

RESOLUTION NO. 1774

A RESOLUTION AUTHORIZING THE CITY TO ENTER INTO AN AGREEMENT WITH FAIRVIEW FOR BUILDING INSPECTION SERVICES

THE TROUTDALE CITY COUNCIL FINDS AS FOLLOWS:


1. Through its Building Division, the City of Troutdale has an inspection program to do building, mechanical, plumbing and electrical inspections.
2. Troutdale has personnel certified to perform plan reviews and inspections as provided in ORS Chapter 456.
3. The City of Fairview does not have on staff a state certified Building Official and state certified inspectors, but does require the inspection services which Troutdale has the capability to perform.
4. Troutdale and Fairview are authorized by ORS 190.003-190.110 and other pertinent statutes to enter into Intergovernmental Agreements for the performance of building inspection services.
5. Both parties have agreed that the terms of the existing agreement entered into in December 2003, which require a "true-up" of inspection service costs at year-end are undesirable, and a fixed percentage fee is in the best interest of both Cities.

NOW, THEREFORE BE IT RESOLVED BY THE COUNCIL OF THE CITY OF TROUTDALE

Section 1. The mayor and the city administrator are authorized to sign the attached Troutdale/Fairview Inspection Agreement (Attachment A).


Section 2. This resolution shall take effect immediately.

YEAS: 6
NAYS: 0
ABSTAINED: 0



Paul Thalhofer, Mayor
July 14, 2005

Date



Sarah Skroch, Office Support Specialist
Adopted: July 12, 2005

TROUTDALE / FAIRVIEW BUILDING INSPECTION AGREEMENT

THIS agreement, made this 1st day of July 2005, between the CITY OF TROUTDALE, a municipal corporation of the State of Oregon, herein referred to as Troutdale, and the CITY OF FAIRVIEW, a municipal corporation of the State of Oregon, herein referred to as Fairview.

WITNESSETH:

WHEREAS, Troutdale, through its Building Division has an inspection program to do building, mechanical, plumbing and electrical inspections; and

WHEREAS, Troutdale has personnel certified to perform plans review and inspections as provided in ORS Chapter 456; and

WHEREAS, Fairview does not presently have on staff a State certified Building Official and State certified inspectors, but does require the indicated services which Troutdale has the capability to perform; and

WHEREAS, Troutdale and Fairview are authorized by ORS 190.003-190.110 and other pertinent statutes to enter into Intergovernmental Agreements for the performance of the functions and activities herein indicated.

NOW, THEREFORE, IT IS AGREED:

That Troutdale will assist Fairview in administering the Fairview building, mechanical, plumbing and electrical permit and inspection programs mandated by State statutes and related Fairview ordinances in the following particulars.

1. Duties and Responsibilities of Fairview
 - a. Fairview shall receive applications for building, plumbing, mechanical, electrical, and manufactured home permits and issue permits to builders and owners.
 - b. Fairview shall collect all fees for building, plumbing, mechanical, electrical and manufactured home plan reviews and permits issued in Fairview in accordance with the fee schedule attached as Exhibit A.
 - c. Fairview shall keep records of all permits issued and shall make such records available to Troutdale upon request.
 - d. Fairview shall require builders/homeowners who are issued permits by Fairview to notify Troutdale 24 hours in advance of all inspections to be performed by Troutdale.
 - e. Fairview shall have sole authority and responsibility for determining and enforcing compliance with zoning, land use and other laws separate and distinct from the Uniform Building, Plumbing, Mechanical and Electrical Codes adopted by the State of Oregon.

