



ENB-14.05 - Mechanical Permit Fee Schedule

Binding City Policies (BCP)

Policy category: [Permitting & Development Fee Schedules](#)

Policy number: ENB-14.05

[Ordinance 191299 Exhibit C](#)

History

Ordinance No. 178653, passed by City Council August 4, 2004 and effective September 1, 2004.

Filed for inclusion in PPD September 29, 2004.

Amended by Ordinance No. 180190, passed by City Council May 31, 2006 and effective July 1, 2006.

Amended by Ordinance No. 181007, passed by City Council May 31, 2007 and effective July 1, 2007.

Amended by Ordinance No. 181834, passed by City Council May 14, 2008 and effective July 1, 2008.

Amended by Ordinance No. 182842, passed by City Council May 27, 2009 and effective July 1, 2009.

Amended by Ordinance No. 183831, passed by City Council May 26, 2010 and effective July 1, 2010.

Amended by Ordinance No. 184624, passed by City Council May 25, 2011 and effective June 24, 2011.

Amended by Ordinance No. 185373, passed by City Council May 30, 2012 and effective June 29, 2012.

Amended by Emergency Ordinance No. 186388, passed by City Council December 18, 2013 and effective January 1, 2014.

Amended by Ordinance No. 188949, passed by City Council May 23, 2018 and effective June 22, 2018.

Amended by Ordinance No. [189525](#), passed by City Council May 29, 2019 and effective July 1, 2019.

**Search Code, Charter,
Policy**

Keywords

Search

Amended by Ordinance No. [190182](#), passed by City Council October 28, 2020 and effective December 1, 2020.

Amended by Ordinance No. [190408](#), passed by City Council May 19, 2021 and effective July 1, 2021.

Amended by Ordinance No. [190822](#), passed by City Council May 18, 2022 and effective July 1, 2022.

Amended by Ordinance No. [191299](#), passed by City Council May 31, 2023 and effective July 1, 2023.

City of Portland
Bureau of Development Services
Mechanical Permit Fee Schedule
Effective Date: July 1, 2023

One & Two Family Dwelling Fees		Current Fee	Proposed Fee
HVAC			
Air handling unit		\$ 33.00	\$ 35.00
Air conditioning (site plan required)		\$ 33.00	\$ 35.00
Alteration of existing HVAC system		\$ 40.00	\$ 42.00
Boiler/compressors		\$ 40.00	\$ 42.00
Heat pump (site plan required)		\$ 63.00	\$ 67.00
Install/replace furnace/burner (including ductwork/vent/liner)		\$ 69.00	\$ 73.00
Install/replace /relocate heaters - suspended, wall or floor mounted		\$ 33.00	\$ 35.00
Vent for appliance other than furnace		\$ 28.00	\$ 30.00
Environmental exhaust and ventilation			
Appliance vent		\$ 28.00	\$ 30.00
Dryer exhaust		\$ 18.00	\$ 19.00
Hood: Type I/II/Res. Kitchen/Hazmat, Hood Fire Suppression System		\$ 18.00	\$ 19.00
Exhaust fan with single duct (bath fans)		\$ 18.00	\$ 19.00
Exhaust system apart from heating or AC		\$ 28.00	\$ 30.00
Fuel Piping and Distribution			
Up to 4 outlets		\$ 19.00	\$ 20.00
Each additional over 4 outlets		\$ 3.29	\$ 3.46
Other listed appliance or equipment			
Decorative fireplace		\$ 32.00	\$ 34.00
Insert		\$ 71.00	\$ 75.00
Woodstove/Pellet stove		\$ 71.00	\$ 75.00
Other: (including oil tanks, gas and diesel generators, gas and electric ceramic kilns, gas fuel cells, jewelry torches, crucibles and other appliance/equipment not included above)		\$ 40.00	\$ 42.00
Commercial Fees		Current Fee	Proposed Fee
Commercial Mechanical Permit Fee - For commercial installation, replacement or relocation of non-portable mechanical equipment or mechanical work			
Valuation:			
\$1 to \$1,000	Minimum Fee	\$ 127.00	\$ 134.00
\$1,001 to \$10,000	Fee for the first \$1,000	\$ 127.00	\$ 134.00
	For each additional \$100 over \$1,000	\$ 2.69	\$ 2.83
\$10,001 to \$100,000	Fee for the first \$10,000	\$ 369.10	\$ 388.70
	For each additional \$1,000 over \$10,000	\$ 16.45	\$ 17.28
\$100,001 and above	Fee for the first \$100,000	\$ 1,849.60	\$ 1,943.90
	For each additional \$1,000 over \$100,000	\$ 11.28	\$ 11.85
Valuation includes the dollar value of all mechanical materials, labor overhead and profit			
Commercial Plan Review			
60% of total mechanical permit fee - <i>Maximum number of allowable checksheets: 2</i>			
Additional checksheet fee - <i>per checksheet</i>		\$ 258.00	\$ 271.00

