



MECHANICAL PERMIT APPLICATION

Crook County Community Development
300 NE 3RD ST, RM #12, Prineville OR 97754
Phone: (541) 447-3211 Fax: (541) 416-2139
Email bld@co.crook.or.us

Date Received:

Initials:

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

TYPE OF WORK	
<input type="checkbox"/> New construction	<input type="checkbox"/> Addition/alteration/replacement
<input type="checkbox"/> Demolition	<input type="checkbox"/> Other, Specify:
CATEGORY OF CONSTRUCTION	
<input type="checkbox"/> 1- and 2-family dwelling	<input type="checkbox"/> Commercial/industrial
<input type="checkbox"/> Multi-family	<input type="checkbox"/> Other, Specify:
DESCRIPTION OF WORK	
JOBSITE INFORMATION AND LOCATION	
Job site address:	
City/State/ZIP:	
Suite/bldg./apt. no.:	
Tax/map parcel no:	
<input type="checkbox"/> PROPERTY OWNER	<input type="checkbox"/> TENANT
Name:	
Address:	
City/State/ZIP:	
Phone:	
E-mail:	
OWNER INSTALLATION	
This installation is being made on property that I own, which is not intended for sale, lease, rent, or exchange.	
Signature:	Date:
APPLICANT	
Name:	
Address:	
City/State/ZIP:	
Phone:	
E-mail:	
CONTRACTOR	
Business name:	
Address:	
City/State/ZIP:	
Phone:	
E-mail:	
CCB Lic#:	BCD Lic#:
CONTACT FOR ISSUANCE	
Authorized signature:	
Print Name:	Date:

See Page 2 for Mechanical Plan Review Information

COMMERCIAL FEE SCHEDULE – VALUATION BASED			
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.			
Valuation Amount \$			
FOR SPECIAL INFORMATION, USE CHECKLIST ON PAGE 2			
RESIDENTIAL EQUIPMENT / SYSTEM / FEES			
DESCRIPTION	QTY	EA.	TOTAL
HEATING / COOLING			
Furnace, incl. ductwork, vent, and liner		19.50	
Air conditioner/Air handling unit up to 10,000 cfm		14.75	
Air Handling unit 10,001 cfm and over		19.50	
Duct work, alterations, and additions		8.50	
Hydronic piping system		78.25	
Evaporative cooler other than portable		8.50	
Gas heaters/unit in-wall, in-duct, suspended, etc. not incl. vent.		19.50	
Heat Pump		18.25	
Mini Split System		18.25	
Other heating/cooling		12.25	
OTHER FUEL APPLIANCES			
Water heater		49.00	
Gas or wood fireplace/insert/stove		19.50	
Pool or spa heater, kiln*		12.25	
Wood stove/pellet stove		19.50	
Flue vent for water heater or gas fireplace		10.25	
Chimney/liner/flue/vent w/o appliance		12.25	
Oil tanks/gas/diesel generators		18.25	
Other fuel appliance		12.25	
ENVIRONMENTAL EXHAUST AND VENTILATION			
Range hood/other kitchen equipment		11.75	
Clothes dryer exhaust		12.25	
Single-duct exhaust (bathrooms, toilet compartments, utility rooms)		8.50	
Hood served by mechanical exhaust, including ducts for hood		11.75	
Attic/crawlspace fans		8.50	
Ventilation system not a portion of heating or air-conditioning system		8.50	
Appliance Vent Installation, relocation or replacement not included in an appliance		11.75	
Other environment exhaust/ventilation		8.50	
FUEL PIPING: Piping per outlet		12.25	
Additional Plan Review – 2 HR Minimum		95.00	
Re-inspection Fee - Mechanical		110.00	
OFFICE USE ONLY			
Subtotal			
Minimum permit fee			110.25
Plan review (75% of permit fee)			
State surcharge (12% of permit fee)			
TOTAL PERMIT FEE			

* Site plan required for an outdoor unit

Mechanical Plan Review

2 sets of plans required for **COMMERCIAL** plan review (Full Size)

1 set of plans required for **RESIDENTIAL** plan review (Full Size)

Check all that apply:

- ☐ Educational or Institutional Occupancy
- ☐ Hazardous Location
- ☐ Installation in Patient Care Areas
- ☐ Agricultural Buildings Used for Commercial Purposes
- ☐ Any System Providing Greater Than 2000 CFM, per OMSC 606.2.1 / 606.2.2
- ☐ Complex Structures
- ☐ Commercial Exhaust Hood
- ☐ Commercial Fuel Piping