



SCAPPOOSE *Oregon*

NEW CONSTRUCTION CHECKLIST

We do NOT offer electronic plan review at this time, therefore the following items must be submitted to our office or mailed to City Hall for the plan review process.

- ☐ **Completed Building Permit Application**
- ☐ **2 sets of plans with Plan Submittal Intake Checklist**
- ☐ **Mechanical and Plumbing fixture fee worksheets**
- ☐ **City Code Compliance form initialed & signed**
- ☐ **Moisture Content Acknowledgment**
- ☐ **Oregon Residential Energy Additional Measures**
- ☐ **Completed Subcontractors List (with license #'s)**
 - *Note; All contractors must have a valid CCB# and a City of Scappoose business license.*
 - *Link to Scappoose Business Licenses; <https://www.scappoose.gov/cityhall/page/business-licenses>*

CONTRACTORS:

- ☐ Please create the ePermit record via Oregon e-permitting which is accessible from any internet search browser or search 'oregon building permits' or use this link;
<https://aca.oregon.accela.com/oregon/>
 - If you've never used the program before, click onto the "Training" links found at the top and the bottom of the ePermit home page. It will provide you step-by-step instructions.
- ☐ Be prepared to upload your plans into the e-permit record or upload later (Click on the "training" tab if you need help)

Plan Review timeline; approx. 2-3 weeks if plan-set is complete.

Permit Issuance; We will contact you when your permit is ready or if more detail is required. Once issued, 1-set of APPROVED-STAMPED plans will be returned to you which will be required on the job-site for all inspection until final.

Energy Incentives can be found by visiting Energy Trust of Oregon; www.energytrust.org

ELECTRICAL PERMITS ARE ISSUED BY COLUMBIA COUNTY LAND DEVELOPMENT IN ST. HELENS 503-397-1501. Contractors can apply via Oregon e-permitting.

**Questions contact Elizabeth Happala at 503-543-7184 Ext. *402#
ehappala@scappoose.gov**

BUILDING PERMIT APPLICATION

CITY OF SCAPPOOSE 503.543.7184
PHYSICAL ADDRESS: 52610 NE 1ST #120
MAILING ADDRESS: 33568 E. COLUMBIA AVE.
SCAPPOOSE, OR 97056

APPLICATION DATE

ATTACH DETAILED PLOT PLAN

INSPECTION REQUEST LINE 503.543.7185
IVR Inspection #: 1-888-299-2821

ADDRESS OF STRUCTURE			MAP TAX LOT NUMBER (required-contact Columbia County Assessor)			PERMIT NUMBER								
PROPERTY OWNER			MAIL ADDRESS			CITY - STATE - ZIP			PHONE					
CONTRACTOR			MAIL ADDRESS			CITY - STATE - ZIP			LIC. NO. (CCB/LCB)			PHONE		
TYPE OF CONST.		SIZE OF BLDG.		TOTAL SQ. FT.		1 ST		VALUATION OF WORK		OCCUPANCY		REQUIRED SETBACKS		
<input type="checkbox"/> RESIDENTIAL <input type="checkbox"/> COMMERCIAL		_____ X _____				2 ND BASEMENT GARAGE				GROUP		FRONT _____ SIDE _____ SIDE _____ REAR _____		
TYPE OF WORK: <input type="checkbox"/> NEW <input type="checkbox"/> CHANGE				<input type="checkbox"/> MECHANICAL <input type="checkbox"/> ADDITION		<input type="checkbox"/> PLUMBING <input type="checkbox"/> REPAIR		LOT SIZE		ZONING				

JOB DESCRIPTION: _____

CITY BUSINESS
LICENSE NO.

NOTICE

THIS PERMIT BECOMES NULL AND VOID IF WORK OR CONSTRUCTION AUTHORIZED IS NOT COMMENCED WITHIN 180 DAYS, OR IF CONSTRUCTION OR WORK IS SUSPENDED OR ABANDONED FOR A PERIOD OF 180 DAYS AT ANY TIME AFTER WORK IS COMMENCED.

This permit is granted on the express condition that the said construction will, in all respects, conform to the Ordinances of this jurisdiction, including the Zoning Ordinance, regulating the construction and use of buildings, and may be revoked at any time upon violation of any provision of said Ordinances.

I further certify that, pursuant to ORS 701.055(8) I will present to the City at the time of application for building permit or plumbing permit a full and complete list of names and registration numbers of all subcontractors and suppliers covered under chapter 701 of the Oregon Revised Statutes.

Failure to submit the list of subcontractors and suppliers will result in the withholding of the permit.

Failure to immediately notify the City of any changes of subcontractors and /or suppliers will result in the withholding of the occupancy permit and penalties under state and local statutes.

ALL SUBCONTRACTORS AND SUPPLIERS MUST BE LICENSED WITH THE CITY OF SCAPPOOSE PRIOR TO THE COMMENCEMENT OF THE JOB.

