



Elevator Alteration/Modernization Application

Department of Consumer and Business Services
Building Codes Division • Elevator Safety Program
1535 Edgewater St. NW, Salem, Oregon
Phone: 503-373-1298 • Fax: 503-378-4101
Web: bcd.oregon.gov

Mail application with payment to:
DCBS Fiscal Services
P.O. Box 14610
Salem, OR 97309-0445

A licensed elevator contractor must complete this application.

- **Instructions:** For each conveyance, submit relevant drawings, information, and fees.
- Alterations shall comply to A17.1, as applicable.
- ADA requirements may apply to equipment being altered.

APPLICATION FEES			
Contract valuation (round up to nearest \$1,000):	\$	_____	
Plan fee (only if plans submitted):	\$	_____	70211/1212
Permit fee:	+	\$	70211/1195
12% surcharge:	x .12	\$	70211/1291
Total fee:	\$	_____	

DEPARTMENT USE ONLY			
Date received:	R/P no.:	Site no.:	Assigned area:
Plans approved:	Plans reviewed by:	Quantity of units affected:	
SITE INFORMATION		CONVEYANCE INFORMATION	
Site name:	Check applicable: <input type="checkbox"/> Simplex <input type="checkbox"/> Duplex <input type="checkbox"/> Group		
Address:	State ID numbers (list all that apply):		
City/State/ZIP:			
ELEVATOR CONTRACTOR INFORMATION			
Elevator contractor:	Phone:	-	-
Contact person:	Fax:	-	-
E-mail:			
License no.:	CCB no.:		
Job supervisor/installer:	Supervisor/installer license no.:		
When alteration consists of replacement of the <i>car enclosure, controller, hoistway entrances, and driving machine</i> , the upgrade is considered a new installation. Use the new-installation application.			
CONTRACTOR INFORMATION			
Comments: _____			
Contractor's representative (print name): _____		Date: _____	
Title: _____	Phone: _____	-	-
		Fax: _____	-

Secure fax for credit card payments:
503-947-2333

If paying by credit card, applicant must sign credit card information box.

Make check or money order payable to Department of Consumer & Business Services.

Do **not** send cash.

<input type="checkbox"/> Visa	<input type="checkbox"/> MasterCard	<input type="checkbox"/> Discover	Phone: _____
_____		_____ / _____	
Credit card number		Expiration date	
Name of cardholder as shown on credit card			
_____		\$	_____
Cardholder signature		Amount	

DCBS Fiscal use only:



