



**Building and Safety Division/Permit Application Center**  
City Hall / 555 Liberty St. SE / Room 320 / Salem, OR 97301-3513  
503-588-6256 \* [baspac@cityofsalem.net](mailto:baspac@cityofsalem.net)

If you need the following translated in Spanish, please call 503-588-6256.  
Si usted necesita lo siguiente traducido en español, por favor llame 503-588-6256.

(For office use only)  
Permit #:

## Work site location and information

<b>Street address of work site</b>	
<b>Category of construction</b>	Commercial Multifamily One/Two family

## People information

	Same as Applicant?	Name	Full Mailing Address	Phone Number and Email address
<b>Applicant</b> (person responsible for the permit)				
<b>Property owner</b>	Yes No			
<b>Contact</b> (person receiving correspondence)	Yes No			
<b>Contractor</b> (person or company doing the work)	Yes No			

**Oregon Construction Contractors Board (CCB) Number:** \_\_\_\_\_

**Electrical Contractor License Number:** \_\_\_\_\_

## Project information

<b>Renewable energy system type</b>	Solar      Wind
<b>How many kva?</b>	

## Fee Schedule

Type	Description	Qty	Fee	Total
SOLAR	5 kva or less		\$79.00	
	5.01 to 15 kva		\$94.00	
	15.01 to 25 kva		\$156.00	
	25.01 to 100 kva base fee		\$156.00	
	Each kva between 25 and 100		\$6.25	
	Over 100 kva		\$624.75	
WIND	5 kva or less		\$79.00	
	5.01 to 15 kva		\$94.00	
	15.01 to 25 kva		\$156.00	
	25.01 to 50 kva		\$204.00	
	50.01 to 100 kva		\$469.00	
	Over 100 kva	Use regular electrical permit application		

<b>ELECTRICAL PERMIT FEES</b>		
A) Permit Subtotal (from previous page)		
B) Minimum Permit Fee (only applicable if line A is less than \$67.25)		\$67.25
C) Permit Total (A or B per above)		
D Plan Review (25% of Permit Total – Line C x 0.25) + automation fee (\$2.50<\$50; \$5>=\$50)		
E) State Surcharge (12% of Permit Total – Line C x 0.12)		
G) Permit automation fee - \$5.00		
<b>TOTAL PERMIT FEE</b>		

## Notices

**Associated permits:** All building permits associated with this permit are applied for **separately**.

**Expiration of application:** This application is valid for 180 days after it has been accepted as complete.

**Plan review requirements:** Renewable Electrical Energy Systems in excess of 25 kva are considered complex and require two (2) sets of plans to be submitted for review.

## Terms and conditions

**Correct information:** I hereby certify I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not.

**Indemnity:** I, the permit applicant, shall indemnify, defend and hold harmless the City of Salem, its officers, employees and agents from any and all claims arising out of or in connection with work done under this permit.

**Owner installation:** This installation is being made on residential or farm property owned by me or a member of my immediate family. This property is not intended for sale, exchange, lease, or rent. OAR 479.540(1) and 479.560(1).

**Owner permission:** I have the legal right or permission from any property owner whose property is affected by the work covered under this permit to: 1) enter the property; 2) perform the work covered under this permit; 3) leave structures on or in the affected property. The issuance of this permit shall not be construed as permission or a grant of a legal right to enter upon or remain on any property affected by the work covered under this permit.

**Electronic signature certification:** By attaching an electronic signature (whether typed, graphical or free form) I certify herein that I have read, understood and confirm all the statements listed above and throughout the application form. I agree (initials): \_\_\_\_\_

**Authorized Signature:** \_\_\_\_\_

**Print Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Not using Internet Explorer (IE 11)?**

Save the file to your computer and email to [baspac@cityofsalem.net](mailto:baspac@cityofsalem.net).