The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.

I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of law and ordinances governing this work will be complied with whether specified herein or not. By signing this I agree to expressly and unequivocally call for and consent to any and all inspections deemed necessary by the building officials.

SIGNATURE OF CONTRACTOR OR AUTHORIZED AGENT _____ DATE _____

SIGNATURE OF PROPERTY OWNER _____ DATE _____

STAFF USE ONLY: (SPECIAL CONDITIONS AND REMARKS):

PERMIT FEES		
	RECEIPT NO.	FEE
PLAN CHECKING		.
FIRE / LIFE / SAFETY		.
CONSTRUCTION		.
STATE BUILDING FEE		.
PLUMBING		.
STATE PLUMBING		.
MECHANICAL		.
STATE MECHANICAL		.
SDC WATER		.
SDC SEWER		.
SDC STREETS		.
SDC PARKS		.
SDC STORM		.
CET SCHOOL		.
CET ADMIN.		.
WATER / SEWER		.
CONSTRUCTION WATER		.
INVESTIGATION FEE		.
ENGINEER REVIEW		.
PLANNING DEPT. REVIEW		.
		.
ISSUE DATE:	TOTAL	

MUST BE APPROVED BY ALL THOSE INDICATED BELOW

BUILDING INSPECTOR: _____ DATE: _____ CITY ENGINEER: _____ DATE: _____

PLANNER: _____ DATE: _____ OFFICE ADMINISTRATOR: _____ DATE: _____



Residential Plan Submittal Intake Checklist

CITY OF SCAPPOOSE Building Department
Mailing address: 33568 E. Columbia Ave., Scappoose, OR 97056
• 503-543-7184 • Fax: 503-543-5679
scappoosebuildingdept@cityofscappoose.org
<https://www.ci.scappoose.or.us/building>

FOR DEPARTMENT USE ONLY

Permit No.:

Office:

PROJECT TYPE & APPLICABLE CODE EDITION

- | | | |
|--------------------------------------------------------------------|---------------------------------------------------------------------------------------|---------------------------------------|
| <input type="checkbox"/> New Single Family Residence | <input type="checkbox"/> Alteration/addition to existing detached accessory structure | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Alteration/addition to existing residence | <input type="checkbox"/> Deck | _____ |
| <input type="checkbox"/> New, detached accessory structure | <input type="checkbox"/> Repair | _____ ORSC Edition |

MINIMAL SUBMITTAL REQUIREMENTS CHECKLIST FOR PLAN REVIEW

- | | Provided | N/A | |
|-----|--------------------------|--------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. | <input type="checkbox"/> | <input type="checkbox"/> | Local Planning/Zoning, water district, erosion control, DEQ/septic/sewer approval. |
| 2. | <input type="checkbox"/> | <input type="checkbox"/> | Site/Plot Plan Show the size and location of new construction and existing structures on the site and distances from lot lines. Reference ORSC Section R106.2. The plot plan checklist can be found on the building page; https://www.ci.scappoose.or.us/building/page/building-permit-application |
| 3. | <input type="checkbox"/> | <input type="checkbox"/> | Two complete sets of Construction Documents. Construction documents must be of sufficient clarity to indicate the location, site specific design criteria per Table R301.2(1), nature and extent of the work proposed and show in detail conformity to the provisions of the code, relevant laws, ordinances, rules and regulations. Reference ORSC Section R106.1.1. |
| 4. | <input type="checkbox"/> | <input type="checkbox"/> | Foundation Plan. Provide plan dimensions, footing sizes, posts, anchor bolts, hold-downs, associated details including reinforcement requirements and foundation vent locations. Reference ORSC Chapter 4. |
| 5. | <input type="checkbox"/> | <input type="checkbox"/> | Floor Plans. Provide dimensions, room identification, door size, window size, location of smoke and carbon monoxide alarms, water heater, furnace, ventilation fans, plumbing fixtures and balconies and decks that are 30 inches above grade. Reference ORSC Chapter 5. |
| 6. | <input type="checkbox"/> | <input type="checkbox"/> | Cross section(s) and details. Show all framing members such as floor beams, headers, joists, sub-floor, wall construction, and roof construction. More than one cross section may be required to clearly portray construction. Show all wall and roof sheathing, roofing, roof slope, ceiling height, siding material, footings and foundation, stairs, fireplace construction, thermal insulation, etc. Reference ORSC Section R106.1.1. |
| 7. | <input type="checkbox"/> | <input type="checkbox"/> | Elevation Views. Provide dimensions including but not limited to floor and roof eave and ridge elevations, opening locations, and finish grade profile. Reference ORSC Section R106.1.1. |
| 8. | <input type="checkbox"/> | <input type="checkbox"/> | Wall Bracing. Provide engineered or prescriptive lateral calculations and plans showing braced wall lines, bracing method, location and length of braced wall panels, and associated connections to roof, floor, and foundation. Lateral design details and connections shall be incorporated into the plans. Reference ORSC Sections R106.1.3, R602.10, R301.1.3. See https://www.oregon.gov/bcd/codes-stand/Pages/residential-structures.aspx for prescriptive wall bracing calculators) |
| 9. | <input type="checkbox"/> | <input type="checkbox"/> | Floor/Roof Framing Plans. Provide a plan for each roof and floor framing assembly that shows all structural framing members and supports, their sizes, spacing, species, grade, bearing locations, method of attachment (e.g. hardware), roof pitch, and attic ventilation requirements. Reference ORSC Chapter 5 and Chapter 8. |
| 10. | <input type="checkbox"/> | <input type="checkbox"/> | Design Calculations. Provide for all structural load carrying members that are not based on prescriptive span tables in the code. Reference ORSC Section R301.1.3. |
| 11. | <input type="checkbox"/> | <input type="checkbox"/> | Floor and/or Roof Trusses. Provide the design layout plan with truss details and calculations that have been stamped by an Oregon licensed engineer. Reference ORSC Sections R502.11 and R802.10. |
| 12. | <input type="checkbox"/> | <input type="checkbox"/> | Energy Code Compliance. Show compliance with Chapter 11 Energy Efficiency, identifying the additional Envelope Enhancement Measure and Conservation Measure chosen from Table N1101.1(2) (when applicable). Where Envelope Enhancement Measure No. 6 is chosen, provide supporting calculations (see https://www.oregon.gov/bcd/codes-stand/Pages/residential-structures.aspx for thermal performance calculator.). Reference ORSC Chapter 11. |

