

How to Apply for Your Self-Service Permit

The screenshot shows the Washington County Building and Development Application Services website. At the top left is the Washington County Oregon logo. Below it, the page title "Washington County Building and Development Application Services" and the date "November 16, 2024" are displayed. The main content area is divided into two sections. On the left is the "Login" section, which includes an "E-mail:" field with the text "pdoxcoordinator@washingtoncount", a "Password:" field with masked characters, a "Login" button, and a "Forgot password?" link. Below the login fields is a "Create Account" button. On the right is a "Welcome to Building and Development Application Services" section, which includes a list of services, a "NOTE" about online permit submission, a "Need help?" section with links to "User Guide", "Contact us", and "Building Services", and a "ProjectDox 9.3 - The Latest Release" section with links for "GETTING STARTED", "ACCEPTING A TASK", and "DOWNLOADING APPROVED PLANS".

Step #1 - Enter login information and click or tap "Login."

NOTE: First-time users must first create an account. Click or tap here to access more user guides

Welcome to Building and Development Application Services

Using this website and ProjectDox, you can manage your projects from start to finish, including:

- Complete and submit applications online.
- Submit project-related plans and documents for review.
- Pay fees.

NOTE: Only specific permits can be submitted online at this time.

Need help?

- Check out our [User Guide](#)
- [Contact us](#) for in-person assistance
- Visit [Building Services](#) for more information

ProjectDox 9.3 - The Latest Release

[GETTING STARTED](#) | [ACCEPTING A TASK](#) | [DOWNLOADING APPROVED PLANS](#)

Not able to see the latest version? Clear the cache on your web browser settings before logging into the system. If you need further assistance or would like to report an issue please [contact us](#).

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Self-Service Permits

You can apply for these permits through this portal. These permits **do not** require a plan review. For all other permits, please email a completed application to lutbdgpdox@washingtoncountyor.gov

- Electrical Permit ⓘ
- Plumbing Permit ⓘ
- Mechanical Permit ⓘ
- Prescriptive Solar Permit ⓘ
- NFPA 13 Sprinkler Affidavit Permit ⓘ

[Go to ProjectDox](#)

[Need Help? Contact Us](#)

Apply + Manage Self-Service Permits

ProjectDox

Quick jump to **ProjectDox** HOME - Projects

[Go directly to ProjectDox](#)

Step #2 - Click or tap "Apply + Manage Self Service Permits."

Note: These permits do not require plan review. If you are unsure if your project requires plan review, please contact us.

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Start New Application Request ?

To start a new application request:

- Select an application type
- Provide an application name
- Click the button below

Type: * ?

Name: *

Start Application Process

My Projects ?

PERMIT #	DESCRIPTION	LOCATION	STATUS	TASKS (0)
BLDG-2400796	9.3 Upgrade STAGE 2 Test Project		In Review Building	

1 - 1 of 1 records

View All Projects

Applications: ?

Search:


REQUEST #	NAME	TYPE	UPDATED ON	UPDATED BY	ACTION
MECH-SSA-200	Main House Mini-Split Upgrade	Mechanical Permit Application - SSA	11/16/2024	Pdox Coordinator	

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Step #3 - Select a permit type from the drop-down menu. Provide a name for your project. Then click or tap "Start Application Process."

Note: The name of your project is for your reference only. Once a permit is submitted, the project will be assigned a permit number which you will reference when working with us.

 Washington County
Oregon

Home Profile Services

Terms And Conditions ?

deemed consent to be bound by such modification.

Disclaimers

Building Services is not responsible or liable in any manner whatsoever for any user or third-party content posted, transmitted, or distributed on the Site.

The Site may be temporarily unavailable for maintenance or other reasons. Building Services is not responsible for any interruption, delay in operation or transmission, theft or destruction of, unauthorized access to or alteration of any material made available on, the Site. It is your responsibility to make sure all your documents or other materials are submitted to Building Services in advance of any applicable deadlines.

Building Services cannot guarantee and does not promise any specific results from use of the Site. Building Services does not represent or warrant that the software, content, or materials made available through the Site are accurate, complete, error-free or suitable for your intended use, or that the Site is secure, free from viruses, malware, or other harmful components, or that any Site defects or errors will be corrected.

Limitation of Liability

In no event shall the Building Services be liable for any direct, indirect, special, punitive, exemplary, or consequential damages arising out of your use of or inability to use the Site, including without limitation loss of revenue or anticipated profit, economic advantage, or business; loss of data; computer failure or malfunction; any and all other damages.

Indemnity

You shall defend, indemnify and hold harmless the County, its agents, officers, elected officials and employees from and against all claims, demands and judgments (including attorney fees) made or recovered against them including, but not limited to, real or tangible property or for bodily injury or death to any person, arising out of, or in connection with your use of the Site, to the extent such damage, injury or death is caused or sustained in connection with your negligent use or willful or wanton conduct.

Governing Law, Jurisdiction, Venue

These Terms and Conditions shall be governed by and construed in accordance with the laws of the State of Oregon without regard to principles of conflicts of law. Any claim, action, suit or proceeding (collectively, "Claim") between you and the County or relates to use of the Site shall be brought and conducted solely and exclusively within the Circuit Court of Washington County for the State of Oregon; provided, however, if a Claim is brought in a federal forum, then it shall be brought and conducted solely and exclusively within the United States District Court for the District of Oregon. YOUR USE OF THIS SITE CONSTITUTES CONSENT TO THE IN PERSONAM JURISDICTION OF SAID COURTS. You and the County shall each be responsible for their own costs and attorney fees for any claim, action suit or proceeding, including any appeal, arising from use of the Site.

I have read, understand, and agree to the above terms and conditions

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Step #4 - Review the terms and conditions and check the box acknowledging that you read, understand and agree. Then click or tap "Accept & Start My Application."

Electrical Permit Application - SSA

Washington County

155 N. 1st Ave, Suite 350, MS 12

Hillsboro, OR 97124

Phone: 503-846-3470

Email: Lutbldg@washingtoncountyor.gov

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



- IS PLAN REVIEW REQUIRED?

COMPLETE

Is Plan Review Required? * No

Select Yes/No based on whether or not any of the below items are required for review.

- Service or feeder 400 amps or more where the available fault current exceeds 10,000 amps at 150 volts or less to ground, or exceeds 14,000 amps for all other installations
- Fire pump
- Emergency system
- Addition of new motor load of 100HP or more
- Six or more residential units
- Health-care facilities
- Hazardous locations
- Service or feeder 600 amps or more
- Building over three stories
- Marinas and boatyards
- Floating buildings
- Commercial-use agricultural buildings
- Installation of 150 KVA or larger separately derived system
- "A," "E," "I-2," "I-3" occupancy
- Recreational vehicle parks
- Supply voltage for more than 600 volts nominal
- Renewable Energy/Solar Systems over 25 KVA

Step #5 - Enter all required information and answer all question(s). Items with (*) beside them are required.

Note: Each form has different questions and information that require responses. Once you have completed all required fields in all sections, you will see "COMPLETE" in the upper right-hand side of your screen. Click or tap "Submit."

+ JOB SITE INFORMATION

INCOMPLETE

+ TYPE OF WORK

INCOMPLETE

+ PROPERTY OWNER

INCOMPLETE

+ APPLICANT

INCOMPLETE

+ CONTRACTOR

INCOMPLETE

+ ACKNOWLEDGEMENTS

INCOMPLETE

+ Signature

INCOMPLETE