

## RESOLUTION NO. 1776

### A RESOLUTION AUTHORIZING THE CITY TO ENTER INTO AN AGREEMENT WITH WOOD VILLAGE 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 Wood Village 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 Wood Village 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. The current agreement has been in place since 1989 and is in need of updating.

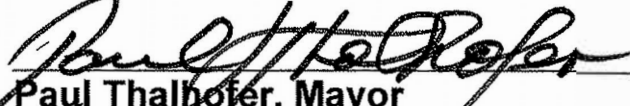
#### NOW, THEREFORE BE IT RESOLVED BY THE COUNCIL OF THE CITY OF TROUTDALE


- Section 1. The mayor and the city administrator are authorized to sign the attached Troutdale/Wood Village Building Inspection Agreement (Attachment A).
- Section 2. This resolution shall take effect immediately.

YEAS: 5

NAYS: 0

ABSTAINED: 0

  
Paul Thalhofer, Mayor  
September 29, 2005  
Date

  
Debbie Stickney, City Recorder  
Adopted: September 27, 2005

## TROUTDALE / WOOD VILLAGE INSPECTION AGREEMENT

THIS agreement, made this 21<sup>st</sup> day of September, 2005 between the CITY OF TROUTDALE, a municipal corporation of the State of Oregon, herein referred to as Troutdale, and the CITY OF WOOD VILLAGE, a municipal corporation of the State of Oregon, herein referred to as Wood Village.

### 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, Wood Village 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 Wood Village 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 Wood Village in administering the Wood Village building, mechanical, plumbing and electrical permit and inspection programs mandated by State statutes and related Wood Village ordinances in the following particulars.

1. Duties and Responsibilities of Wood Village

- a. Wood Village shall receive applications for building, plumbing, mechanical, electrical, and manufactured home permits and issue permits to builders and owners.
- b. Wood Village shall collect all fees for building, plumbing, mechanical, electrical and manufactured home plan reviews and permits issued in Wood Village in accordance with the fee schedule attached as Exhibit A.
- c. Wood Village shall keep records of all permits issued and shall make such records available to Troutdale upon request.
- d. Wood Village shall require builders/homeowners who are issued permits by Wood Village to notify Troutdale 24 hours in advance of all inspections to be performed by Troutdale.
- e. Wood Village 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. Wood Village 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 Wood Village. The City of Troutdale accepts this authority and agrees to enforce and administer the State Structural Specialty Codes in Wood Village. The Building Official of the City of Troutdale shall act as Building Official for Wood Village for purposes of administering the State Structural Specialty Codes including issuing stop work and similar orders. Wood Village 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 Wood Village.
  - g. Wood Village 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. Wood Village shall perform all other duties and responsibilities ordinarily associated with development and construction of the properties and structures within the City of Wood Village 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 Wood Village:
- 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 Wood Village 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 Wood Village upon the request of Wood Village; 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 Wood Village.
  - d. Troutdale shall pick up applications and plans from Wood Village, 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 Wood Village.
  - 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 Wood Village, a State certified inspector will perform inspections to determine compliance for the

permit holder with the applicable building codes. Inspection duties shall include assisting Wood Village officials in obtaining compliance with applicable building codes.

- g. Troutdale shall perform the aforesaid work without giving priority to either Wood Village'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 Wood Village 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 Wood Village.
- 4. Payment: Wood Village agrees to pay for the cost of Troutdale providing the services performed pursuant to this agreement. Cost shall be determined as follows:

Wood Village shall initially pay an amount equal to seventy-five percent (75%) of the first \$200,000 collected of all chargeable fees, whether or not collected, for building, plumbing, electrical, mechanical, manufactured dwellings, demolition, grading, and applicable fire & life safety permits issued in Wood Village for structures for which inspections are requested. Once the threshold amount of \$200,000 is reached, Wood Village 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, demolition, grading, and applicable fire & life safety permits issued in Wood Village 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 15<sup>th</sup> 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 Wood Village in accordance with state regulations governing such fees (OAR 918-020-0220). Wood Village shall adopt the Troutdale fee schedule no later than forty-five (45) days after the Troutdale City Council approves the new fee schedule.
- 6. Term: This agreement shall have an effective date of the 1<sup>st</sup> 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 Wood Village 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 Wood Village.