Note: This checklist must be completed in full before the plan review process will begin.



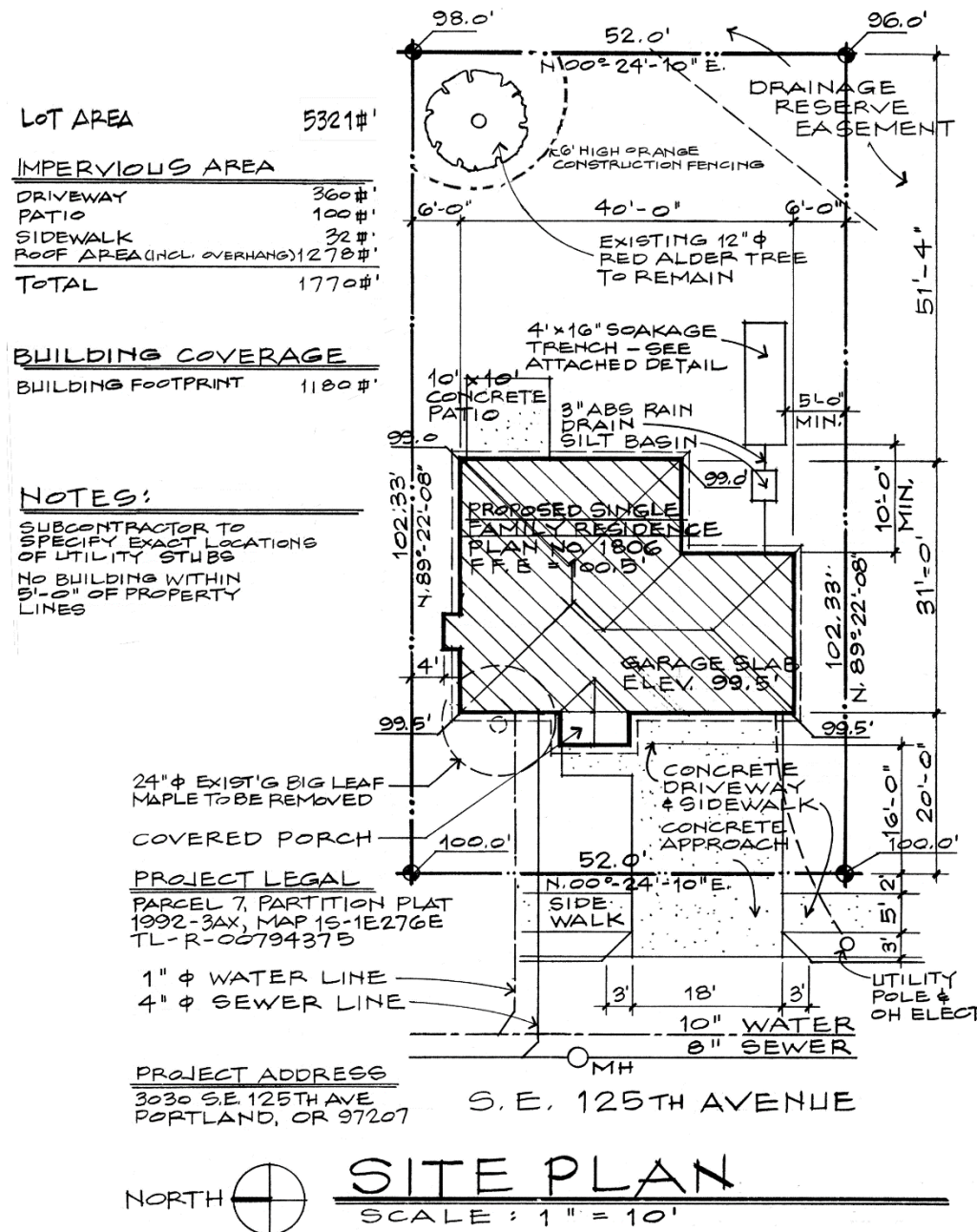
Applicant: _____ Date: _____

Receiving employee (print name): _____ Date: _____



Site/Plot plan must be accurately drawn to scale and show:

- ☐ Lot and building setback dimensions
- ☐ Property corner elevations (If there is more than a 4-foot elevation differential, the site plan must also show existing and proposed contour lines at 2 foot intervals. A separate Grading Plan may be required to legibly show grading changes.)
- ☐ Location and dimensions of easements and driveway
- ☐ Footprint of proposed and existing structures (including decks)
- ☐ Dimension distances between structures and property
- ☐ Location of wells and/or septic systems
- ☐ Lot area
- ☐ North Arrow upper right corner
- ☐ Impervious area (structures, paving, roof overhangs, etc.)
- ☐ Any sensitive lands; floodplain, wetlands, and slopes >15%
- ☐ Location of utilities and connections; storm and sanitary sewers, water, gas, etc., including size of service and street location
- ☐ Location of stormwater facility
- ☐ Surface drainage
- ☐ Width of adjacent right of way, street name and curb height
- ☐ Landscape plans including street tree requirement
- ☐ Minimum scale is 1 inch = 10 feet
- ☐ Minimum paper size is 11 x 17 inches
- ☐ Allow sufficient white space for City approval stamps & notes
- ☐ Any additional requirements specific to your site or project (if required, or additional requirements approved/agreed during the developments approval process.



Sample Site Plan

A well-prepared Site Plan is one of the MOST IMPORTANT documents in your building permit submittal materials. ALL major review groups need to approve your site plan.

Site Plans must be clearly legible and reproducible. A complete and accurate Site Plan will help to speed your permit application reviews and reduce the need to send you notice for missing information or charge you additional review fees for missing data.

