

Mechanical Permit Application



PO Box 220
620 SW 5th Street
Dundee, Oregon 97115
Ph: 503-538-3922
Fax: 503-538-1958
Website: www.dundeecity.org

FOR OFFICE USE ONLY

Mechanical Permit No. _____

Receipt No. _____ Date _____

Issued By _____

This permit is issued under OAR 918-460-0030 and Section 15.4 of the Dundee Municipal Code. **Permits expire if work is not started within 180 days of issuance or if work is suspended for 180 days. Every permit issued by the City of Dundee shall expire and become null and void 24 months after the date of permit issuance.** If the building or work authorized by such permit has not received final inspection approval prior to the permit expiration date, all work shall stop until a new permit is obtained for the value of the work remaining unfinished.

Approval Sign Off		
	Initials	Date
Building/ Plan Review		

Type of Work		
<input type="checkbox"/> New Construction	<input type="checkbox"/> Addition	
<input type="checkbox"/> Alteration/Repair	<input type="checkbox"/> Other	
Category of Work		
<input type="checkbox"/> Single Family Dwelling	<input type="checkbox"/> Manufactured Dwelling	
<input type="checkbox"/> Residential Accessory Building	<input type="checkbox"/> Accessory Dwelling Unit	
<input type="checkbox"/> Duplex	<input type="checkbox"/> Multi-Family	
<input type="checkbox"/> Commercial/Industrial	<input type="checkbox"/> Other	
Description of Work		
Job Site Information and Location		
SITE ADDRESS:		
TAX LOT #	ZONING:	LOT SIZE:
Property Owner Information		
NAME:		
MAILING ADDRESS:		
CITY:	STATE:	ZIP:
PHONE:	FAX:	
EMAIL:		
<input type="checkbox"/> This installation is being made on residential or farm property owned by me, or a member of my immediate family.		
Sign Here:		
Contractor Installation		
BUSINESS NAME:		
MAILING ADDRESS:		
CITY:	STATE:	ZIP:
PHONE:	EMAIL:	
CCB LICENSE NO:	BCD OR LCB LICENSE NO:	
SIGNATURE:		

Residential Fees	
Total Fee (from reverse)	\$
Minimum Permit Fee \$60.00 (if above total is less)	\$

Commercial – Industrial – Multi-Family	
Mechanical permit fees are based on the value of work performed. Indicate the value (rounded to the nearest dollar of all mechanical materials, equipment, labor, overhead and profit).	
Valuation of Install	\$
Total Value	Fee
\$0.01 - \$1,000	\$56.00
\$1,001 - \$5,000	\$56.00 for the first \$1,000 and \$26.00 for each additional \$1,000 or fraction thereof
\$5,001 - \$10,000	\$160.00 for the first \$5,000 and \$22.00 for each additional \$1,000 or fraction thereof
\$10,001 - \$50,000	\$270.00 for the first \$10,000 and \$18.00 for each additional \$1,000 or fraction thereof
\$50,001 - \$100,000	\$999.00 for the first \$50,000 and \$14.00 for each additional \$1,000 or fraction thereof
\$100,001 and over	\$1,774.00 for the first \$100,000 and \$10.00 for each additional \$1,000 or fraction thereof
Total Fee	\$

Total Charges	
Permit Fee Total (from above)	\$
State Surcharge (12% of total fee)	\$
Commercial Plan Review (25% of total fee)	\$
Other	\$
TOTAL COST	\$

Inspections can be called in to
503-554-7714, 24-hours in advance.
The City of Dundee contracts with the City of Newberg for inspections.



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Residential Appliance List							
Type	Qty.	Fee	Total	Type	Qty.	Fee	Total
Heating/Cooling				Fuel Piping			
Air Conditioner		\$22.00		Gas Fuel Piping 1-4 outlets		\$15.00	
Air Handling Unit up to 10K CFM		\$17.00		Each Additional Outlet Over 4		\$7.00	
Air Handling Unit 10,001K CFM and over		\$22.00		Miscellaneous Fees			
Evaporative Cooler (other than portable)		\$22.00		Domestic Incinerator – install/ relocate		\$25.00	
Furnace up to 100K BTU		\$22.00		Radon Mitigation		\$17.00	
Furnace greater than 100K BTU		\$26.00		Boiler/ Compressor up to 100K BTU		\$22.00	
Furnace/ burner w/ ductwork/ vent/ liner		\$26.00		Boiler/ Compressor 100K to 500K BTU		\$34.00	
Heat Pump		\$22.00		Other: (Please describe below)		\$22.00	
Mini Split System		\$22.00					
Suspended heater, recessed wall, or floor mounted		\$22.00					
Hydronic hot water system		\$22.00					
Other Fuel Appliances							
Chimney/ liner/ flue/ vent		\$22.00					
Decorative Gas Fireplace		\$22.00					
Gas or wood fireplace/ insert		\$22.00					
Oil tank/ Gas/ Diesel Generator		\$22.00					
Pool or spa heater, kiln		\$22.00					
Water heater includes vent/ flue only		\$12.00					
Wood/ Pellet Stove		\$37.00					
Environmental Exhaust and Ventilation							
Attic/ Crawl Space Fans		\$12.00					
Clothes Dryer Exhaust		\$12.00					
Ductwork – no appliance/ fixture		\$12.00					
Floor furnace including vent		\$17.00					
Range hood/ other kitchen equipment		\$17.00					
Ventilation fan connected to single duct		\$12.00					
Ventilation system, not a portion of HVAC		\$12.00					
Total Quantity:						Residential Subtotal	\$