


MECHANICAL PERMIT APPLICATION

	CITY OF NEWPORT Community Development Dept. 169 SW Coast Hwy Newport, OR 97365 (541) 574-0629 (541)574-0644 Fax INSP: BuildingPermits.Oregon.gov or phone: 1-888-299-2821	Office Use only <hr/> Permit #: _____ Parent Permit Applicable? Yes No <hr/> Parent #: _____ <hr/>
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Applications may be obtained online at:
www.newportoregon.gov/business/formsAppsPermits.asp

Application MUST be complete for processing, or will be returned

1. Job Information (where work is taking place)

Job Site Address: _____

2. Owner's Name: _____

Full Mailing Address: _____

City/State/Zip: _____

Phone #: _____ Email: _____

Is this installation being made on your own residential property by you (owner) or a member of your immediate family; and where the property is not intended for sale, exchange, lease, or rent?

___ Yes ___ No

3. Applicant Information (owner or authorized agent)

Mark if same as owner Mark if same as contractor

Name of Applicant: _____

Full Mailing Address: _____

City/State/Zip: _____

Phone #: _____ Email: _____

4. Contractor Information (person/co performing work)

Name of contractor: _____

Full Mailing Address: _____

City/State/Zip: _____

Phone #: _____ Email: _____

OR CCB # (req'd): _____ **Active?**

State Lic. (req'd): Type: _____

#: _____

City Business License # (req'd): _____

5. Contact Person (receives permit correspondence)

same as: owner contractor applicant

Name of Contact: _____

Full Mailing Address: _____

City/State/Zip: _____

Phone #: _____ Email: _____

6. Full Description of work proposed: _____

7. JOB INFORMATION – to be completed by Applicant:

Type of Construction: (check one)	Work Type (check one)
<input type="checkbox"/> Commercial	<input type="checkbox"/> Accessory Structure
<input type="checkbox"/> Manufactured Home	<input type="checkbox"/> Addition
<input type="checkbox"/> Multi-Family	<input type="checkbox"/> Alteration
<input type="checkbox"/> One & Two Family	<input type="checkbox"/> New
<input type="checkbox"/> Townhouse	<input type="checkbox"/> Repair
	<input type="checkbox"/> Gas Line Only
	<input type="checkbox"/> Backflow Device Only
Plan review exemption reasons (s): (structural, electrical and/or plumbing permits & plan review may be required on some of the exempted items.)	<input type="checkbox"/> Repair/replacement of existing vents; not replacing an appliance
	<input type="checkbox"/> Repair/alteration of existing HVAC appliances or controls
	<input type="checkbox"/> Replacement of appliances rated <100,000 BTUs or 400 lbs. (whichever is greater)
	<input type="checkbox"/> Gas line extensions < 6 ft.
	<input type="checkbox"/> Reconnecting gas lines to appliances rated <100,000 BTUs
	<input type="checkbox"/> Walk-in coolers <120 sq. ft.

RESIDENTIAL FEE SCHEDULE

Description	Qty		Each	Total
Air conditioner		x	\$20.00	
Air Handling Unit up to 10,000 cfm		x	\$5.85	
Air Handling Unit 10,001 cfm & over		x	\$9.75	
Appliance or piece of equip. regulated by code but not classified in other appliance categories		x	\$9.50	
Appliance vent installation, relocation, or replacement not included in an appliance permit		x	\$28.60	
Attic/crawl space fans		x	\$7.40	
Boiler/compressor/absorption system up to 3 HP or 100,000 BTU		x	\$7.80	
Boiler/compressor/absorption system up to 15 HP or 500,000 BTU		x	\$14.30	
Boiler/compressor/absorption system up to 30 HP or 1,000,000 BTU		x	\$19.50	
Boiler/compressor/absorption system up to 50 HP or 1,750,000 BTU		x	\$29.25	
Boiler/compressor/absorption system over 50 HP or 1,750,000 BTU		x	\$48.75	
Barbecue		x	\$11.00	
Chimney/liner/flue/vent		x	\$5.85	
Clothes dryer exhaust		x	\$5.85	
Decorative gas fireplace		x	\$5.85	
Evaporative cooler other than portable		x	\$5.85	

