

MECHANICAL PERMIT APPLICATION

Douglas County Building Department
 1036 SE Douglas, Room 106
 Roseburg OR 97470
 541-440-4559 Fax 541-440-4297
www.co.douglas.or.us/building



DEPARTMENT USE ONLY	
Permit #:	
Date:	

This permit is issued under OAR 918-440-0050. Permits are nontransferable. Permits expire if work is not started within 180 days of issuance or if work is suspended for 180 days.

CATEGORY OF CONSTRUCTION		
Residential <input type="checkbox"/>	Government <input type="checkbox"/>	Commercial <input type="checkbox"/>
JOB SITE INFORMATION AND LOCATION		
Job site Address:		
City:	State:	Zip:
Directions:		
DESCRIPTION OF WORK		
PROPERTY OWNER INSTALLATION		
Name:		
Address:		
City:	State:	Zip:
Phone:	Cell:	
Email:		
This installation is being made on property owned by me or a member of my immediate family, and is exempt from licensing requirements under ORS 701.010.		
Signature:		
CONTRACTOR INSTALLATION		
Business Name:		
Address:		
City:	State:	Zip:
Phone:	Cell:	
Email:		
CCB #:		
Print name:		
Signature:		

CREDIT CARD INFORMATION	
Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> (limit \$500.00)	
Phone: _____	
_____ / _____	
Credit Card Number	Expiration Date
Name of cardholder as shown on credit card	
_____ \$ _____	
Signature of Cardholder	Amount

FEE SCHEDULE			
Residential	Qty.	Fee	Total
Minimum fee		\$50.00	
Heaters/Vents/Stoves			
Furnace < 100,000 BTU		\$6.90	
Furnace > 100,000 BTU		\$8.63	
Floor/Free Standing		\$6.90	
Suspended/Wall Heater		\$6.90	
Furnace Alteration/Addition		\$6.90	
Evaporator Cooler		\$6.90	
Heat Pump		\$6.90	
Gas Log Insert		\$6.90	
Air Conditioner		\$6.90	
Hood & Exhaust		\$5.18	
Vent Fan		\$3.45	
Appliance Vent		\$3.45	
Wood Stove-New Construction		\$5.18	
Other Appliances		\$5.18	
Wood/Pellet Stove Inspection Only		\$50.00	
Flue Liner Inspection Only		\$50.00	
Gas Piping			
Gas Connections (1 - 4 outlets)		\$2.30	
Gas Connections, Add'l outlets		\$0.58	
Commercial			
Minimum fee		\$50.00	
Enter total valuation of mechanical system and installation costs		\$	
Enter fee based on valuation			\$
Miscellaneous fees			
Reinspection		\$85.00	
Special Inspection Request		\$	
Hourly rate		\$86.00	
APPLICANT USE			
(A) Enter subtotal of fees above			\$
(B) Investigative fee (equal to A)			\$
(C) Enter 12% surcharge (.12 x [A+B])			\$
(D) Plan review (25% of [A])			\$
TOTAL fees and surcharges (A through D):			\$

DO NOT SEND CASH.

Make check or money order payable to:
 DOUGLAS COUNTY BUILDING DEPT.
 If paying by credit card, applicant must sign credit card information box.