This sample drawing has been designed to help you prepare a complete Site Plan for your project. Make sure your Site Plan includes all the information on the Site Plan Checklist.

PLEASE NOTE: The sample site plan to the left is provided as a reference tool showing how and what must be included in your site plan.

This sample site plan is not to scale, nor is it the on the minimum paper size.

Your site plan must be to scale. Our required scale is minimum 1 inch = 10 feet. Minimum paper size is 11x17.

Site plans submitted to other departments for their application/review will not be used in lieu of missing site plans. A site plan must be submitted with construction documents for Building Dept. review approval.

CITY OF SCAPPOOSE

2025-2026 PLUMBING FEE CHECKLIST

Permit# : _____

JOBSITE: _____

FIXTURE	COUNT	FEE	TOTAL
NEW HOME 1-BATH & 1-KITCHEN		\$520.02	
NEW HOME 2-BATH & 1-KITCHEN		\$676.56	
NEW HOME 3-BATH & 1-KITCHEN		\$895.30	
each add'l new bathroom or kitchen;		\$123.31	
Absorption valve		\$38.60	
Backflow preventer for irrigation		\$38.60	
Backwater valve		\$38.60	
Catch basin or area drain		\$38.60	
Clothes washer		\$38.60	
Dishwasher		\$38.60	
Drinking fountain		\$38.60	
Drywell		\$38.60	
Leach line		\$38.60	
Trench drain		\$38.60	
Ejectors/sump pump		\$38.60	
Expansion tank		\$38.60	
Fixture cap		\$38.60	
Floor drain/floor sink		\$38.60	
Hub drain		\$38.60	

FIXTURE	COUNT	Fee	TOTAL
Garbage disposal		\$38.60	
Hose bibbs (incl'd with new home)		\$38.60	
Ice maker (incl'd with new home)		\$38.60	
Interceptor/grease trap		\$38.60	
Manholes		\$38.60	
Primer		\$38.60	
Roof drain (commercial)		\$38.60	
Septic abandonment (contact Columbia County Sanitarian for add'l permits)		\$38.60	
Sink/basin/lavatory		\$38.60	
Stormwater retention		\$38.60	
Stormwater detention tank		\$38.60	
Stormwater facility;		\$38.60	
Swimming pool piping/connection		\$38.60	
Tub/shower/shower pan		\$38.60	
Urinal		\$38.60	
Water closet/toilet		\$38.60	
Water heater including alternate potable water heating system		\$38.60	
MISC. FIXTURES NOT LISTED ABOVE;		\$38.60	
MISC. FIXTURES NOT LISTED ABOVE;		\$38.60	