- f. Fairview grants the City of Troutdale the authority to enforce and administer the Uniform Building, Plumbing, Mechanical, and Electrical Codes hereinafter State Structural Specialty Codes, as adopted by Fairview. The City of Troutdale accepts this authority and agrees to enforce and administer the State Structural Specialty Codes in Fairview. The Building Official of the City of Troutdale shall act as Building Official for Fairview for purposes of administering the State Structural Specialty Codes including issuing stop work and similar orders. Fairview shall maintain full control and responsibility for the prosecution of any violation of the State Structural Specialty Codes referenced in this agreement. All costs of such prosecution shall be paid by Fairview.
- g. Fairview shall collect any and all fees and surcharges levied or assessed by the State of Oregon or other jurisdictions, perform all accounting functions associated therewith and make payment as appropriate.
- h. Fairview shall perform all other duties and responsibilities ordinarily associated with development and construction of the properties and structures within the City of Fairview that are not specifically enumerated below as responsibilities and duties under this agreement with Troutdale. Duties and responsibilities shall include a basic understanding of requirements for issuing building, plumbing, mechanical, electrical and manufactured home permits.

2. Duties and Responsibilities of Troutdale. Troutdale shall be responsible for and shall perform the following functions and activities for Fairview.

- a. Troutdale shall make all State certified inspections ordinarily performed by the State certified inspectors up to and including a final inspection. Upon completion of the final inspection, Troutdale shall notify Fairview to issue a certificate of occupancy or final inspection.
- b. Troutdale shall perform special inspections required or necessary to be performed by certified building inspectors on existing or occupied structures in Fairview upon the request of Fairview; payment therefore shall be upon the basis set forth below.
- c. Troutdale shall prepare such information as may be required by the State Department of Commerce associated with the reporting of building inspection activities and provide such information to Fairview.
- d. Troutdale shall pick up applications and plans from Fairview, review the applications, calculate the permit fees, check the plans for compliance with the building, mechanical, plumbing, and electrical codes, and return the applications and plans to Fairview.
- e. Troutdale shall pay the wages and all related benefits to the building inspector performing the services hereunder.
- f. Upon request for inspection, from a person issued a permit by the City of Fairview, a State certified inspector will perform inspections to determine compliance for the permit holder with the applicable building codes; Inspection duties shall include assisting Fairview officials in obtaining compliance with applicable building codes.
- g. Troutdale shall perform the aforesaid work without giving priority to either Fairview's or Troutdale's inspection requests and shall perform said work consistent with the efficient employment of State certified inspectors.
- h. Troutdale shall coordinate the service enumerated herein with the Fairview Community Development Department.

3. Applicable Building Code: This agreement is entered into by the parties hereto upon the assumption that the Uniform Building, Plumbing, Mechanical and Electrical Codes, as promulgated by the Department of Commerce, State of Oregon, shall be the codes in effect and used by Fairview.

4. Payment:

Fairview agrees to pay for the cost of Troutdale providing the services performed pursuant to this agreement. Cost shall be determined as follows.

Fairview shall initially pay an amount equal to seventy five percent (75%) of the first \$200,000.00 collected of all chargeable fees, whether or not collected, for building, plumbing, electrical, mechanical, manufactured dwellings, and applicable fire and life safety, permits issued in Fairview for structures for which inspections are requested. Once the threshold amount of \$200,000.00 is reached, Fairview will pay an amount equal to sixty five percent (65%) of all chargeable fees whether or not collected, for building, plumbing, electrical, mechanical, manufactured dwellings, and applicable fire and life safety, permits issued in Fairview for structures for which inspections are requested. Chargeable fees are the fee amounts in the fee schedule that is discussed in paragraph 5 of this agreement. The payment of the aforesaid sum shall be made on or before the 15th day of each month following the month during which the services are performed.

5. Fee Schedule: The fee schedule attached hereto, marked Exhibit "A" is part of this agreement as though fully set forth herein. The fee schedule may be changed from time to time by Troutdale in accordance with state regulations governing such fees (OAR 918-020-0220). Fairview shall adopt the Troutdale fee schedule no later than forty-five (45) days after the Troutdale City Council approves a new fee schedule. The City of Fairview reserves the right to charge fees that are higher than Troutdale's fee schedule but in no event shall Fairview charge fees that are less than the adopted Troutdale fee schedule.

