



# MECHANICAL PERMIT APPLICATION

## City of Portland, Oregon - Bureau of Development Services

1900 SW 4th Avenue, Portland, Oregon 97201 • 503-823-7300 • TTY 503-823-6868 • www.portlandoregon.gov/bds

### Type of work

- New construction                       Addition/alteration/replacement  
 Demolition                                       Other:

### Category of construction

- 1 & 2 family dwelling                       Commercial/industrial                       Accessory building  
 Multifamily                                       Master builder                                       Other:

### Job site information and location

Job no.: \_\_\_\_\_ Job address: \_\_\_\_\_

City/State/ZIP: \_\_\_\_\_

Suite/bldg./apt. no.: \_\_\_\_\_ Project name: \_\_\_\_\_

Cross street/directions to job site: \_\_\_\_\_

Subdivision: \_\_\_\_\_ Lot no. \_\_\_\_\_ Tax map/parcel no. \_\_\_\_\_

### Description of work (example: upstairs bath fan/dryer exhaust)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Provide RS permit no. \_\_\_\_\_

### Property owner                      Tenant

Name: \_\_\_\_\_ E-mail: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/ZIP: \_\_\_\_\_

Phone: \_\_\_\_\_ FAX: \_\_\_\_\_

**Owner installation:** This installation is being made on property that I own, which is not intended for sale, lease, rent, or exchange.

Owner signature: \_\_\_\_\_ Date: \_\_\_\_\_

### Contractor                                      Subcontractor

Business name: \_\_\_\_\_ E-mail: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/ZIP: \_\_\_\_\_

Phone: \_\_\_\_\_ FAX: \_\_\_\_\_

Lic. no. \_\_\_\_\_ CCB lic. no. \_\_\_\_\_

Authorized signature: \_\_\_\_\_

Print name: \_\_\_\_\_ Date: \_\_\_\_\_

### Applicant                                      Contact Person

Business name: \_\_\_\_\_

Contact name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/ZIP: \_\_\_\_\_

Phone: \_\_\_\_\_ FAX: \_\_\_\_\_

E-mail: \_\_\_\_\_

**This permit application expires if a permit is not obtained within 180 days after it has been accepted as complete.**

### Commercial Fee Schedule - Use Checklist

Mechanical permit fees\* are based on the value of the work performed. Indicate the value (rounded to the nearest dollar of all mechanical materials, equipment, labor, overhead and profit.

Value: \$ \_\_\_\_\_

### Residential Equipment / Systems Fees

*For special information use checklist*

Description	Qty.	Fee	Total
<b>Heating / cooling</b>			
Air conditioner (site plan required)		\$26	
Furnace / burner including duct work / vent / liner		\$55	
Heat pump (site plan required)		\$51	
Air handling unit		\$26	
Hydronic hot water system		\$32	
Residential boiler (radiator or hydronic) includes piping		\$32	
Unit heaters (fuel type, not electric) in-wall, in-duct, suspended, etc.		\$26	
Vent for appliance other than furnace		\$22	
Alteration of existing HVAC system		\$32	

### Other fuel appliances

Decorative gas fireplace		\$26	
Flue vent for water heater or gas fireplace		\$22	
Wood / pellet stove		\$57	
Gas or wood fireplace / insert		\$57	
Chimney / liner / flue / vent		\$22	
Other:		\$32	

### Environmental exhaust and ventilation

Range hood / other kitchen equipment		\$14	
Clothes dryer exhaust		\$14	
Single-duct exhaust (bathrooms, toilet compartments, utility rooms)		\$14	
Exhaust system apart from Heating or AC		\$22	
Other:		\$32	

### Gas fuel piping

\$15 for the first four, \$2.70 for each additional. Please indicate number of fuel gas piping outlets below:

Furnace, etc.			
Gas heat pump			
Wall / suspended / unit heater			
Water heater / boiler			
Fireplace			
Range			
Barbecue			
Clothes dryer			
Other:			

### Other appliances

Including oil tanks, gas and diesel generators, gas and electric kilns, gas appliances / equipment not included above		\$32	
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### Mechanical permit fees

	Subtotal	
	Minimum permit fee (\$95)	
	Commercial plan review (60% of permit fee)	
	State surcharge (12% of permit fee)	
	<b>TOTAL PERMIT FEE</b>	