- a. Wood Village shall defend, hold harmless and indemnify Troutdale against liability for damage to life or property arising from Wood Village'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 Wood Village 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 Wood Village Community Development Director or designated individual whenever necessary.
10. No Benefit to Third Parties: Wood Village 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 expressly described as intended to be beneficiaries of its terms.

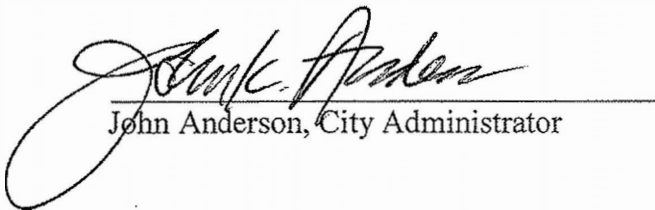
IN WITNESS WHEREOF, Wood Village and Troutdale pursuant to appropriate action taken by their respective City Council, have duly caused this Agreement to be signed by their authorized representatives as of the day and year hereafter written.

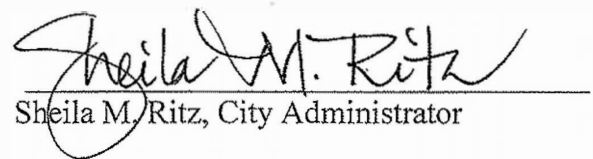
CITY OF TROUTDALE

CITY OF WOOD VILLAGE

  
Paul Thalhofer, Mayor

  
David M. Fuller, Mayor

  
John Anderson, City Administrator

  
Sheila M. Ritz, City Administrator

Date: 10/25/05

Date: 10/29/05



# Building Permit Application

## CITY OF WOOD VILLAGE

2055 NE 238<sup>th</sup> Drive, Wood Village, OR 97060-1095  
 Phone 503.667.6211 Fax 503.669.8723  
 Inspection Request Line 503.674.7204

### OFFICE USE ONLY - 2 SIDED DOCUMENT

Date received:	Permit #
Project #	Expiry date:
Issue date:	By:
File #	Receipt #

#### 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"/> 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: **Wood Village OR 97060**

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: \_\_\_\_\_ Metro Lic: \_\_\_\_\_

Authorized signature: \_\_\_\_\_

Print name: \_\_\_\_\_ Date: \_\_\_\_\_

#### REQUIRED DATA: 1- AND 2-FAMILY DWELLING

Permit fees\* are based on the value of the work performed. Indicate the value (rounded to the nearest dollar) of all equipment, materials, labor, overhead, and the profit for the work indicated on this application.

Valuation

Number of bedrooms: \_\_\_\_\_

Number of bathrooms: \_\_\_\_\_

Total number of floors: \_\_\_\_\_

New dwelling area: \_\_\_\_\_ square feet

Garage/carport area: \_\_\_\_\_ square feet

Covered porch area: \_\_\_\_\_ square feet

Deck area: \_\_\_\_\_ square feet

Other structure area: \_\_\_\_\_ square feet

#### REQUIRED DATA: COMMERCIAL-USE CHECKLIST

Permit fees\* are based on the value of the work performed. Indicate the value (rounded to the nearest dollar) of all equipment, materials, labor, overhead, and the profit for the work indicated on this application.

Valuation

Existing building area: \_\_\_\_\_ square feet

New building area: \_\_\_\_\_ square feet

Number of stories: \_\_\_\_\_

Type of construction: \_\_\_\_\_

Occupancy groups:

Existing: \_\_\_\_\_

New: \_\_\_\_\_

#### NOTICE

All contractors and subcontractors are required to be licensed with the Oregon Construction Contractors Board under ORS 701 and may be required to be licensed in the jurisdiction in which work is being performed. If the applicant is exempt from licensing, the following reasons apply:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

#### BUILDING PERMIT FEES\*

*Please refer to fee schedule*

Fees due upon application	
Amount received	
Date received:	

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

\* Fee methodology set by Tri-County Building Industry Service Board



**Plumbing Permit Application**  
**CITY OF WOOD VILLAGE**  
 2055 NE 238<sup>th</sup> Drive, Wood Village, OR 97060-1095  
 Phone 503.667.6211 Fax 503.669.8723  
 Inspection Request Line 503.674.7204

**OFFICE USE ONLY**

Date received:	Permit #
Project #	Expiry date:
Issue date:	By:
File #	Receipt #

**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"/> 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: Wood Village OR 97060	
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.	Metro lic. no.