(NOTE; ANY CONNECTION TO CITY UTILITIES WILL REQUIRE SYSTEM DEVELOPMENT CHARGES)

A. NEW CONSTRUCTION OF RESIDENTIAL 1 & 2 FAMILY DWELLINGS:

New home construction; bathrooms includes one kitchen, first 100' of site utilities, hose bibs, icemakers, underfloor low-point drains and rain drain package including piping, gutters, downspouts & perimeter system.

NEW 1 & 2 FAMILY HOME; 1-BATH & 1-KITCHEN (NOT counted above, in the yellow)		\$520.02	
NEW 1 & 2 FAMILY HOME; 2-BATH & 1-KITCHEN (NOT counted above, in the yellow)		\$676.56	
NEW 1 & 2 FAMILY HOME; 3-BATH & 1-KITCHEN (NOT counted above, in the yellow)		\$895.30	
each add'l bath(s) or kitchen(s) not counted above;		\$123.31	
WATER SERVICE; first 100 feet (New 1 & 2 Family Homes exluded)		\$140.46	
Each Additional 100 feet, or part thereof;		\$73.99	
SANITARY SEWER; first 100 feet (New 1 & 2 Family Homes exluded)		\$140.46	
Each Additional 100 feet, or part thereof;		\$73.99	
STORMWATER; first 100 feet (New 1 & 2 Family Homes exluded)		\$140.46	
Each Additional 100 feet, or part thereof;		\$73.99	

B. MANUFACTURED DWELLINGS & PREFABRICATED STRUCTURES: 918-050-0130Any New Manufactured/PreFab connection to existing drain, sewer, storm & water (**Excludes** 1st 30' of initial manufactured dwelling installation plus any connections for dwellings that complies with the prescriptive requirements of the Oregon Manufactured Dwelling & Park Specialty Code.)

Each Add'l 30' or part thereof for each Water, Sanitary and/or Storm Sewer lines		\$38.60	
----------------------------------------------------------------------------------	--	---------	--

C. PARKS FOR RV and MANUFACTURED DWELLINGS: OAR 918-600-0030

Base fee (includes 5 or less spaces)		\$432.10	
6+ spaces (base fee plus cost per spaces)		\$143.67	

D. COMMERCIAL, INDUSTRIAL & DWELLINGS OTHER THAN 1 & 2 FAMILY: OAR 918-050-0100 (2a)**** Minor installation - use checklist above for all fixture including additions, remodels, alterations & repairs.**

Installing or altering a Sewer Wastewater Pretreatment System? (circle one)	yes / no
Installing or altering a Chemical Drain, Waste & Vent System? (circle one)	yes / no
Installing a potable Water Pressure Booster Pump System for Municipality Supplied Water? (circle one)	yes / no
Installing a Vacuum Drainage, Waste and Vent System? (circle one)	yes / no
Installing or Altering a Reclaimed Wastewater System? (circle one)	yes / no
WATER SERVICE; first 100 feet count as "1";	\$140.46
Each Additional 100 feet, or part thereof;	\$73.99
SANITARY SEWER; first 100 feet count as "1";	\$140.46
Each Additional 100 feet, or part thereof;	\$73.99
STORMWATER; first 100 feet count as "1";	\$140.46
Each Additional 100 feet, or part thereof;	\$73.99

E. RESIDENTIAL FIRE SUPPRESSION PLUMBING FEES; based on sq. ft. of home.**F. MEDICAL GAS** (fee based on installation cost, system equipment including inlets, outlets, fixtures & appliances)

Minimum Permit Fee \$138.72

TOTAL:

Plan Review (35%)

State Fee (12%)

Total Amount Due

Amt. Already Paid;

BALANCE:

III. MECHANICAL PERMIT FEE CHECKLIST		COUNT EACH	TOTAL
A. RESIDENTIAL: Unless otherwise noted, fees apply to both gas & electric appliances for insllation, repairs, alterations and related equipment including piping. (Minimum permit fee \$159.71)			
THE PRIMARY FUEL SOURCE IS: _____ Also list any secondary fuel; _____			
HEATING & COOLING:			
Air Conditioning	\$17.16		
Air Handler, up to 10,000 cfm	\$17.16		
Air Handler, over 10,000 cfm	\$17.16		
Evaporative cooler other than portable	\$17.16		
Cadet Heaters; count only (no mechanical fee, electrical permit required)	\$17.16		
Fireplace/insert, gas or wood	\$17.16		
Floor funace, including vent	\$17.16		
Furnace/Burner including duct work/vent/liner	\$17.16		
Furnace, up to 100,000 BTU	\$17.16		
Furnace, over 100,000 BTU	\$17.16		
Heat Pump	\$17.16		
Hydronic hot water system	\$17.16		
Mini split system - must also list add'l heat source;	\$17.16		
Repair, alteration or addition to any mechanical appliance including install controls	\$17.16		
Heater, suspended, recessed wall or floor mount	\$17.16		
Wood/Pellet Stove	\$17.16		
Other heating/cooling not listed above but regulated;	\$17.16		
OTHER FUEL APPLICANCES:			
BBQ line	\$17.16		
Chimney/liner/flue/vent	\$17.16		
Fireplace, decorative	\$17.16		
Gas or Wood Fireplace/insert	\$17.16		
Incinerator, domestic; install or relocation	\$17.16		
Generators, oil tank/gas diesel	\$17.16		
Pool/spa heater, kiln	\$17.16		
Propane Insert	\$17.16		
Range/Cook Top; gas (if electric then no mechanical permit required)	\$17.16		
Water Heater; gas/hydronic (Plumbing permit also required for all types.)	\$17.16		
Wood/Pellet Stove	\$17.16		
Misc. gas lines/outlets not listed above;	\$17.16		
Other fuel appliances not listed above;	\$17.16		
ENVIRONMENTAL EXHAUST & VENTILATION:			
Appliance vent; installation, relocation or replacement not previously counted	\$17.16		
Attic/crawl space fan	\$17.16		
Chimney/liner/flue/vent	\$17.16		
Clothes Dryer Vent/exhaust	\$17.16		
Ductwork- no appliance/fixture	\$17.16		
Flue vent for water heater or gas fireplace	\$17.16		
Hood & ducts served by mechanical exhaust	\$17.16		
Radon Mitigation	\$17.16		
Range Hood/Vent	\$17.16		
Vent Fan; bath/laundry/attic/ect. (not apart of heating or cooling)	\$17.16		
Ventilation system misc. (not apart of heating or cooling)	\$17.16		
Other environmental exhaust & ventilation;	\$17.16		
TOTAL FUEL COUNT (REQUIRED)			
Gas Fuel piping outlets: _____ (count each one)	\$17.16		
Gas Pressure Test, each: _____	\$17.16		
B. COMMERCIAL, INDUSTRIAL & DWELLINGS OTHER THAN 1 & 2 FAMILY:			
Mechanical fee shall be calculated based on the value of the equipment and installation costs, including contractor's profit. BID VALUE: \$ _____		Use Structural Fee calculation (I.A.)	
PLAN REVIEW FEE:		NOTES:	
Mechanical Plan Review Fee	35% of mechanical fee		
Additional plan review required by changes, additions or revision to approved plans	\$159.71/hr. (min. 1 hr.)		
MECHANICAL PERMIT FEE		(\$159.71 Minimum)	
PLAN CHECKING FEE		35% of mech. permit	
STATE SURCHARGE		12% of mech. permit	
TOTAL PERMIT FEE:			



Moisture Content Acknowledgment Form

CITY OF SCAPPOOSE BUILDING DEPARTMENT

Mailing address: 33568 E. Columbia Ave., Scappoose, OR 97056

Phone: 503-543-7184 • Fax: 503-543-5679

email: scappoosebuildingdept@scappoose.gov



You must submit this form to Building Codes Division before issuance of the Certificate of Occupancy.

I, _____, am the general contractor or the owner/builder at the following address:

Street address: _____

City: _____

Permit number: _____

If applicable:

Subdivision/Lot: _____ and/or map and tax lot: _____

To conform with the Oregon Residential Specialty Code (ORSC), Section R318.2, I am notifying the building official that I am aware of the moisture content requirement of ORSC Section R318.2 and have taken steps to meet this code requirement.
[Section R318.2 is provided for reference.]

Section R318.2 Moisture content. Prior to issuance of the insulation/vapor barrier approval required by R109.1.5.2 of this code:

- (A) All moisture-sensitive wood framing members used in construction shall have a moisture content of not more than 19 percent of the weight of dry wood framing members.
- (B) The general contractor or the owner who was issued the structural permit shall notify the building official on a division-approved form that the contractor or the owner who was issued the structural permit is aware of and has taken steps to meet the requirement in paragraph (A).

Signature: _____

Date: _____





Residential Energy Additional Measure Selection



CITY OF SCAPPOOSE BUILDING DEPARTMENT

Mailing address: 33568 E. Columbia Ave., Scappoose, OR 97056

Phone: 503-543-7184 • Fax: 503-543-5679

email: scappoosebuildingdept@scappoose.gov

RESIDENTIAL INFORMATION

Date:

Building permit number:

Owner's name:

Job address:

City:

State:

ZIP:

INSTRUCTIONS

Select the type of construction. If the project is an addition, select the applicable addition type and check the selected measures from the Tables N1101.1(2) and N1101.3.2 on Page 2 accordingly; print and sign your name. Submit this form with your permit application or your project will be placed on hold until the required information is provided.