6. Term: This agreement shall have an effective date of the 1st day of July, 2005, and may be amended or modified upon the written approval of both cities and shall continue until June 30, 2010. Either party upon 180 days written notice to the other may terminate this agreement. This agreement supersedes any prior agreements for inspection services.

7. Administrative Procedures: All administrative procedures governing the implementation of this agreement shall be in written form, approved by both Fairview and Troutdale prior to implementation.

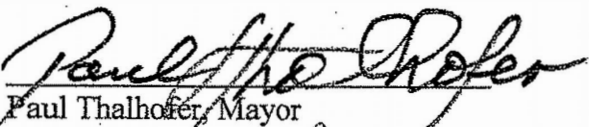
8. Insurance and Indemnity: Troutdale agrees to maintain workers compensation, health and accident insurance on any building inspector employed by Troutdale who performs service under this agreement and further agrees to provide liability insurance upon any vehicle employed by such persons while performing service within Fairview.

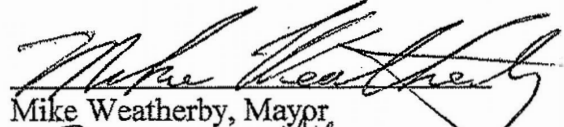
- a. Fairview shall defend, hold harmless and indemnify Troutdale against liability for damage to life or property arising from Fairview's negligent activity under this agreement, including but not limited to settlements, judgments, costs and attorneys' fees.
 - b. Troutdale shall defend, hold harmless and indemnify Fairview against liability for damage to life or property arising from Troutdale's negligent activity under this agreement, including but not limited to settlement, judgments, costs and attorneys' fees.
9. Coordination of Administration: The Building Official shall coordinate his/her functions with the Fairview Community Development Director or designated individual whenever necessary.
10. No Benefit to Third Parties: Fairview and Troutdale are the only parties to this Agreement and as such are the only parties entitled to enforce its terms. Nothing in this Agreement gives or shall be construed to give or provide any benefit, direct or indirect, or otherwise to third parties unless third persons are expressed described as intended to be beneficiaries of its terms.

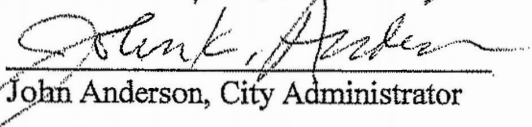
IN WITNESS WHEREOF, Fairview and Troutdale pursuant to appropriate action taken by their respective City Councils have duly caused this agreement to be signed by their authorized representatives as of the day and year hereafter written.

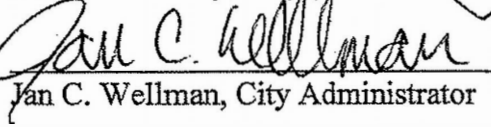
CITY OF TROUTDALE

CITY OF FAIRVIEW


Paul Thalhofer, Mayor


Mike Weatherby, Mayor


John Anderson, City Administrator


Jan C. Wellman, City Administrator

Date: 8/11/05

Date: August 4, 2005



Demolition Permit Application

City of Troutdale
 104 SE Kibling Ave., Troutdale Or 97060
 City Hall 503 665-5175

Inspection requests may be made by:

Phone: 503 674-7204

Fax: 503 667-0524

E-mail: inspection@ci.troutdale.or.us

Application No.	Permit No.
Date Received	Date Issued
Received By	Issued By
Receipt No. CD	Receipt No. CD

CATEGORY OF CONSTRUCTION			
<input type="checkbox"/> Multi-family	<input type="checkbox"/> Commercial/Industrial	<input type="checkbox"/> Single-Family	<input type="checkbox"/> Other
JOB SITE INFORMATION AND LOCATION			
Job site address:			
Project name:			
Subdivision:			
DESCRIPTION OF WORK			
PROPERTY OWNER			
Name:			
Address:			
City/State/Zip:			
Property Owners signature - <i>required</i>			
CONTRACTOR			
Name:			
Address:			
City/State/Zip:			
Phone:	Fax:		
CCB License No.:	City or Metro License No.:		

