Mechanical Permit Application
City of Florence
250 Highway 101, Florence, OR 97439
Phone (541) 997-2141 Fax (541) 902-2189
www.ci.florence.or.us

TYPE OF WORK	
☐ New Construction ☐ Demolition	☐ Addition/alteration/replacement ☐ Other:

CATEGORY OF CONSTRUCTION		
☐ 1- and 2- family dwelling ☐ Multi-family	☐ Commercial/industrial ☐ Master builder	☐ Accessory building ☐ Other:

JOB SITE INFORMATION AND LOCATION	
Job site address:	
City/State/ZIP	
Suite/bldg/apt no:	Project name:
Cross street/directions to job site:	
Subdivision:	Lot no:
Tax map/parcel no:	
DESCRIPTION OF WORK	

☐ PROPERTY OWNER	☐ TENANT
Name:	
Address:	
City/State/ZIP:	
Phone: ( )	Fax: ( )

APPLICANT/ CONTACT PERSON	
Business name:	
Contact name:	
Address:	
City/State/ZIP:	
Phone: ( )	Fax: ( )
E-mail:	

CONTRACTOR	
Business name:	
Address:	
City/State/ZIP:	
Phone: ( )	Fax: ( )
CCB lic:	City lic:
Authorized signature:	
Print name:	Date:

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.

RESIDENTIAL EQUIPMENT / SYSTEMS FEES

For special information use checklist.

Description	*Qty*	*Ea.*	*Total*
Heating/cooling			
Furnace or add-on air conditioning	See fee schedule		
Heat pump		52.25	
Duct work		20.00	
Residential boiler (radiator or hydronic)	See fee schedule		
Unit heaters (fuel-type, not electric), in-wall, in-duct, suspended, etc.		40.00	
Flue/vent for any of above		20.00	
Other:		20.00	
Other fuel appliances			
Water heater (gas)		28.60	
Gas fireplace or stove w/flu		28.60	
Appliance vent other than water heater		20.00	
Log lighter (gas)		20.00	
Wood/pellet stove w/ flu		28.60	
Wood fireplace/insert		28.60	
Chimney/liner/flu/vent		28.60	
Other:		20.00	
Environmental exhaust and ventilation			
Range hood/other kitchen equipment		28.60	
Clothes dryer exhaust		28.60	
Single-duct exhaust (bathrooms, toilet compartments, utility rooms)		20.00	
Attic/crawl space fans		20.00	
Other:		20.00	
Fuel piping			
$12.25 for first, $3.50 for each additional			
Furnace, etc		#/outlets	
Gas heat pump		#/outlets	
Wall/suspended/unit heater		#/outlets	
Water heater		#/outlets	
Masonry Fireplace		80.00	
Range		#/outlets	
Barbecue		#/outlets	
Clothes dryer (gas)		#/outlets	
Other:		#/outlets	

MECHANICAL PERMIT FEES	
Subtotal	
Minimum permit fee	$76.40
Commercial plan review (25% of permit fee)	
State surcharge (12% of permit fee)	
TOTAL PERMIT FEE	

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

All contractors and subcontractors are required to be licensed with the Oregon Construction Contractors Board under ORS 701 and are also required to obtain a City of Florence business license prior to start of work.

***See Mechanical Valuation sheet**

Rev 01/08