Authorized signature & Plumbing License #:	
Print name:	Date:

**FEE\* SCHEDULE**

*For special information use checklist.*

Description	Qty.	Ea.	Total
<b>New 1- 2-family dwellings (includes 100 ft. for each utility connection)</b>			
SFR (1) bath		351	
SFR (2) bath		441	
SFR (3) bath		508	
Each additional bath/kitchen		67	
Fire sprinkler (____ sq. ft.)			
<b>Site utilities</b>			
Catch basin or area drain		60	
Drywell, leach line, or trench drain		60	
Footing drain 1 <sup>st</sup> 100 ft ea. add'l ft. 60¢		60	
Manufactured home utilities		60	
Manholes		60	
Rain drain connector		60	
Sanitary sewer 1 <sup>st</sup> 100 ft ea. add'l ft. 60¢		60	
Storm sewer 1 <sup>st</sup> 100 ft ea. add'l ft. 60¢		60	
Water service 1 <sup>st</sup> 100 ft ea. add'l ft. 60¢		60	
<b>Fixture or item</b>			
Absorption valve		22	
Backflow preventer		60	
Backwater valve		60	
Clothes washer		22	
Dishwasher		22	
Drinking fountain		22	
Ejectors/sump		22	
Expansion tank		22	
Fixture/sewer cap		22	
Floor drain/floor sink/hub		22	
Garbage disposal		22	
Hose bib		22	
Ice maker		22	
Interceptor/grease trap		22	
Medical gas (value: \$ ____ )			
Primer		22	
Roof drain (commercial)		22	
Sink/basin/lavatory		22	
Tub/shower/shower pan		22	
Urinal		22	
Water closet		22	
Water heater		22	
Other:			
Other:			

**Permit Fee**

\$97.00 - Minimum permit fee

Plan review ( 30% of permit fee)

State surcharge (8% 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.

\* Fee methodology set by Tri-County Building Industry Service Board



# Electrical Permit Application

## CITY OF WOOD VILLAGE

2055 NE 238<sup>th</sup> Drive, Wood Village, OR 97060-1095  
 Phone 503.667.6211 Fax 503.669.8723  
 Inspection Request Line 503.674.7204

### OFFICE USE ONLY

Date received:	Permit #
Project #	Expiry date:
Issue date:	By:
File #	Receipt #

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 no:	Job address:
City/State/ZIP: Wood Village OR 97060	
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:
<b>Owner installation:</b> This installation is being made on property that I own, which is not intended for sale, lease, rent, or exchange.	
Owner signature: _____ Date: _____	
<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:
Lic. no:	CCB lic. no:
Supervising electrician signature & license no., required:	
Print name:	Date:
Authorized signature:	
Print name:	Metro lic:

PLAN REVIEW				
Please check all that apply:				
<input type="checkbox"/> Service over 225 amps, comm'l	<input type="checkbox"/> Hazardous location			
<input type="checkbox"/> Service over 320 amps - rating of 1- and 2-family dwellings	<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"/> Feeders, 400 amps or more			
<input type="checkbox"/> Building over three stories	<input type="checkbox"/> Manufactured structures or RV park			
<input type="checkbox"/> Occupant load over 99 persons	<input type="checkbox"/> Other:			
<input type="checkbox"/> Egress/lighting plan				
<input type="checkbox"/> Health-care facility				
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	**
<b>New residential single- or multi-family dwelling unit. Includes attached garage.</b>				
1,000 sq. ft. or less		150		4
Ea. add'l 500 sq. ft. or portion		30		
Limited energy, residential		50		2
Limited energy, non-residential		50		2
Each manufactured or modular dwelling, service and/or feeder		80		2
<b>Services or feeders installation, alteration, and/or relocation</b>				
200 amps or less		80		2
201 amps to 400 amps		110		2
401 amps to 600 amps		160		2
601 amps to 1,000 amps		235		2
Over 1,000 amps or volts		450		2
Reconnect only		60		1
<b>Temporary services or feeders installation, alteration, and/or relocation</b>				
200 amps or less		60		2
201 amps to 400 amps		95		2
401 amps to 600 amps		130		2
<b>Branch circuits - new, alteration, or extension, per panel</b>				
A. Fee for branch circuits with service or feeder fee, each branch circuit		7		2
B. Fee for branch circuits without service or feeder fee, each branch circuit		50		2
Each add'l branch circuit		7		
<b>Miscellaneous (service or feeder not included)</b>				
Pump or irrigation circle		55		2
Sign or outline lighting		60		2
Signal circuit(s) or limited-energy panel, alteration, or extension. Describe:		60		2
<b>Each additional inspection over allowable in any of the above</b>				
Per inspection		65		
Investigation fee (2x permit fee)				
Other:				
ELECTRICAL PERMIT FEES*				
Subtotal				
Plan review (25% of permit fee)				
State surcharge (8% 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.

\* Fee set by Tri-County Building Industry Service Board  
 \*\* Number of inspections allowed per permit.



# Mechanical Permit Application

## CITY OF WOOD VILLAGE

2055 NE 238<sup>th</sup> Drive, Wood Village, OR 97060-1095  
 Phone 503.667.6211 Fax 503.669.8723  
 Inspection Request Line 503.674.7204

### OFFICE USE ONLY - 2 SIDED FORM

Date received:	Permit #
Project #	Expiry date:
Issue date:	By:
File #	Receipt #

#### TYPE OF WORK

- New construction       Addition/alteration/replacement  
 Demolition               Other:

#### CATEGORY OF CONSTRUCTION

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

#### JOB SITE INFORMATION AND LOCATION

Job site address:

City/State/ZIP: Wood Village OR 97060

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:    Metro 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.

Value: \$

#### RESIDENTIAL EQUIPMENT / SYSTEMS FEES\*

For special information use checklist.

Description	Qty.	Ea.	Total
<b>Heating/cooling</b>			
Furnace add-on air conditioning		12.25	
Gas heat pump		12.25	
Duct work		13.25	
Hydronic hot water system		12.25	
Residential boiler (radiator or hydronic)		13.15	
Unit heaters (fuel-type, not electric), in-wall, in-duct, suspended, etc.		6.50	
Flue/vent for any of above		9.50	
Other:			
<b>Other fuel appliances</b>			
Water heater		9.50	
Gas fireplace		9.50	
Flue vent for water heater or gas fireplace		9.50	
Log lighter (gas)		9.50	
Wood/pellet stove		9.50	
Wood fireplace/insert		9.50	
Chimney/liner/flue/vent		9.50	
Other:			
<b>Environmental exhaust and ventilation</b>			
Range hood/other kitchen equipment		9.50	
Clothes dryer exhaust		6.50	
Single-duct exhaust (bathrooms, toilet compartments, utility rooms)		6.50	
Attic/crawlspace fans		6.50	
Other:			
<b>Fuel piping:</b>			
<b>\$5.50 for first four; \$1.00 for each additional</b>			
Furnace, etc.			
Gas heat pump			
Wall/suspended/unit heater			
Water heater			
Fireplace			
Range			
Barbecue			
Clothes dryer (gas)			
Other:			

#### MECHANICAL PERMIT FEES\*

Subtotal	
Minimum permit fee - \$22.00	
Plan review (25% of permit fee)	
State surcharge (8% 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.

