



# Mechanical Permit Application

Community Development Department-  
Building Division

305 Main Street, Klamath Falls, OR 97601  
Phone: (541) 883-5121 #1 Fax: (541) 885-3644  
Web: [www.co.klamath.or.us](http://www.co.klamath.or.us)

To apply online go to: <https://aca.oregon.accela.com/oregon/>

OFFICE USE ONLY	
Permit No:	
Received By:	Approved By:

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:
Cross street/directions to job site:	
Subdivision:	
Tax map/parcel no.:	
DESCRIPTION OF WORK	
<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: ( )
E-mail:	
CCB Lic #:	LP Lic#:
Authorized signature:	

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***			
For special information use checklist.			
Description	Qty.	Ea.	Total
Heating/cooling - Please see back of form for solid fuel requirements			
Air conditioner		16.00	
Air handling unit of up to 10,000		16.00	
Air handling unit of up to 10,001 over		16.00	
Boiler up to 200,000 BTU		16.00	
Evaporative cooler other than portable		16.00	
Floor furnace, including vent		16.00	
Furnace/burner, incl. ductwork, vent, and liner		16.00	
Gas or wood fireplace/insert		16.00	
Heat pump		16.00	
Hydronic hot water system		16.00	
Suspended heater, recessed wall heater, or floor mounted unit heater		16.00	
Other heating/cooling:		16.00	
Other fuel appliances - Please see back of form for solid fuel requirements			
Barbecue		16.00	
Chimney/liner/flue/vent w/o appliance		16.00	
Decorative gas fireplace		16.00	
Installation or relocation domestic-type incinerator		16.00	
Oil tanks/gas/diesel generators		16.00	
Pool or spa heater, kiln*		16.00	
Radon mitigation		16.00	
Water heater		16.00	
Wood/pellet stove/insert		16.00	
Other fuel appliance:		16.00	
Environmental exhaust and ventilation			
Attic/crawlspace fans		16.00	
Clothes dryer exhaust		16.00	
Flue vent for water heater or gas fireplace		16.00	
Hood served by mechanical exhaust, including ducts for hood		16.00	
Range hood/other kitchen equipment		16.00	
Ventilation fan connected to single duct		16.00	
Ventilation system not a portion of heating or air-conditioning system authorized by permit		16.00	
Other environment exhaust/ventilation:		16.00	
Fuel piping			
Gas fuel piping outlets		16.00	
MECHANICAL PERMIT FEES			
Subtotal		\$	
Permit (minimum \$86.00):		\$	
Plan review (25% 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.

**MECHANICAL Permit Fees**

**Commercial Mechanical Permit:**

Mechanical Valuation	Fee
\$1 - \$2,000	\$86
\$2,001- \$25,000	\$86 for the first \$2,000+ \$10.70 for each additional \$1,000, or fraction thereof, to and including \$25,000
\$25,001 - \$50,000	\$332.10 for the first \$25,000 + \$8.00 for each additional \$1,000 or fraction thereof, to and including \$50,000
\$50,001 - \$100,000	\$532.10 for the first \$50,000 + \$6.00 for each additional \$1,000 or fraction thereof, to and including \$100,000
\$100,001 and up	\$832.10 for the first \$100,000 + \$4.85 for each additional \$1,000 or fraction thereof
<b>Plan Review:</b>	Plan review fee shall be 25% the mechanical permit fee.
<b>Reinspection or Investigation:</b>	\$86/ hour with 1 hour minimum.
<b>Work commencing w/o permit:</b>	Fee equal to permit fee in addition to the required permit fees.
<b>Inspection or plan review outside of normal hours or scope:</b>	\$129 / hour with 2 hour minimum.
<b>Seismic Surcharge:</b>	Equal to 1% of permit fee for structures classified as essential facilities, hazardous facilities, major structures and special occupancy structures as defined in ORS 455.447.

**Minimum Document Requirements for MECHANICAL Permit Application**

**Requirements:**

**Prior to Final mechanical Inspection – Must submit Solid Fuel Burning Appliance Installation Supplement**

**Wood burning stoves require documentation of EPA certification per Klamath County Ordinance Number 406 (Clean Air Ordinance) Information is available at [www.co.klamath.or.us](http://www.co.klamath.or.us) and select “Environmental Health”**

**A list of certified woodstoves and fireplace inserts is available at:  
<http://www2.epa.gov/sites/production/files/2013-08/documents/certifiedwood.pdf>**

**Commercial & Multi-Family:**

**Indicate all that apply by checking Yes or No below. Mechanical Plan Review is required for any Yes answer(s). Provide two complete sets of plans, manufacture cut-sheets, specifications and calculations:**

**Yes / No**

- New Commercial or Multi-Family building.**
- Tenant Improvement infill or remodel where floor space is 2,000 sq. ft. or greater.**
- Change of Use or Occupancy when the building or tenant space is 2,000 sq. ft. or greater.**
- Occupancy is for a Salon or other use involving caustic materials.**
- Occupancy is for a Hospital, Medical Clinic, Medical Lab, or Dental Office.**
- Occupancy is for any Hazardous occupancy classification (*Consult with Commercial Plans Examiner if uncertain*).**
- Roof mounted equipment weighing 400lbs or more (*Cut-sheets required for verification of weight*).**
- Type I hood**
- Spray booth**