City of Hillsboro
Building Permit Application
150 E Main Street, 4th Floor, Hillsboro, OR 97123
Phone: (503) 681-6144| Inspections: (503) 681-6244
Fax: (503) 681-6469| www.hillsboro-oregon.gov
E-mail: permits@hillsboro-oregon.gov

OFFICE USE ONLY	
PUP	Date Received:
STR	**ELE**
SWR	**AFIR**
PLM	**SFIR**
MEC	**CMB**

PLN Case File Number:

TYPE OF WORK		
☐ New Construction	☐ Addition/Alteration/Replacement	☐ Other:

CATEGORY OF CONSTRUCTION	
☐ 1 & 2 Family Dwelling	☐ Commercial/Industrial
☐ Accessory building	☐ Multi-Family
☐ Master Builder	☐ Other:

JOB SITE INFORMATION AND LOCATION	
Job site address:	
Suite/bldg./apt. no.:	
City/State/ZIP:	
Project Name:	
Subdivision:	Lot no.:

DESCRIPTION OF WORK
REISSUE: ☐ **PLAN NO.:** **ADDRESS:**

☐ PROPERTY OWNER	☐ TENANT
Name:	
Address:	
City/State/ZIP:	
Phone:	
E-mail:	

APPLICANT
Business name:
Contact name:
Address:
City/State/ZIP:
Phone:
E-mail:

CONTRACTOR	
Business name:	
Address:	
City/State/ZIP:	
Phone:	
E-mail:	
CCB License:	
Authorized Signature:	
Print name:	Date:

REQUIRED INFORMATION: 1 & 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 INFORMATION: COMMERCIAL USE	
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:	Use:
Existing:	Existing:
Proposed:	Proposed:

☐ Change of Use requires an on-site survey for backflow/cross connection protection. Applicant will be contacted by the Water Department.

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.

I acknowledge that work related to this Building Permit Application may be subject to regulations governing the handling, removal and/or disposal of asbestos and/or lead-based paint. If the work is subject to regulations governing asbestos and/or lead-based paint, I will comply with all such regulations. _____ (initials)

BUILDING PERMIT FEES	
Plan Review Fee	
State Surcharge (12% of permit fee)	
TOTAL PERMIT FEE	

This permit application expires if a permit is not obtained within 180 days.