



Building and Site Information						Application may be returned if this section is incomplete					
Project address:						Map & tax lot #:					
Subdivision/Addn:						Lot:			Block:		
Owner name(s):						Owner phone:					
Owner email:						Owner alt. phone:					
Owner address:						City/St/Zip:					
Project Description											
Select one of the following descriptions: <input type="checkbox"/> New single unit dwelling* <input type="checkbox"/> New Accessory Dwelling Unit (ADU)* <input type="checkbox"/> Manufactured home <input type="checkbox"/> Accessory structure <input type="checkbox"/> Addition/alteration <input type="checkbox"/> Same as plan / Reference permit # _____ <input type="checkbox"/> Other _____						Middle Housing: *This building type may also qualify as Middle Housing <input type="checkbox"/> I Completed and Attached the Middle Housing Questionnaire <hr/> <input type="checkbox"/> New duplex <input type="checkbox"/> New triplex/fourplex <input type="checkbox"/> New townhouse <input type="checkbox"/> Cottage Cluster <input type="checkbox"/> Convert/Alter existing unit to Middle Housing Code Standards					
<input type="checkbox"/> Existing structures to remain on site				Value of all work: \$				New square footage:			
Scope of work description:											
<div style="text-align: right;"><input type="checkbox"/> Compliance case No.: _____</div>											
Primary Contact Person											
The primary contact is the person who receives all communication and emails. For eBuild projects, the primary contact needs to be added as a Partner to your project so that they will receive all communications and emails regarding this project. You can add members to your project through the Manage page in eBuild.											
Name (please print):						Primary phone:					
Company:						Alternate phone:					
Address:											
City/St/Zip:											
Email:											
Contractor Information											
General Contractor						Electrical Contractor					
Contact name:						Contact name:					
Company name:						Company name:					
Phone:			Email:			Phone:			Email:		
CCB#:						CCB/BCD#:					

Mechanical Contractor		Plumbing Contractor	
Contact name:		Contact name:	
Company name:		Company name:	
Phone:	Email:	Phone:	Email:
CCB#:		CCB/BCD#:	
Property Owner Installation			
Name:			
Phone:		Email:	
This installation is being made on property that I own, which is not intended for sale. I am exempt from licensing requirements under ORS 701.010.			
Signature:			
If there are questions regarding the submittal requirements for your project, please review the residential checklist . Please complete the following questions regarding your project.			
If you are removing trees on private property, how many trees will you be removing? _____			
What is the stormwater destination? _____ (weep holes in curb, on-site system, etc.) For more info, Stormwater Management Manual Chapter. 1		<input type="checkbox"/> Existing <input type="checkbox"/> Proposed	
Provide a completed Residential Energy Additional Measure Selection form for both new construction or additions. Additional Energy Measure being used is _____			
Electrical Scope of Work:			
Should temporary electrical be included in this project? <input type="checkbox"/> Yes <input type="checkbox"/> No			
For additions or alterations please answer the following questions:			
Will the electrical permit be included in this permit bundle or a separate electrical trade permit applied for?			
<input type="checkbox"/> Include <input type="checkbox"/> A separate electrical trade permit will be applied for			
If part of this permit bundle, provide the following:			
No. of panels or feeders (new or relocated) _____			
No. of branch circuits (new or altered) _____			
Plumbing Scope of Work:			
Will the plumbing permit be included in this permit bundle or a separate plumbing trade permit applied for?			
<input type="checkbox"/> Include <input type="checkbox"/> A separate plumbing trade permit will be applied for			
No. of Plumbing Fixtures: New: _____ Relocated: _____ Abandoned: _____			
Erosion Prevention <i>If yes to any of the questions below, an erosion permit may be required for the site.</i>			
Will the project disturb one or more acres of land during one or more phases of development (include all contiguous parcels of land under the same ownership)?		Yes	No
Will you disturb more than 5,000 cubic feet of material during one or more phases of development?		Yes	No
Will the project disturb more than 500 square feet of land surface area or excavate/fill more than 20 cubic yards of material in a designated sensitive area?		Yes	No
<i>For assistance, see the Erosion Prevention Permit Process, and Eugene Property Explorer.</i>			
Does the site have known or suspected contamination?		Yes	No

Mechanical Equipment Please indicate the type and quantity of mechanical equipment included in this project.

Exhaust / Ventilation Equipment		Fuel Burning Equipment	
	Whole-house ventilation		Gas water heater
	Kitchen range hood		Forced air gas furnace
	Clothes dryer exhaust		Wood / pellet stove – free standing
	Bathroom exhaust fan		Wood / pellet stove - insert
	Utility room exhaust fan		Gas fireplace – free standing
			Gas fireplace – insert
Other Heat Systems		Other Equipment	
	Electric wall heaters		Electric furnace / electric heat pump
	Radiant floor heater - electric		Air conditioner
	Radiant floor heater - hydronic		Ductless mini split w/ outdoor condensing unit (total quantity for all components)
	Electric baseboard heater		
	Other: _____	Is gas piping included in your project? Yes No	

Manufactured Home Setup

Make _____ Year _____

Electric meter location: Home Garage Carport Pole Service Existing

Temporary electrical permit required as part of this permit? Yes No

Systems added to the home after leaving manufacturer: _____

Contractor Notification

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:

Additional Project Information**Acknowledgement**

- ☐ I certify that all information contained in this application is accurate to the best of my knowledge and that a complete set of construction documents has been included with my application.