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Miscellaneous Fees		Current Fee	Proposed Fee
Additional Plan Review Fee: For changes, additions, or revisions to plans			
One half-hour or less of plan review time	\$	90.00	\$ 95.00
More than one half-hour of plan review time - <i>per hour or fraction thereof</i>	\$	180.00	\$ 190.00
Appeal Fees (per appeal)			
One and Two-Family Dwellings	\$	275.00	\$ 289.00
All other occupancies	\$	575.00	\$ 604.00
Plus, for each appeal item over 2	\$	140.00	\$ 147.00
Field Issuance Remodel Program: For 1 & 2 family dwelling alterations/remodels			
Registration Fee	\$	462.00	\$ 504.00
Annual Renewal Fee	\$	132.00	\$ 144.00
Inspection, plan review, administrative, and project management activities - <i>per hour or fraction of an hour. Minimum - 1 hour for each inspection</i>	\$	304.00	\$ 332.00
Fees for services provided by bureaus other than the Bureau of Development Services necessary for construction authorization will be billed to the Owner as assessed by those bureaus.			
Fees shall be billed monthly. Fees not paid within 30 days of billing shall be assessed a 5% penalty fee for each 30-day period until paid in full.			
Inspections Outside of Normal Business Hours			
Minimum	\$	245.00	\$ 258.00
Hourly Rate - <i>per hour or fraction of an hour</i>	\$	245.00	\$ 258.00
Investigation Fee - For commencement of work before obtaining a permit			
Minimum	\$	127.00	\$ 134.00
Hourly Rate - <i>per hour or fraction of an hour</i>	\$	127.00	\$ 134.00
Master Permit/Facility Permit Program			
Inspection, plan review, and administrative activities - <i>per hour or fraction of an hour. Minimum - 1 hour for each inspection.</i>	\$	255.00	\$ 268.00
Minimum Fee	\$	127.00	\$ 134.00

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Miscellaneous Fees	Current Fee	Proposed Fee
Minor Mechanical Labels		
Commercial - <i>per set of 10 labels</i>	\$ 440.00	\$ 462.00
Residential - <i>per set of 10 labels</i>	\$ 440.00	\$ 462.00
Other Inspections Not Specifically Identified Elsewhere		
Minimum	\$ 180.00	\$ 190.00
Hourly Rate - <i>per hour or fraction of hour</i>	\$ 180.00	\$ 190.00
Permit Reactivation Processing Fee - Fee for renewal of a permit that has been expired, provided no changes have been made to the original plans and specifications for such work. A permit may be renewed only once. <i>Fee - The renewal fee shall be one half the amount required for a new permit</i>		
Minimum Fee	\$ 180.00	\$ 190.00
Reinspection Fee - <i>per inspection</i>	\$ 127.00	\$ 134.00
Requested Inspection Fee		
One and Two-Family Dwellings	\$ 193.00	\$ 203.00
Apartment Houses - <i>base fee</i>	\$ 255.00	\$ 268.00
For each dwelling unit in excess of three - <i>in addition to base fee</i>	\$ 18.00	\$ 19.00
Hotels/Motels - <i>base fee</i>	\$ 255.00	\$ 268.00
For each sleeping room in excess of five - <i>in addition to base fee</i>	\$ 13.00	\$ 14.00
All other occupancies one and two stories in height up to 10,000 square feet - <i>base fee</i>	\$ 255.00	\$ 268.00
For each additional 1,000 square feet - <i>in addition to base fee</i>	\$ 18.00	\$ 19.00
All other occupancies 3 stories in height and above - <i>base fee</i>	\$ 255.00	\$ 268.00
For each story in excess of three - <i>in addition to base fee</i>	\$ 32.00	\$ 34.00