

**Mechanical Permit Application**

**Application Date:** \_\_\_\_\_

**Permit Number:** \_\_\_\_\_



**City of Sherwood**  
 22560 SW Pine Street, Sherwood, OR 97140-8330 **Phone:** (503) 625-4226 **Fax:** (503) 625-0629  
**24-hour Inspection Request:** (503) 625-0545 **E-Mail:** building@ci.sherwood.or.us  
**Web:** www.ci.sherwood.or.us

TYPE OF WORK	
<input type="checkbox"/> New construction	<input type="checkbox"/> Addition/alteration/replacement
<input type="checkbox"/> Demolition	<input type="checkbox"/> Other:
CATEGORY OF CONSTRUCTION	
<input type="checkbox"/> 1- and 2-family dwelling	<input type="checkbox"/> Commercial/industrial
<input type="checkbox"/> Multi-family	<input type="checkbox"/> Master builder
<input type="checkbox"/> Accessory building	<input type="checkbox"/> Other:
JOB SITE INFORMATION AND LOCATION	
Job site address:	
City/State/ZIP:	
Suite/bldg./apt. no.:	Project name:
Description of Work:	
Subdivision:	Lot no.:
Tax map/parcel no.:	
<input type="checkbox"/> ARCHITECT/ DESIGNER	<input type="checkbox"/> ENGINEER
Business Name:	Business Name:
Contact:	Contact:
Phone:	Phone:
E-mail:	E-mail:
<input type="checkbox"/> PROPERTY OWNER	<input type="checkbox"/> TENANT
Name:	
Address:	
City/State/ZIP:	
Phone: (    )	Fax: (    )
APPLICANT	
Business name:	
Contact name:	
Address:	
City/State/ZIP:	
Phone: (    )	Fax: (    )
E-mail:	
CONTRACTOR	
Business name:	
Address:	
City/State/ZIP:	
Phone: (    )	Fax: (    )
CCB lic.(w/ exp.):	City /Metro lic.(w/exp.):

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			
<i>For special information use checklist.</i>			
Description	Qty.	Ea.	Total
<b>Heating/cooling</b>			
Furnace, incl. ductwork, vent, and liner		++	
Air conditioner (site plan required)		\$ 19.50	
Heat pump (site plan required)		\$ 19.50	
Duct work, alterations and additions		\$ 9.75	
Hydronic piping system		\$ 19.50	
Boiler, incl. vent**		++	
Gas heaters/unit in-wall, in-duct, suspended, etc. Includes vent.		\$ 19.50	
Other: See Fee Schedule		++	
<b>Other fuel appliances</b>			
Water heater		\$ 19.50	
Gas fireplace/insert/stove		\$ 19.50	
Gas log/log lighter		\$ 19.50	
Pool or spa heater, kiln*		\$ 19.50	
Wood/pellet stove/insert		\$ 19.50	
Wood fireplace		\$ 19.50	
Chimney/liner/flue/vent w/o appliance		\$ 19.50	
Oil tanks/gas/diesel generators		\$ 19.50	
Other: Refrigeration/incinerators/etc.		++	
<b>Environmental exhaust and ventilation</b>			
Range hood/other kitchen equipment		\$ 14.65	
Clothes dryer exhaust		\$ 9.75	
Single-duct exhaust (bathrooms, toilet compartments, utility rooms)		\$ 9.75	
Attic/crawlspace fans		\$ 14.65	
Whole house ventilation /Radon mitigation		++	
Other: See Fee Schedule		++	
<b>Fuel piping</b>			
<b>\$ 6.50 for first four; \$ 1.65 for each additional</b>			
Furnace			
Wall/suspended/unit heater			
Water heater			
Fireplace/log lighter/gas log			
Range			
Barbecue			
Clothes dryer			
Other:			
MECHANICAL PERMIT FEES			
<b>Subtotal</b>			
Minimum Permit Fee = \$ 60.00			
Plan review ( 30% of permit fee)			
State surcharge (12% of permit fee)			
<b>TOTAL PERMIT FEE</b>			

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

\* Site plan required for an outdoor unit  
 \*\* State Building Codes Division's approval required  
 ++ See Fee Schedule

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

Print name:	Date:
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