- ☐ **New construction.** All conditioned spaces within residential buildings shall comply with Table N1101.1(1), and one additional measure from Table N1101.1(2).

Note: If using Exception 3 of Section N1105.3 for the installation of ducts and air handling equipment, two additional measures shall be selected for compliance from Table N1101.1(2).

Check the selected measure(s) on Page 2. Depending on the additional measure you have selected, there may be sub-options that you will have to specify. Check the appropriate box if provided.

- ☐ **Additions.** Additions to existing buildings or structures may be made without making the entire building or structure comply if the new additions comply with the requirements of this chapter. Read ORSC Section N1101.3.

Check the appropriate boxes below and the selected measures on Page 2. Depending on the additional measure you have selected, there may be sub-options that you will have to specify. Check the appropriate box if provided.

- ☐ **Large additions.** Additions that are more than or equal to 600 square feet in area are required to select one measure from Table N1101.1(2).

- ☐ **Small additions.** Additions that are less than 600 square feet in area are required to select one measure from Table N1101.1(2) **or** select one measure from Table N1101.3.

☐ Selected Table N1101.1(2) additional measure

or

☐ Selected Table N1101.3 additional measure

- ☐ **Exception:** Additions that are less than 225 square feet in area are not required to comply with Table N1101.1(2) or Table N1101.3.

Applicant's printed name:

Applicant's signature:

Estimate the energy consumption by using The Zero Code Energy Calculator:
<https://zero-code.org/energy-calculator/>

TABLE N1101.1(2) – ADDITIONAL MEASURES

MEASURE NO.	MEASURE DESCRIPTION
1	HIGH-EFFICIENCY HVAC SYSTEM^a a. Gas-fired furnace or boiler AFUE 94 percent, or b. Air source heat pump HSPF 10.0/16.0 SEER cooling or 8.5 HSPF2 / 15.0 SEER2, or c. Ground-source heat pump COP 3.5 or ENERGY STAR rated
2	HIGH-EFFICIENCY WATER HEATING SYSTEM a. Natural gas/propane water heater with minimum 0.90 UEF, or b. Electric heat pump water heater with minimum 3.45 UEF, or c. Natural gas/propane tankless/instantaneous heater with minimum 0.80 UEF and drain water heat recovery unit installed on minimum of one shower/tub-shower
3	WALL INSULATION UPGRADE Exterior walls – U-0.045/R-21 conventional framing with R-5.0 continuous insulation
4	ADVANCED ENVELOPE Windows – U-0.21 (Area-weighted average), and Flat ceiling ^b – U-0.017/R-60, and Framed floors – U-0.026/R-38 or slab edge insulation to F-0.48 or less (R-10 for 48"; R-15 for 36" or R-5 fully insulated slab)
5	DUCTLESS HEAT PUMP (Dwelling units with all-electric heat) a. Provide ductless heat pump of minimum HSPF 10.0 or HSPF2 9.0 in primary zone replaces zonal electric heat sources, and b. Provide programmable thermostat for all heaters in bedrooms
6	HIGH-EFFICIENCY THERMAL ENVELOPE UA^c Proposed UA is 8 percent lower than the code UA
7	2.75 ACH AIR LEAKAGE CONTROL AND EFFICIENT VENTILATION Achieve a maximum of ACH50 whole-house air leakage when third-party tested and provide a whole-house ventilation system, including 2.75 heat recovery with a minimum sensible heat recovery efficiency of not less than 66 percent and total fan efficacy of 1.6 CFM/Watt (combined input for supply and exhaust).

For SI: 1 square foot = 0.093 m², 1 watt per square foot = 10.8 W/m².

- a. Appliances located within the building thermal envelope shall have sealed combustion air installed. Combustion air shall be ducted directly from the outdoors.
- b. The maximum vaulted ceiling surface area shall not be greater than 50 percent of the total heated space floor area unless vaulted area has a U-factor not greater than U-0.026.
- c. In accordance with Table N1104.1(1), the Proposed UA total of the Proposed Alternative Design shall be a minimum 8 percent less than the Code UA total of the Standard Base Case.

