

# Mechanical Permit Application

## City of Happy Valley

16000 SE Misty Drive, Happy Valley, OR 97086

Phone (503) 783-3800

Schedule Online: [hvworks.com](http://hvworks.com)

(Same day inspections/cancellations must be in by 6:00am)

Email: [permits@happyvalleyor.gov](mailto:permits@happyvalleyor.gov)



| TYPE OF WORK                                                                                                                                                     |                                 |                 |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|-----------------|
| New Construction                                                                                                                                                 | Addition/Alteration/Replacement |                 |
| Demolition                                                                                                                                                       | Other:                          |                 |
| CATEGORY OF CONSTRUCTION                                                                                                                                         |                                 |                 |
| 1 & 2 Family Dwelling                                                                                                                                            | Commercial/Industrial           | Accessory Bldg. |
| Multi-Family                                                                                                                                                     | Tenant Improvement              | Other:          |
| JOB SITE INFORMATION AND LOCATION                                                                                                                                |                                 |                 |
| Job Site Address:                                                                                                                                                |                                 |                 |
| City/State/ZIP:                                                                                                                                                  |                                 |                 |
| Subdivision or Project Name:                                                                                                                                     |                                 |                 |
| Lot # or Tax Map/Parcel #:                                                                                                                                       |                                 |                 |
| DESCRIPTION OF WORK                                                                                                                                              |                                 |                 |
|                                                                                                                                                                  |                                 |                 |
|                                                                                                                                                                  |                                 |                 |
| PROPERTY OWNER/TENANT                                                                                                                                            |                                 |                 |
| Name or Business Name:                                                                                                                                           |                                 |                 |
| Contact Name:                                                                                                                                                    |                                 |                 |
| Address:                                                                                                                                                         |                                 |                 |
| City/State/ZIP:                                                                                                                                                  |                                 |                 |
| Phone:                                                                                                                                                           | Fax:                            |                 |
| E-mail:                                                                                                                                                          |                                 |                 |
| APPLICANT / SITE CONTACT / HOMEOWNER                                                                                                                             |                                 |                 |
| Business Name:                                                                                                                                                   |                                 |                 |
| Contact Name:                                                                                                                                                    |                                 |                 |
| Address:                                                                                                                                                         |                                 |                 |
| City/State/ZIP:                                                                                                                                                  |                                 |                 |
| Phone:                                                                                                                                                           | Fax:                            |                 |
| E-mail:                                                                                                                                                          |                                 |                 |
| <b>Home Owner Installation:</b> This installation is being made on property that I own, which is not intended for sale, lease, rent, or exchange. (ORS 455, 670) |                                 |                 |
| Owner Signature: _____ Date: _____                                                                                                                               |                                 |                 |
| MECHANICAL CONTRACTOR                                                                                                                                            |                                 |                 |
| Business Name:                                                                                                                                                   |                                 |                 |
| Contact Name:                                                                                                                                                    |                                 |                 |
| Address:                                                                                                                                                         |                                 |                 |
| City/State/ZIP:                                                                                                                                                  |                                 |                 |
| Phone:                                                                                                                                                           | Fax:                            |                 |
| E-mail:                                                                                                                                                          |                                 |                 |
| CCB Lic:                                                                                                                                                         | City or Metro Lic:              |                 |
| Authorized Signature:                                                                                                                                            |                                 |                 |
| Print Name:                                                                                                                                                      | Date:                           |                 |

| COMMERCIAL FEE SCHEDULE                                                                                                                                                                                |                                                            |          |       |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------|----------|-------|
| 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: \$ |                                                            |          |       |
| Valuation                                                                                                                                                                                              | Permit Fee                                                 |          |       |
| \$1 - \$5,000                                                                                                                                                                                          | \$95.00 Minimum                                            |          |       |
| \$5,001 - \$10,000                                                                                                                                                                                     | \$95.00 plus \$1.83 for each add'l \$100 over \$5,000      |          |       |
| \$10,001 - \$100,000                                                                                                                                                                                   | \$186.50 plus \$11.22 for each add'l \$1000 over \$10,000  |          |       |
| \$100,001 and up                                                                                                                                                                                       | \$1196.30 plus \$7.70 for each add'l \$1000 over \$100,000 |          |       |
| RESIDENTIAL FEE SCHEDULE                                                                                                                                                                               |                                                            |          |       |
| Description                                                                                                                                                                                            | Qty.                                                       | Ea.      | Total |
| <b>Heating/Cooling</b>                                                                                                                                                                                 |                                                            |          |       |
| Furnace (includes ductwork)                                                                                                                                                                            |                                                            | \$ 25.00 |       |
| Air conditioner                                                                                                                                                                                        |                                                            | \$ 25.00 |       |
| Heat pump                                                                                                                                                                                              |                                                            | \$ 25.00 |       |
| Duct work, alterations and additions                                                                                                                                                                   |                                                            | \$ 25.00 |       |
| Hydronic piping system                                                                                                                                                                                 |                                                            | \$ 25.00 |       |
| Gas heaters/unit in-wall, in-duct, suspended, etc. <b>not</b> including vent.                                                                                                                          |                                                            | \$ 25.00 |       |
| Flues                                                                                                                                                                                                  |                                                            | \$ 25.00 |       |
| <b>Other Fuel Appliances</b>                                                                                                                                                                           |                                                            |          |       |
| Gas water heater                                                                                                                                                                                       |                                                            | \$ 25.00 |       |
| Gas fireplace/insert/stove                                                                                                                                                                             |                                                            | \$ 25.00 |       |
| Gas log/log lighter                                                                                                                                                                                    |                                                            | \$ 25.00 |       |
| Pool or spa heater, kiln                                                                                                                                                                               |                                                            | \$ 25.00 |       |
| Wood/pellet stove/insert                                                                                                                                                                               |                                                            | \$ 25.00 |       |
| Chimney/liner/flue/vent w/o appliance                                                                                                                                                                  |                                                            | \$ 25.00 |       |
| Oil tank/ gas or diesel generator                                                                                                                                                                      |                                                            | \$ 25.00 |       |
| <b>Environmental Exhaust and Ventilation</b>                                                                                                                                                           |                                                            |          |       |
| Range hood/other kitchen equipment                                                                                                                                                                     |                                                            | \$ 16.00 |       |
| Clothes dryer exhaust                                                                                                                                                                                  |                                                            | \$ 16.00 |       |
| Single-duct exhaust (bathrooms, utility rooms)                                                                                                                                                         |                                                            | \$ 16.00 |       |
| Attic/crawl/environmental fans                                                                                                                                                                         |                                                            | \$ 16.00 |       |
| Radon Mitigation System:                                                                                                                                                                               |                                                            | \$ 25.00 |       |
| Other:                                                                                                                                                                                                 |                                                            |          |       |
| <b>Fuel Piping</b> - Any quantity - Flat Fee                                                                                                                                                           |                                                            | \$ 25.00 |       |
| MECHANICAL PERMIT FEES                                                                                                                                                                                 |                                                            |          |       |
| Subtotal.....                                                                                                                                                                                          |                                                            |          |       |
| Permit Fee.....(\$95.00 minimum)                                                                                                                                                                       |                                                            |          |       |
| Plan review .....(25% of commercial permit )                                                                                                                                                           |                                                            |          |       |
| State surcharge .....(12% of permit fee)                                                                                                                                                               |                                                            |          |       |
| <b>TOTAL MECHANICAL PERMIT FEE</b>                                                                                                                                                                     |                                                            |          |       |

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