



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
Heating / cooling			
Air conditioner (site plan required)		\$29	
Furnace / burner including duct work / vent / liner		\$61	
Heat pump (site plan required)		\$57	
Air handling unit		\$29	
Hydronic hot water system		\$36	
Residential boiler (radiator or hydronic) includes piping		\$36	
Unit heaters (fuel type, not electric) in-wall, in-duct, suspended, etc.		\$29	
Vent for appliance other than furnace		\$24	
Alteration of existing HVAC system		\$36	

Other fuel appliances

Decorative gas fireplace		\$28	
Flue vent for water heater or gas fireplace		\$24	
Wood / pellet stove		\$63	
Gas or wood fireplace / insert		\$63	
Chimney / liner / flue / vent		\$24	
Other:		\$36	

Environmental exhaust and ventilation

Range hood / other kitchen equipment		\$16	
Clothes dryer exhaust		\$16	
Single-duct exhaust (bathrooms, toilet compartments, utility rooms)		\$16	
Exhaust system apart from Heating or AC		\$24	
Other:		\$36	

Gas fuel piping

\$16 for the first four, \$2.84 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		\$36	
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Mechanical permit fees

	Subtotal	
	Minimum permit fee (\$115)	
	Commercial plan review (60% of permit fee)	
	State surcharge (12% of permit fee)	
	TOTAL PERMIT FEE	