PERMIT FEES ARE BASED ON THE VALUE OF THE JOB	
Value \$	
\$ 1,000 or less	\$75.00
\$ 1,001 - \$ 10,000	\$250.00
\$ 10,001 - \$ 50,000	\$500.00
\$ 50,001 - \$ 100,000	\$1,000.00
\$ 100,001 - \$ 1,000,000	\$5,000.00
\$ 1,000,001 - \$ 10,000,000	\$10,000.00
\$ 10,000,001 or more	\$20,000.00
Permit Fee (01.00-7303)	\$
8% State Surcharge	\$
Total Due	\$
Water (Pull Meter) (03.00-7899)	\$ 50.00
Sewer (Cap Sewer) (04.00-7899)	\$ 50.00
Subtotal	\$
Grand Total Due	\$
DEPARTMENT APPROVAL - INITIAL & DATE	
Building Dept:	
Planning Dept:	
Other:	

The owner of record is responsible for the removal & disconnection of the sewer & water supply or private sewage system.	<input type="checkbox"/>
Private sewage disposal systems must be abandoned in accordance with the requirements of DEQ and the City of Portland.	<input type="checkbox"/>
All debris from this demolition must be disposed of at an appropriate disposal site within five (5) days of the demolition.	<input type="checkbox"/>
All private well systems must be disconnected, marked and made safe from any potential hazardous conditions.	<input type="checkbox"/>
The Wastewater Division of the City of Troutdale must inspect sewer disconnections.	<input type="checkbox"/>
The Contractor must request a pre-demo and then post-demo inspection(s).	<input type="checkbox"/>
The Water Division of the City of Troutdale must remove water meters.	<input type="checkbox"/>

This permit application expires if a permit is not obtained within 180-days after it has been accepted as complete. Permits are non-transferable and expire 180-days from issuance or last inspection.

Authorized signature: _____

Print name: _____ Date: _____



Plumbing Permit Application

City of Troutdale

104 SE Kibling Ave., Troutdale Or 97060

Permit Specialist 503 674-7229

Inspection requests may be made by:

Phone: 503 674-7204

Fax: 503 667-0524

Application No.	Permit No.
Date Received	Date Issued
Received By	Issued By
Receipt No. CD	Receipt No. CD

E-mail: inspection@ci.troutdale.or.us

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"/> Accessory building	<input type="checkbox"/> Multi-family
<input type="checkbox"/> Master builder	<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:	Lot no.:
Tax map/parcel no.:	
DESCRIPTION OF WORK	
PROPERTY OWNER	
<input type="checkbox"/> TENANT	
Name:	
Address:	
City/State/Zip:	
Phone:	Fax:
APPLICANT	
<input type="checkbox"/> CONTACT PERSON	
Business name:	
Contact name:	
Address:	
City/State/Zip:	
Phone:	Fax:
E-mail:	
CONTRACTOR	
Business name:	
Address:	
City/State/Zip:	
Phone:	Fax:
CCB License no.:	
State License no.:	
City or Metro License no.:	
Authorized signature:	
Print name:	Date:
<i>This permit application expires if a permit is not obtained within 180 days after it has been accepted as complete. Permits are non-transferable and expire 180 days from issuance or last inspection.</i>	
DEPARTMENT APPROVAL INITIAL & DATE	
Plumbing Dept.:	

