



**Building 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.portland.gov/bds

**Required Fields Highlighted**

**Type of work (REQUIRED)**

New construction	Addition	Alteration
Demolition	Other:	

**Category of construction (REQUIRED)**

<b>Residential:</b> 1 & 2 Family Dwellings	<b>Commercial:</b> Apartments/Condos	<b>Commercial:</b> Other
<b>Residential:</b> Other	<b>Commercial:</b> Business/Industrial	

**Job site information and location**

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

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

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

Tax map/parcel no. **R#** \_\_\_\_\_

**Provide Land Use or associated Permit Number (if applicable)**

\_\_\_\_\_

**Description of work (REQUIRED)**

\_\_\_\_\_

**Property owner or Tenant (REQUIRED)**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

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

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

Email: \_\_\_\_\_

**Owner installation:** This installation is being made on property that I own.

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

**Contractor**

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

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

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

Email: \_\_\_\_\_

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

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

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

**Applicant or Contact Person (REQUIRED)**

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

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

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

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

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

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

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

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

**Office Use Only**

**OFFICE USE ONLY**

**Required Data: One and Two Family Dwelling**

Permit fees are based on the value of the work performed. Indicate the value (rounded to the nearest dollar) of all equipment, materials, labor, overhead, and the profit for the work indicated on this application.

<b>Valuation (REQUIRED):</b>	
Number of bedrooms:	
Number of bathrooms:	
Total number of floors:	
New dwelling area:	square feet
Garage/carport area:	square feet
Covered porch area:	square feet
Deck area:	square feet
Other structure area:	square feet

**Required Data: Commercial Use**

Permit fees\* are based on the value of the work performed. Indicate the value (rounded to the nearest dollar) of all equipment, materials, labor, overhead, and the profit for the work indicated on this application.

<b>Valuation (REQUIRED):</b>	
Existing building area:	square feet
New building area:	square feet
Number of stories:	
Type of construction:	
<b>Occupancy groups</b>	
Existing:	
New:	

**Notice**

Work related to this Building Permit may be subject to regulations governing the removal, handling, and/or disposal of asbestos and/or lead-based paint. For asbestos concerns, contact DEQ at 1-888-997-7888 For lead-base paint concerns, contact Oregon Health Authority at 971-673-0440.

All contractors and subcontractors are required to be licensed with the Oregon Construction Contractors Board under ORS 701 and may be required to be licensed in the jurisdiction in which work is being performed.

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

**Disclaimer:** By signing this application, the permit applicant acknowledges and agrees that they have obtained any required permission for the proposed work from the property owner. Refer to the policy of this jurisdiction if it discovers that a dispute regarding the proposed work exists between the applicant and the property owner or any other party with a legal interest in the property.