TABLE N1101.3.2 – SMALL ADDITION ADDITIONAL MEASURES

MEASURE NO.	MEASURE DESCRIPTION
1	Increase the ceiling insulation of the existing portion of the home as specified in Table N1101.2.
2	Replace all existing single-pane wood or aluminum windows to the U-factor as specified in Table N1101.2
3	Insulate the existing floor, crawl space or basement wall systems as specified in Table N1101.2 and install 100 percent of permanently installed lighting fixtures as CFL, LED or linear fluorescent, or a minimum efficacy of 40 lumens per watt as specified in Section N1107.2.
4	Test the entire dwelling with a blower door and exhibit not more than 4.5 air changes per hour @ 50 Pascals.
5	Seal and performance test the duct system.
6	Replace existing 80 percent AFUE or less gas furnace with a 94 percent AFUE or greater system.
7	Replace existing electric radiant space heaters with a ductless mini split system with a minimum HSPF of 10.0 or HSPF2 of 9.0.
8	Replace existing electric forced-air furnace with an air source heat pump with a minimum HSPF of 9.5 or HSPF2 of 8.1.
9	Replace existing water heater with one of the following: a. Natural gas/propane water heater with minimum UEF 0.90, or b. Electric heat pump water heater with minimum 3.45 UEF.



CITY OF SCAPPOOSE

CODE COMPLIANCE

Project/Address: _____ **Scappoose, OR 97056**

Subdivision Name & Lot#: _____

Building e-permit record #:759- _____

Applicant/Owner please initial each item then sign below:

_____ **IRC SECTION P2908 & CITY CODE ORDINANCE 748**

For new City Water connections, the property owner is responsible for supplying, installing and maintaining a pressure reducer valve. The valve shall be installed on the owner's side of the water meter. (Call Public Works for exceptions; 503-543-8404 or email; dsukau@scappoose.gov)

_____ **CITY ORDINANCE 13.04 & 13.12; <https://www.scappoose.gov/municipalcode>**

The water line & sewer service line are the responsibility of the property owner;

- **Your Waterline responsibility** begins at the water-meter. **For New waterline connections**, only licensed plumbers can tap the City's Water Main. ALL CITY WATER MUST PASS THROUGH A CITY WATER METERS. NO UN-METERED WATER USE IS ALLOWED.
- **Your Sewer line responsibility** begins at the sewer main. **For New sewer line connections**, only licensed plumbers can tap the City's Sewer Main.

Once the tap(s) are complete; it's the property owner's responsibility to finish the lateral and backfill/patch the roadway per City's Public Works Design Standards.

Connections may require a separate ROW permit. Any construction, maintenance, or repairs to service lines or meters shall be the responsibility of the property owner which includes all damages to street paving, curbs, sidewalks ect.

<https://www.scappoose.gov/engineering>

_____ **CITY ORDINANCE 709 & 859; Municipal Code 9.12** (rvs. 11-7-2016)

Contractor/construction work hours within the city limits are as follows:

Mon–Fri.	7am-7pm
Sat.	9am-4pm
Sun. & Holidays	No work allowed

(Any exceptions to this rule must be made **in advance** with City Council Approval)

_____ **ORSC; Oregon Residential Specialty Code, Section R318.2**

Before final occupancy will be approved the contractor must submit the certification of moisture content, per ORSC R318.2. The approved form is on the city's website;

<https://www.scappoose.gov/building/page/2-permit-application-info>

APPLICANTS/OWNERS SIGNATURE _____

PRINTED NAME: _____ **Date:** _____

COMPANY NAME: _____

PHONE: _____

Questions, email us at; scappoosebuildingdept@scappoose.gov



SCAPPOOSE

Oregon

SUBCONTRACTORS LIST

All contractors working in the City Limits are required to have a City of Scappoose Business License. All licenses are valid from Jan. 1- Dec.31.
Contact City Hall @ 503-543-7146 for an application/renewal.
Or visit: [HTTP://www.scappoose.gov/cityhall](http://www.scappoose.gov/cityhall)
Scappoose is NOT within Portland-Metro coverage area.

<u>TYPE OF WORK</u>	<u>SUBCONTRACTOR</u>	<u>State CCB LICENSE #</u> & <u>CITY BIZ. LICENSE #</u> (both state and city are required)
<u>EXCAVATION</u>		
<u>FOUNDATION</u>		
<u>PLUMBING</u>		
<u>FRAMING</u>		
<u>ROOFING</u>		
<u>GARAGE DOORS</u>		
<u>SHEET METAL</u>		
<u>HEATING</u>		
<u>INSULATION</u>		
<u>ELECTRICAL</u>		
<u>SHEETROCK</u>		
<u>UNDERLAYMENT</u>		
<u>FINISH CARPENTRY</u>		
<u>CABINETS</u>		
<u>MASONRY</u>		
<u>PAINTING</u>		
<u>LINO/CARPET</u>		
<u>FLAT CONCRETE</u>		
<u>LANDSCAPING</u>		
<u>OTHERS</u>		
<u>MANUFACTURED HOME</u>		
<u>SET-UP</u>		
<u>SKIRTING</u>		

IF MORE SPACE IS NEEDED, USE THE BACK SIDE OF THIS PAGE.