\* Fee methodology set by Tri-County Building Industry Service Board  
 440-4617T (11/02/COM/WEB)



**Manufactured Dwelling  
Permit Application**

**CITY OF WOOD VILLAGE**  
 2055 NE 238<sup>th</sup> Drive, Wood Village, OR 97060-1095  
 Phone 503.667.6211 Fax 503.669.8723  
 Inspection Request Line 503.674.7204

**OFFICE USE ONLY**

Date received:	Permit #
Project #	Expiry date:
Issue date:	By:
File #	Receipt #
Health Dept.:	Payment type:

**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: <b>Wood Village</b>		State: <b>Oregon</b>	ZIP: <b>97060</b>
Tax map/tax lot no./account no.:		Lot:	Block:
Base flood elevation:		Elevation certificate:	
Description of work on premises:			

**OWNER**

**MANUFACTURED HOME INFORMATION**

Name:			
Address:			
City:		State:	ZIP:
Phone:	Fax:	E-mail:	
Owner representative:			
Phone:	Fax:	E-mail:	

Concrete stringers/slab under home :  Yes  No  
 Single  Double  Triple  
 Valuation \$ \_\_\_\_\_ Square feet \_\_\_\_\_  
 (dwelling and set up only, does not include other permits)

**SET UP/INSTALLATION CONTRACTOR**

**ADDITIONAL PERMITS (if required)**

Name:			
Address:			
City:		State:	ZIP:
Phone:	Fax:	E-mail:	
CCB license no.:		City/Metro license no.:	
MDI license no.:			

	Permit no.
Mechanical	_____
Plumbing	_____
Electrical	_____
Foundation	_____
Garage	_____
Carport	_____
Cabana	_____
Ramada	_____
Awning	_____
Alteration	_____
Other	_____

**SKIRTING CONTRACTOR**

Name:			
Address:			
City:		State:	ZIP:
Contact person:		Phone:	
CCB license no.:		City/Metro license no.:	
Skirting license no.:		MDI/LSI license no.:	

**APPLICANT**

Name:			
Address:			
City:		State:	ZIP:
Phone:	Fax:	E-mail:	

**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:

*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.*

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 .....	\$	160.00
State surcharge .....	\$	12.80
State fee .....	\$	30.00
<b>TOTAL .....</b>	<b>\$</b>	<b>202.80</b>



# Grading Permit Application

## CITY OF WOOD VILLAGE

2055 NE 238<sup>th</sup> Drive, Wood Village, OR 97060-1095  
 Phone 503.667.6211 Fax 503.669.8723  
 Inspection Request Line 503.674.7204

### OFFICE USE ONLY

Date received:	Permit #
Project #	Expiry date:
Issue date:	By:
File #	Receipt #

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 no:	Job address:
City/State/ZIP: Wood Village OR 97060	
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:
<b>Owner installation:</b> This installation is being made on property that I own, which is not intended for sale, lease, rent, or exchange.	
Owner signature: _____ Date: _____	
<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:
City or Metro Lic. No:	
CCB license no:	
Date:	
Authorized signature:	
Print name:	

PLAN REVIEW FEES Table A-33-A	
50 c/y and less	No Fee
51 to 100 c/y	\$23.50
101 to 1,000 c/y	37.00
1,001 to 10,000 c/y	49.25
10,001 to 100,000 c/y \$49.25 for the 1 <sup>st</sup> 10,000 c/y \$24.50 each add'l 10,000 c/y *	
100,001 to 200,000 c/y \$269.75 for the 1 <sup>st</sup> 100,000 c/y & \$13.25 each add'l 10,000 c/y *	
200,001 c/y and more \$402.25 for the 1 <sup>st</sup> 200,000 c/y & \$7.25 each add'l 10,000 c/y *	
* or fraction thereof	
PERMIT FEES Table A-33-B	
50 c/y and less	\$23.50
51 to 100 c/y	37.00
101 to 1,000 c/y \$37.00 for the 1 <sup>st</sup> 100 c/y \$17.50 each add'l 100 c/y *	
1,001 to 10,000 c/y \$194.50 for the 1 <sup>st</sup> 1,000 c/y \$14.50 each additional 1,000 c/y *	
10,001 to 100,000 c/y \$325.00 for the 1 <sup>st</sup> 10,000 c/y \$66.00 each add'l 10,000 c/y *	
100,001 or more \$919.00 for the 1 <sup>st</sup> 100,000 c/y \$36.50 each add'l 10,000 c/y *	
* or fraction thereof	
COMMENTS	
PERMIT FEES	
Grading Permit Fee	
Plan Review Fee	
State Surcharge (8% 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.