FEE SCHEDULE			
For special information use checklist			
Description	Qty	Fee	Total
New 1-2 family dwelling (includes 100 ft. for each utility connection)			
New single-family 1 bath		396.00	
New single-family 2 bath		515.00	
New single-family 3 bath		658.00	
Each add'l bath/kitchen		108.00	
Fire sprinkler (sq. ft)			
Site utilities			
Catch basin or area drain		60.00	
Drywell, leach line or trench drain		60.00	
Manufactured home utilities		70.00	
Footing drain 1st 100 ft. ea. add'l ft. 60¢		92.00	
Manholes		60.00	
Rain drain connector		60.00	
Sanitary sewer 1st 100 ft. ea. add'l ft. 60¢		92.00	
Storm sewer 1st 100 ft. ea. add'l ft. 60¢		92.00	
Water line 1st 100 ft. ea. add'l ft. 60¢		92.00	
Fixture or item			
Backwater valve		66.00	
Backflow preventer		60.00	
Cloths washer		26.00	
Dishwasher		26.00	
Drinking fountain		26.00	
Ejector/sump		26.00	
Expansion tank		26.00	
Fixture/sewer cap		26.00	
Floor drain/floor sink/hub		26.00	
Garbage disposal		26.00	
Hose bib		26.00	
Ice maker		26.00	
Interceptor/grease trap		26.00	
Medical gas (value \$)			
Primer		26.00	
Roof drain (commercial)		26.00	
Sink/basin/lavatory		26.00	
Tub/shower/shower pan		26.00	
Urinal		26.00	
Water closet		26.00	
Water heater		26.00	
Other:		26.00	
PERMIT FEES			
Plumbing Permit Fee	\$		
Minimum Permit Fee	\$	97.00	
8% State Surcharge	\$		
30% Plan Review Fee	\$		
Deposit	\$		
TOTAL DUE	\$		



Electrical Permit Application

City of Troutdale

104 SE Kibling Ave., Troutdale Or 97060

Permit Specialist 503 674-7229

Inspection requests may be made by:

Phone: 503 674-7204

Fax: 503 667-0524

E-mail: inspection@ci.troutdale.or.us

Application No.	Permit No.
Date Received	Date Issued
Received By	Issued By
Receipt No.CD	Receipt No.CD

TYPE OF WORK	
<input type="checkbox"/> New construction	<input type="checkbox"/> Demolition
<input type="checkbox"/> Addition/alteration/replacement	<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:	Lot no.:
Tax map/parcel no.:	
DESCRIPTION OF WORK	
<input type="checkbox"/> PROPERTY OWNER	<input type="checkbox"/> TENANT
Name:	
Address:	
City/State/Zip:	
Phone:	Fax:
E-mail:	
<i>Owner Installation: This installation is being made on property that I own, which is not intended for sale, lease, rent or exchange. Owner signature: _____ Date: _____</i>	
<input type="checkbox"/> APPLICANT	<input type="checkbox"/> CONTACT PERSON
Business name:	
Contact name:	
Address:	
City/State/Zip:	
Phone:	Fax:
E-mail:	
CONTRACTOR	
Business name:	
Address:	
City/State/Zip:	
Phone:	Fax:
CCB License no.:	
State License no.:	
City or Metro License no.:	
Supervising electrician signature, required:	
Supervising electrician's license no.:	
Authorized signature:	Date:
Print name:	
<i>This permit application expires if a permit is not obtained within 180 days after it has been accepted as complete. Permits are non-transferable and expire 180 days from issuance or last inspection. ** Number of inspections allowed per permit **</i>	
DEPARTMENT APPROVAL - INITIAL & DATE	
Electrical Dept	

