



# City of Portland, Oregon - Bureau of Development Services

1900 SW Fourth Avenue · Portland, Oregon 97201 | 503-823-7300 | www.portlandoregon.gov/bds



## Facility Permit Program Deferred Submittal Requirements and Application

### Applicants will provide:

- A copy of this application
- Three (3) sets of plans
- Two (2) set of calculations
- Two (2) sets of product information
- If the DFS includes exterior elements, plan views and elevations identifying the location(s) as approved by the Architect and Engineer of Record must be submitted.

**Drawings and calculations must be stamped and signed by an Engineer registered in Oregon and approved by the Architect/Engineer of record for the building.**

### Contractor submittal information:

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

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Phone \_\_\_\_\_ E-mail \_\_\_\_\_

Value of deferred submittal \_\_\_\_\_ Issued FPP building permit # \_\_\_\_\_

Job site address \_\_\_\_\_

Description/Scope of work:

### Helpful Information

Bureau of Development Services  
1900 SW 4th Avenue, Portland, OR 97201

Submit your plans to:  
Development Services Center (DSC),  
Second Floor, Permitting Services.  
For Hours Call 503-823-7310, select option 1

#### Important Telephone Numbers:

DSC automated information line .....	503-823-7310
BDS main number .....	503-823-7300
Facility Permit Program .....	503-823-5996
City of Portland TTY .....	503-823-6868

*Information is subject to change.*