# Fire Prevention Permit Application

## CITY OF WOOD VILLAGE

2055 NE 238<sup>th</sup> Drive, Wood Village, OR 97060-1095

Phone 503.667.6211 Fax 503.669.8723

Inspection Request Line 503.674.7204

### OFFICE USE ONLY - TWO SIDED DOCUMENT

Date received:	Permit #
Project #	Expiry date:
Issue date:	By:
File #	Receipt #

#### TYPE OF WORK

- |   |                                     |
|---|-------------------------------------|
| <input type="checkbox"/> New construction     | <input type="checkbox"/> Alteration |
| <input type="checkbox"/> Addition/replacement | <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: Wood Village OR 97060

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.:

Metro Lic:

Authorized signature:

Print name:

Date:

#### REQUIRED DATA

Permit fees\* are based on the value of the work performed. Indicate the value (rounded to the nearest dollar) of all equipment, materials, labor, overhead, and the profit for the work indicated on this application.

Valuation: \$

#### Scope of Work (check one)

- Fire Detection/Alarm System
- Fire Sprinkler System
- Hood & Duct Fire Suppression System
- Paint Booth Fire Suppression System
- Flammable/Combustible Liquid Storage Tanks

Other:

#### NOTICE

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

\* Fee methodology set by Tri-County Building Industry Service Board.

#### COMMENTS

#### PERMIT FEES

Permit Fee	\$
65% Plan Review	\$
8% State Surcharge	\$
<b>TOTAL DUE</b>	<b>\$</b>

Allow at least 3 weeks for plan review.



## Demolition Permit Application CITY OF WOOD VILLAGE

2055 NE 238<sup>th</sup> Drive, Wood Village, OR 97060-1095  
 Phone 503.667.6211 Fax 503.669.8723  
 Inspection Request Line 503.674.7204

### OFFICE USE ONLY – 2 SIDED FORM

Date received:	Permit #
Project #	Expiry date:
Issue date:	By:
File #	Receipt #

#### CATEGORY OF CONSTRUCTION

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

#### JOB SITE INFORMATION AND LOCATION

Job site address:

City/State/ZIP: **Wood Village OR 97060**

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: \_\_\_\_\_

#### CONTRACTOR

Business name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/ZIP: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

CCB lic: \_\_\_\_\_ Metro lic: \_\_\_\_\_

Authorized signature: \_\_\_\_\_

Print name: \_\_\_\_\_ Date: \_\_\_\_\_

#### PERMIT FEES ARE BASED ON VALUATION

Value	
\$1,000 or less	\$75
\$1,001 - \$10,000	\$250
\$10,001 - \$50,000	\$500
\$50,001 - \$100,000	\$1,000
\$100,001 - \$1,000,000	\$5,000
\$1,000,001 - \$10,000,000	\$10,000
\$10,000,001 or more	\$20,000
Permit Fee (01.00-7303)	
8% State Surcharge	
<b>Subtotal A</b>	
Water – pull meter	\$50
Sewer – cap sewer	\$50
<b>Subtotal B</b>	
<b>Total A + B</b>	

The owner of record is responsible for the removal & disconnection of the sewer & water supply or private sewerage system.

Private sewage disposal systems must be abandoned in accordance with the requirements of DEQ and the City of Portland.

All debris from this demolition must be disposed of at an appropriate disposal site within 5 days of the demolition.

All private well systems must be disconnected, marked and made safe from any potential hazardous conditions.

Wood Village Public Works must inspect sewer disconnections.

The Contractor must request a pre-demo and then post-demo inspection(s). Wood Village Public Works must remove water meters.

**THIS PERMIT APPLICATION EXPIRES IF A PERMIT IS NOT OBTAINED WITHIN 180 DAYS AFTER IT HAS BEEN ACCEPTED AS COMPLETE.**

**ATTENTION:** Oregon law requires you to follow rules adopted by the Oregon Utility Notification Center. Those rules are set forth in OAR 952-001-0010 through OAR 952-001-0080. You may obtain copies of these rules from the Center by calling (503) 232-1987. If you have any questions about the rules, you may contact the call Center.