Floor furnace, including vent		x	\$7.80	
Flue vent for water heater or gas fireplace		x	\$11.00	
Furnace: up to 100,000 BTU		x	\$7.80	
Furnace: > 100,000 BTU		x	\$9.75	
Furnace/burner, including duct work/vent/liner		x	\$19.00	
Gas or wood fireplace/insert		x	\$11.00	
Gas fuel piping outlets (first 4)		=	\$2.60	
Each add'l outlet		x	\$0.65	
Heat pump		x	\$7.80	
Hood served by mechanical exhaust, including ducts for hood		x	\$5.85	
Hydronic hot water system		x	\$11.00	
Installation or relocation domestic-type incinerator		x	\$9.75	
Mini split system		x	\$25.00	
Oil tank/gas/diesel generators		x	\$22.00	
Pool or spa heater, kiln		x	\$5.85	
Radon mitigation		x	\$22.00	
Range hood/other kitchen equip.		x	\$11.00	
Repair, alteration, or addition to mechanical appliance, including installation of controls		x	\$7.80	
Suspended heater, recessed wall heater, or floor-mounted unit heater		x	\$22.00	
Ventilation fan connected to single duct		x	\$3.90	
Ventilation system not a portion of heating or air-conditioning system authorized by permit		x	\$11.00	
Water heater		x	\$11.00	
Wood/pellet stove		x	\$5.85	
Other heating/cooling:		x	\$5.85	
Other fuel appliance:		x	\$5.85	
Other environment exhaust/ventilation:		x	\$5.85	
Each add'l inspection		x	\$55.00	
MECHANIAL PERMIT FEES				
A) Permit Subtotal (from above checklist)				
B) Minimum Permit Fee (only of Line A is less than \$75 = \$75)				
C) Permit Total (A or B above)				
Special inspection fee (\$65/hr. w/1-hr. min.)				
Plan Review (40% of Permit Total = C x 0.40)				
Add'l plan review (\$75/hr.)				
State Surcharge (12% of Permit Total = C x 0.12)				
Re-Inspection fee (\$55/hr.)				
TOTAL PERMIT FEE				

COMMERCIAL & MULTI-FAMILY FEES:

Permit fees are based on the value of the work performed. Indicate the value (rounded to the nearest dollar) of all material & labor for the work indicated on this application.				
Valuation: 				
PERMIT FEES				
Valuation	Permit Fee	Each Add'l		Total
\$0 - \$500	\$13.00	-		
\$501 - \$2,000	\$13.00 for the first \$500	+ \$1.95 ea. Add'l \$100 or fraction thereof to & including \$2,000		
\$2,001 - \$25,000	\$42.25 for the first \$2,000	+ \$7.80 for ea. Add'l \$1,000 or fraction thereof to & including \$25,000		
\$25,001 - \$50,000	\$221.65 for the first \$25,000	+ \$5.85 for ea. Add'l \$1,000 or fraction thereof to & including \$50,000		
\$50,001 - \$100,000	\$367.90 for the first \$50,000	+ \$3.90 for ea. Add'l \$1,000. or fraction thereof to & including \$100,000		
\$100,001 & up	\$562.90 for the first \$100,000	+ \$3.25 for ea. Add'l \$1,000 or fraction thereof		
Commercial Mechanical Permit Fee				
A) Permit Subtotal (total from above checklist)				
B) Minimum permit fee (only if A is less than \$75 = \$75)				
Special inspection fee (\$65/hr. w/1 hr. min.)				
State Surcharge (12% of permit subtotal = A or B x 0.12)				
Plan Review (40% of Permit Total = C x 0.40)				
Add'l plan review (\$75/hr.)				
Re-inspection fee (\$55/hr.)				
TOTAL PERMIT FEE				

I hereby certify I have read & examined this application & know the same to be true & correct. All provisions of laws & ordinances governing this type of work will be complied with whether specified herein or not.

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Authorized/Owner Signature: _____

Date: _____

Note: This permit becomes null & void if work authorized is not commenced within 180 days, or if work is suspended or abandoned for a period of 180 days at any time after work is commenced.

By attaching a signature, I certify herein that I have read, understood, and confirm all the statements listed above & throughout the application form.

I agree: _____

Print Name: _____