PLAN REVIEW			
Please check all that apply		<input type="checkbox"/> Health care facility	
<input type="checkbox"/> Service over 225 amps comm'l	<input type="checkbox"/> Service over 320 amps - rating of 1-and 2- family dwelling	<input type="checkbox"/> Hazardous location	<input type="checkbox"/> Building over 10,000 sq.ft., 4 or more new residential units in one structure
<input type="checkbox"/> System over 600 volts nominal	<input type="checkbox"/> Building over 3 stories	<input type="checkbox"/> Feeders, 400 amps or more	<input type="checkbox"/> Manufactured structure or RV park
<input type="checkbox"/> Building over 3 stories	<input type="checkbox"/> Occupant load over 99 persons	<input type="checkbox"/> Egress/lighting plan	<input type="checkbox"/> Other:
Submit 3 sets of plans with any of the above.			
The above are not applicable to temporary construction service.			
FEE SCHEDULE			
Description	Qty	Fee	Total **
New residential single- or multi-family dwelling unit. Includes attached garage.			
First 1,000 sq. ft.		175.00	4
Each add'l 500 sq.ft. or portion thereof		35.00	
Limited energy, residential		50.00	2
Each manufactured or modular dwelling, service and/or feeder		80.00	2
Service or feeder installation, alteration or relocation:			
200 amps or less		95.00	2
201 to 400 amps		120.00	2
401 to 600 amps		180.00	2
601 to 1000 amps		240.00	2
Over 1000 amps/volts		480.00	2
Reconnect only		60.00	1
Temporary service or feeder installation, alteration and/or relocation:			
200 amps or less		95.00	2
201 to 400 amps		120.00	2
401 to 600 amps		180.00	2
Branch circuits - new, alteration, or extension, per panel:			
A. Fee for branch circuits <i>without</i> service or feeder fee, each branch circuit		75.00	2
B. Fee for branch circuits <i>with</i> service or feeder fee, each branch circuit		10.00	2
Each add'l branch circuit		10.00	
Miscellaneous (service or feeder not included)			
Pump or irrigation circle		75.00	2
Sign or outline lighting		90.00	2
Signal circuit(s) or limited-energy panel, alteration, or extension. Describe:		75.00	2
Each additional inspection over allowable in any of the above			
Per inspection		85.00	1
Investigation fee (2 x's permit fee)			
Other:			
PERMIT FEES			
Electrical Permit Fee	\$		
8% State Surcharge Fee	\$		
25% Plan Review Fee	\$		
Deposit	\$		
TOTAL DUE	\$		



Mechanical Permit Application

City of Troutdale

104 SE Kibling Ave., Troutdale Or 97060

City Hall 503 665-5175

Inspection requests may be made by:

Phone: 503 674-7204

Fax: 503 667-0524

Application No.	Permit No.
Date Received	Date Issued
Received By	Issued By
Receipt No. CD	Receipt No. CD

E-mail: inspection@ci.troutdale.or.us

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:	Lot no.:
Tax map/parcel no.:	
DESCRIPTION OF WORK	
<input type="checkbox"/> PROPERTY OWNER	<input type="checkbox"/> TENANT
Name:	
Address:	
City/State/Zip:	
Phone:	Fax:
<input type="checkbox"/> APPLICANT	<input type="checkbox"/> CONTACT PERSON
Business name:	
Contact name:	
Address:	
City/State/Zip:	
Phone:	Fax:
E-mail:	
CONTRACTOR	
Business name:	
Address:	
City/State/Zip:	
Phone:	Fax:
CCB License no.:	
City or Metro License no.:	
Authorized signature:	
Print name:	Date:
<i>This permit application expires if a permit is not obtained within 180 days after it has been accepted as complete. Permits are non-transferable and expire 180 days from issuance or last inspection.</i>	
DEPARTMENT APPROVAL INITIAL & DATE	
Mechanical Dept.:	

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.			
Valuation \$			
RESIDENTIAL EQUIPMENT/SYSTEM FEES*			
For special information use checklist.			
Description	Qty	Fee	Total
Heating/Cooling			
Furnace add-on air conditioning		18.00	
Heat pump		36.00	
Duct work		8.00	
Hydronic hot water system		22.00	
Residential boiler (radiator or hydronic)		22.00	
Unit heaters (fuel-type, not electric), in-wall, in-duct, suspended, etc.		18.00	
Flue/vent for any of above		14.00	
Other:		22.00	
Other fuel appliances			
Water heater		16.00	
Gas fireplace		18.00	
Flue vent for water heater or gas fireplace		16.00	
Log lighter (gas)		16.00	
Wood/pellet stove		40.00	
Wood fireplace/insert		40.00	
Chimney/liner/flue/vent		14.00	
Other:		22.00	
Environmental exhaust and ventilation			
Range hood/other kitchen equipment		8.00	
Clothes dryer exhaust		8.00	
Single-duct exhaust (bathrooms, toilet compartments, utility rooms)		8.00	
Attic/crawlspace fans		8.00	
Other:		22.00	
Fuel piping			
\$8.00 for the first four; \$2.00 for each additional (Indicate below)			
Furnace, etc.			
Gas heat pump			
Wall/suspended/unit heater			
Water heater			
Fireplace			
Range			
Barbecue			
Clothes dryer (gas)			
Other:			
PERMIT FEES			
Mechanical Permit Fee	\$		
Minimum Permit Fee	\$50.00		
Subtotal	\$		
8% State Surcharge	\$		
25% Commercial Plan Review Fee	\$		
Deposit	\$		
TOTAL DUE	\$		



