

**City of Portland**  
**Bureau of Development Services**  
**Mechanical Permit Fee Schedule**  
**Effective Date: July 1, 2023**

One & Two Family Dwelling Fees		Fee
<b>HVAC</b>		
Air handling unit		\$ 35.00
Air conditioning (site plan required)		\$ 35.00
Alteration of existing HVAC system		\$ 42.00
Boiler/compressors		\$ 42.00
Heat pump (site plan required)		\$ 67.00
Install/replace furnace/burner (including ductwork/vent/liner)		\$ 73.00
Install/replace /relocate heaters - suspended, wall or floor mounted		\$ 35.00
Vent for appliance other than furnace		\$ 30.00
<b>Environmental exhaust and ventilation</b>		
Appliance vent		\$ 30.00
Dryer exhaust		\$ 19.00
Hood: Type I/II/Res. Kitchen/Hazmat, Hood Fire Suppression System		\$ 19.00
Exhaust fan with single duct (bath fans)		\$ 19.00
Exhaust system apart from heating or AC		\$ 30.00
<b>Fuel Piping and Distribution</b>		
Up to 4 outlets		\$ 20.00
Each additional over 4 outlets		\$ 3.46
<b>Other listed appliance or equipment</b>		
Decorative fireplace		\$ 34.00
Insert		\$ 75.00
Woodstove/Pellet stove		\$ 75.00
<b>Other:</b> (including oil tanks, gas and diesel generators, gas and electric ceramic kilns, gas fuel cells, jewelry torches, crucibles and other appliance/equipment not included above)		\$ 42.00
Commercial Fees		Fee
<b>Commercial Mechanical Permit Fee</b> - For commercial installation, replacement or relocation of non-portable mechanical equipment or mechanical work		
Valuation:		
\$1 to \$1,000	Minimum Fee	\$ 134.00
\$1,001 to \$10,000	Fee for the first \$1,000	\$ 134.00
	For each additional \$100 over \$1,000	\$ 2.83
\$10,001 to \$100,000	Fee for the first \$10,000	\$ 388.70
	For each additional \$1,000 over \$10,000	\$ 17.28
\$100,001 and above	Fee for the first \$100,000	\$ 1,943.90
	For each additional \$1,000 over \$100,000	\$ 11.85
Valuation includes the dollar value of all mechanical materials, labor overhead and profit		
<b>Commercial Plan Review</b>		
60% of total mechanical permit fee - <i>Maximum number of allowable checksheets: 2</i>		
Additional checksheet fee - <i>per checksheet</i>		\$ 271.00

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Miscellaneous Fees	Fee
<b>Additional Plan Review Fee:</b> For changes, additions, or revisions to plans	
One half-hour or less of plan review time	\$ 95.00
More than one half-hour of plan review time - <i>per hour or fraction thereof</i>	\$ 190.00
<b>Appeal Fees (per appeal)</b>	
One and Two-Family Dwellings	\$ 289.00
All other occupancies	\$ 604.00
Plus, for each appeal item over 2	\$ 147.00
<b>Field Issuance Remodel Program:</b> For 1 & 2 family dwelling alterations/remodels	
Registration Fee	\$ 504.00
Annual Renewal Fee	\$ 144.00
Inspection, plan review, administrative, and project management activities - <i>per hour or fraction of an hour. Minimum - 1 hour for each inspection</i>	\$ 332.00
Fees for services provided by bureaus other than the Bureau of Development Services necessary for construction authorization will be billed to the Owner as assessed by those bureaus.	
Fees shall be billed monthly. Fees not paid within 30 days of billing shall be assessed a 5% penalty fee for each 30-day period until paid in full.	
<b>Inspections Outside of Normal Business Hours</b>	
Minimum	\$ 258.00
Hourly Rate - <i>per hour or fraction of an hour</i>	\$ 258.00
<b>Investigation Fee</b> - For commencement of work before obtaining a permit	
Minimum	\$ 134.00
Hourly Rate - <i>per hour or fraction of an hour</i>	\$ 134.00
<b>Master Permit/Facility Permit Program</b>	
Inspection, plan review, and administrative activities - <i>per hour or fraction of an hour. Minimum - 1 hour for each inspection.</i>	\$ 268.00
<b>Minimum Fee</b>	\$ 134.00

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<b>Minor Mechanical Labels</b>	
Commercial - <i>per set of 10 labels</i>	\$ 462.00
Residential - <i>per set of 10 labels</i>	\$ 462.00
<b>Other Inspections Not Specifically Identified Elsewhere</b>	
Minimum	\$ 190.00
Hourly Rate - <i>per hour or fraction of hour</i>	\$ 190.00
<b>Permit Reactivation Processing Fee</b> - Fee for renewal of a permit that has been expired, provided no changes have been made to the original plans and specifications for such work. A permit may be renewed only once.	
Fee - <i>The renewal fee shall be one half the amount required for a new permit</i>	
Minimum Fee	\$ 190.00
<b>Reinspection Fee</b> - <i>per inspection</i>	\$ 134.00
<b>Requested Inspection Fee</b>	
One and Two-Family Dwellings	\$ 203.00
Apartment Houses - <i>base fee</i>	\$ 268.00
For each dwelling unit in excess of three - <i>in addition to base fee</i>	\$ 19.00
Hotels/Motels - <i>base fee</i>	\$ 268.00
For each sleeping room in excess of five - <i>in addition to base fee</i>	\$ 14.00
All other occupancies one and two stories in height up to 10,000 square feet - <i>base fee</i>	\$ 268.00
For each additional 1,000 square feet - <i>in addition to base fee</i>	\$ 19.00
All other occupancies 3 stories in height and above - <i>base fee</i>	\$ 268.00
For each story in excess of three - <i>in addition to base fee</i>	\$ 34.00