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Equipment Permit Application

Washington County

155 N. 1st Ave, Suite 350, MS 12, Hillsboro, OR 97124

Inspection Request: 503-846-3699 / www.WashCoORACA.com

Phone: 503-846-3470 / **Email**: Lutbldg@co.washington.or.us

Project #: _____ **Permit #:** _____

JOB SITE INFORMATION	
Job site address:	
City/State/ZIP:	
Tax map/parcel no.:	
PROPERTY OWNER	
Name:	
Address:	
City/State/ZIP:	
Email:	
Phone:	
APPLICANT	
Contact Name:	
Business Name:	
Address:	
City/State/ZIP:	
Email:	
Phone:	
GENERAL CONTRACTOR	
Business Name:	
Address:	
City/State/ZIP:	
Email:	
Phone:	CCB lic.:
MECHANICAL CONTRACTOR	
Business Name:	
Address:	
City/State/ZIP:	
Email:	
Phone:	CCB lic.:
PLUMBING CONTRACTOR	
Business Name:	
Address:	
City/State/ZIP:	
Email:	
Phone:	CCB lic.:

I have read and agree with the conditions on the back of this application:

Authorized Signature: _____

Print Name: _____ Date: _____

EQUIPMENT/TOOL LOCATION	
Site/Campus Location:	
Building No.:	
Suite No.:	
Level:	
Gridlines: /	
Area Designation:	
REQUIRED PERMITS	
Check Yes or No for the type(s) of work required to complete the installation. List existing permit number if available	
☐ Yes ☐ No - Seismic:	
☐ Yes ☐ No - Electrical:	
☐ Yes ☐ No - Mechanical:	
☐ Yes ☐ No - Plumbing:	
If a permit is required provide a separate application listing the contractor and scope of work	

EQUIPMENT/TOOL LIST	
1	
2	
3	
4	
5	
6	
7	
8	
9	
10	

TRUST INFORMATION	
Trust Account No:	
BUILDING PERMIT FEES*	
Please refer to fee schedule	
Application Fee	$ 130.00
12% State Surcharge	$ 15.60
Total Fees due at Submittal	$ 145.60

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

WASHINGTON COUNTY
OREGON

A G R E E M E N T

I, the APPLICANT signed on the front of this document, do understand, and agree to the following statements.

SCOPE

I understand and agree that the scope of this equipment installation permit **shall not** include any equipment that is, by nature of hazard, specifically regulated by the Oregon Structural Specialty Code and therefore does not require a building permit. Nor shall it include any equipment that is, by use or character, specifically regulated by either the Oregon Mechanical, or Plumbing Specialty Codes and therefore does not require either a commercial mechanical or plumbing permit respectively. Nor shall it to apply any equipment support system such as a process piping, ducting, or venting system that is not included in the POC (point of connection) described below.

Considering the aforementioned criteria, I understand and agree that the scope of this equipment installation permit **shall** include;

- any floor or roof mounted equipment weighing over 400 lbs and mobility is not a functional requirement, or
- any equipment, regardless of weight, that is supported by the structure's walls or columns, or
- any equipment, regardless of weight, that is supplied with an internal source of flammable, or combustible, or hazardous materials, and mobility is not a functional requirement, or
- any equipment, regardless of weight, that is connected to an exterior source of flammable, or combustible, or hazardous materials, with either flexible or rigid piping, and mobility is not a functional requirement.

I understand and agree that any equipment to be installed within the scope of this equipment installation permit shall be restrained by being securely anchored to structure in order prevent lateral movement as required by the Oregon Structural Specialty Code. All equipment that falls within the scope of this equipment installation permit shall have its means of restraint verified by an engineer. I also understand and agree that any structural modification to any structural element will need to be designed and permitted under a standard commercial building permit.

I understand and agree that the scope of this equipment installation permit shall include a POC for equipment support systems. All portions of such systems that exceed the following POC limitations shall be permitted under the appropriate standard commercial permit. For mechanical process supply or exhaust ducting, or process venting systems, the POC shall be defined as a simple connection between the equipment and any previously installed main (trunk) or lateral (branch) process duct, or process vent systems within (50) fifty feet in any direction. If there is no duct, or vent system to connect to, the POC shall be defined as the point where the new duct, or vent attaches to the equipment. The entire new duct, or vent system shall then be permitted under a standard commercial mechanical permit. For plumbing, the POC shall be defined as a simple, direct connection to any existing potable water line, or any existing DWV system within (10) feet in any direction. All other potable water lines, DWV piping, or floor drains, floor sinks or other indirect plumbing connections will require a standard commercial plumbing permit. All other potable water lines, DMV piping or floor drains, floor sinks or other indirect plumbing connections will require a standard commercial plumbing permit. An approved protective device shall be installed at the connection between the potable water line and the equipment, or the potable water line and the serving the equipment. All electrical connections will require a standard commercial electrical or low voltage electrical permit.

I understand and agree that the scope of this equipment installation permit shall not include any partition wall, clean room wall, structural wall, column, floor, roof, mechanical system or plumbing system that is regulated by the Oregon Specialty Codes. Any work deemed "new construction" as defined in OAR 918-100-0010 and ORS 455.190 shall only be performed after standard commercial building, mechanical, or plumbing permits have been obtained. I also understand and agree that I may install no more than ten (10) individual pieces of equipment per each equipment installation permit issued to me. I understand that once a permit has been submitted and accepted I will not be able to add any additional pieces of equipment to it and a new equipment permit will need to be obtained.

FEES

I understand and agree that the concept of this "equipment installation permit" is to facilitate Building Services Division's effort to provide an equitably priced plan review and inspection service to the commercial community by not assessing permit fees based on equipment value.

I understand and agree that I will be required to pay per hour fees (plus applicable State of Oregon surcharge on inspection and travel time) for travel, plan review, and inspection time accrued by Washington County staff. The per hour fees shall be assessed at the hourly rate listed in the current Washington County Building Services Division Fee Schedule. I have paid a non-refundable, one-time per permit, permit set up fee when making this equipment installation permit application. All other fees assessed for travel, plan review, and inspection time accrued will be deducted from an approved trust account. Failure to do so will result in a suspension of County plan review or inspection services. Services will only be resumed after payment has been made current for all services rendered.

LABELING

I understand and agree that a "Washington County Equipment Installation Permit" label will be permanently affixed to the permitted equipment to facilitate tracking of installed equipment. The labels shall be affixed to the equipment in a location and manner that is conducive to inspection and signing by Building Services personnel. I also understand that no equipment shall be inspected unless it displays the appropriate "Washington County Equipment Installation Permit" label.

I have read this agreement in its entirety……APPLICANT INITIALS X_____ DATE:_____

(Please initial and date all sheets)

Department of Land Use and Transportation • Building Services Division
155 N First Avenue, Suite 350-12, Hillsboro, OR 97124-3072
Phone: 503-846-3470 Fax:503-846-3993
INSPECTION REQUEST LINE: 503-846-3699

Last Revised:06/28/22