Manufactured Dwelling Permit Application

City of Troutdale

104 SE Kibling Ave., Troutdale Or 97060

Permit Specialist 503 674-7229

Application No.	Permit No.
Date Received	Date Issued
Received By	Issued By
Receipt No.CD	Receipt No.CD

Inspection requests may be made by: Phone: 503 674-7204 Fax: 503 667-0524 E-mail: inspection@ci.troutdale.or.us

TYPE OF PERMIT

<input type="checkbox"/> Owner installed	<input type="checkbox"/> Contractor installed	<input type="checkbox"/> Repair
<input type="checkbox"/> New	<input type="checkbox"/> Addition/alteration	<input type="checkbox"/> Replacement: Same location <input type="checkbox"/> Yes <input type="checkbox"/> No

JOB SITE INFORMATION

Job address:		Space no.:	
Manufactured dwelling park:		Address:	
City:	State:	Zip:	
Tax map/tax lot no./account no.:	Lot:	Block:	Subdivision:
Base flood elevation:	Elevation certificate:		
Description of work on premises:			

OWNER	MANUFACTURED HOME INFORMATION
-------	-------------------------------

Name:				Concrete stringers/slab under home: <input type="checkbox"/> Yes <input type="checkbox"/> No			
Address:				<input type="checkbox"/> Single <input type="checkbox"/> Double <input type="checkbox"/> Triple			
City:	State:	Zip:					
Phone:	Fax:	E-mail:	Valuation \$ _____ Square Feet _____				
Owner representative:				(dwelling and set up only, does not include other permits)			
Phone:	Fax:	E-mail:					

SET UP/INSTALLATION CONTRACTOR	ADDITIONAL PERMITS (if required)
--------------------------------	----------------------------------

Name:				<input type="checkbox"/> Mechanical	Permit no.:	_____
Address:				<input type="checkbox"/> Plumbing	Permit no.:	_____
City:	State:	Zip:				
Phone:	Fax:	E-mail:	<input type="checkbox"/> Electrical	Permit no.:	_____	
CCB License no.:			City/Metro license no.:			
MDI license no.:			<input type="checkbox"/> Foundation	Permit no.:	_____	
<h3>SKIRTING CONTRACTOR</h3>				<input type="checkbox"/> Garage	Permit no.:	_____
				<input type="checkbox"/> Carport	Permit no.:	_____
				<input type="checkbox"/> Cabana	Permit no.:	_____
				<input type="checkbox"/> Ramada	Permit no.:	_____
				<input type="checkbox"/> Awning	Permit no.:	_____
				<input type="checkbox"/> Alteration	Permit no.:	_____
				<input type="checkbox"/> Other	Permit no.:	_____

DEPARTMENT APPROVAL - INITIAL & DATE

Building Dept.:	_____
Planning Dept.:	_____

APPLICANT

Name:				Notice: Manufactured dwelling installers must have an Oregon MDI and Construction Contractors Board license under provisions of ORS 701 and may be required to be licensed in the jurisdiction where work is being performed, or the applicant is exempt from licensing for the following reason: _____ _____ _____			
Address:							
City:	State:	Zip:					
Phone:	Fax:	E-mail:					
<i>I hereby certify I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not.</i>							

Applicant's signature _____ Date _____
 Notice: This permit application expires if a permit is not obtained within 180 days after it has been accepted as complete.

Set up fee	\$320.00
8% State surcharge	\$25.60
State fee	\$30.00
TOTAL	\$375.60