<i>Requirement</i>	<i>Description</i>	<i>Requirement</i>	<i>Description</i>
SECTION A		SECTION C	
Electric (8.7.2) and Hydraulic (8.7.3) Elevators		Alterations to other types of equipment	
1. <input type="checkbox"/> 8.7.2.1/8.7.3.1	Hoistway enclosures	C.1 – Miscellaneous equipment	
2. <input type="checkbox"/> 8.7.2.2/8.7.3.2	Pits	1. <input type="checkbox"/> 8.7.4.1	Rack-and-pinion elevators
3. <input type="checkbox"/> 8.7.2.3/8.7.3.3	Location and guarding of cwt.	2. <input type="checkbox"/> 8.7.4.2	Screw-column elevators
4. <input type="checkbox"/> 8.7.2.4/8.7.3.4	Vertical clearances	3. <input type="checkbox"/> 8.7.5.1	Inclined elevators
5. <input type="checkbox"/> 8.7.2.5/8.7.3.5	Horizontal clearances	4. <input type="checkbox"/> 8.7.5.2	LULA elevators
6. <input type="checkbox"/> 8.7.2.6/8.7.3.6	Protection of spaces below	5. <input type="checkbox"/> 8.7.5.6	Rooftop elevators
7. <input type="checkbox"/> 8.7.2.7/8.7.3.7	Machine rooms and spaces	6. <input type="checkbox"/> 8.7.5.7	Special-purpose personnel elevator
8. <input type="checkbox"/> 8.7.2.8/8.7.3.8	Electrical equipment and wiring	7. <input type="checkbox"/> 8.7.5.8	Shipboard elevators
9. <input type="checkbox"/> 8.7.2.9/8.7.3.9	Machinery, beams, and supports	8. <input type="checkbox"/> OESC Section 9	Vertical reciprocating lifts
10. <input type="checkbox"/> 8.7.2.10/8.7.3.10	Entrances and H/W doors	9. <input type="checkbox"/> A90.1	Belt manlifts
11. <input type="checkbox"/> 8.7.2.11/8.7.3.11	Hoistway door locks and access	C.2 – Sidewalk elevators	
12. <input type="checkbox"/> 8.7.2.12/8.7.3.12	Power operation of H/W doors	1. <input type="checkbox"/> 8.7.5.5.1	Electrical
13. <input type="checkbox"/> 8.7.2.13	Door reopening device	2. <input type="checkbox"/> 8.7.5.5.2	Sidewalk doors
14. <input type="checkbox"/> 8.7.2.14/8.7.3.13	Car enclosures/door and gates	3. <input type="checkbox"/> 8.7.5.5.3	Car enclosures
15. <input type="checkbox"/> 8.7.2.15/8.7.3.14	Cars, frames, and platforms	4. <input type="checkbox"/> 8.7.5.5.4	Bow irons
16. <input type="checkbox"/> 8.7.2.16	Capacity, loading, classification	5. <input type="checkbox"/> 8.7.5.5.5	Increase capacity
17. <input type="checkbox"/> 8.7.2.17.1/8.7.3.22.1	Change in travel	6. <input type="checkbox"/> 8.7.5.5.6	Increase speed
18. <input type="checkbox"/> 8.7.2.17.2/8.7.3.22.2	Increase in rated speed	7. <input type="checkbox"/> 8.7.5.5.7	Driving machine
19. <input type="checkbox"/> 8.7.2.18/8.7.3.15	Car and counterweight safeties	8. <input type="checkbox"/> 8.7.5.5.8	Operating devices
20. <input type="checkbox"/> 8.7.2.19/8.7.3.16	Governors and governor rope	C.3 – Dumbwaiters without auto-transfer devices	
21. <input type="checkbox"/> 8.7.2.20	Ascending car overspeed	1. <input type="checkbox"/> 8.7.7.1.1	General
22. <input type="checkbox"/> 8.7.2.20	Unintended car movement	2. <input type="checkbox"/> 8.7.7.1.2	Increase in rated load
23. <input type="checkbox"/> 8.7.2.21/8.7.3.25	Suspension ropes, connections	3. <input type="checkbox"/> 8.7.7.2	Adding an auto-transfer device
24. <input type="checkbox"/> 8.7.2.22/8.7.3.26	Counterweights	4. <input type="checkbox"/> 8.7.7.3.1	Material lift – general
25. <input type="checkbox"/> 8.7.2.23	Cars and counterweight buffers	C.4 – Escalators and moving walks	
26. <input type="checkbox"/> 8.7.2.24/8.7.3.28	Guide rails and their supports	1. <input type="checkbox"/> 8.7.6.1.1/8.7.6.2.1	General
27. <input type="checkbox"/> 8.7.2.25	Driving machines and sheaves	2. <input type="checkbox"/> 8.7.6.1.2/8.7.6.2.2	Relocation
28. <input type="checkbox"/> 8.7.2.26	Terminal stopping devices	3. <input type="checkbox"/> 8.7.6.1.3/8.7.6.2.3	Floor openings
29. <input type="checkbox"/> 8.7.2.27.1/8.7.3.31.1	Top-of-car operating devices	4. <input type="checkbox"/> 8.7.6.1.4/8.7.6.2.4	Fire protection
30. <input type="checkbox"/> 8.7.2.27.2/8.7.3.31.2	Car leveling-truck zone devices	5. <input type="checkbox"/> 8.7.6.1.5/8.7.6.2.5	Construction
31. <input type="checkbox"/> 8.7.2.27.3/8.7.3.31.4	Change in power supply	6. <input type="checkbox"/> 8.7.6.1.6/8.7.6.2.6	Handrails
32. <input type="checkbox"/> 8.7.2.27.4/8.7.3.31.5	Controllers	7. <input type="checkbox"/> 8.7.6.1.7/8.7.6.2.7	Steps/treadways
33. <input type="checkbox"/> 8.7.2.27.5/8.7.3.31.6	Change in motion control	8. <input type="checkbox"/> 8.7.6.1.8/8.7.6.2.8	Combplates
34. <input type="checkbox"/> 8.7.2.27.6/8.7.3.31.7	Change in operation control	9. <input type="checkbox"/> 8.7.6.1.9/8.7.6.2.9	Trusses and girders
35. <input type="checkbox"/> 8.7.2.28/8.7.3.31.8	Emergency operation, signaling	10. <input type="checkbox"/> 8.7.6.1.10/8.7.6.2.10	Step wheel tracks
36. <input type="checkbox"/> OSSC Chapter 30	Operating fixtures (car and hall)	11. <input type="checkbox"/> 8.7.6.1.11/8.7.6.2.11	Rated load or speed
SECTION B		12. <input type="checkbox"/> 8.7.6.1.12/8.7.6.2.12	Driving mach/brakes
Hydraulic Elevators (8.7.3)		13. <input type="checkbox"/> 8.7.6.1.13/8.7.6.2.13	Operative devices
1. <input type="checkbox"/> 8.7.3.17	Change in type of service	14. <input type="checkbox"/> 8.7.6.1.14/8.7.6.2.14	Lighting and access
2. <input type="checkbox"/> 8.7.3.18	Change in class loading	15. <input type="checkbox"/> 8.7.6.1.15	Entrances and egresses
3. <input type="checkbox"/> 8.7.3.19	Carrying pass. on frt. elevators	16. <input type="checkbox"/> Other:	
4. <input type="checkbox"/> 8.7.3.20	Increase in rated load	C.5 – Material lifts and dumbwaiters with auto-transfer devices	
5. <input type="checkbox"/> 8.7.3.21	Increase in dead weight of car	1. <input type="checkbox"/> 8.7.7.3.1	General
6. <input type="checkbox"/> 8.7.3.23.1	Hydraulic jack	2. <input type="checkbox"/> 8.7.7.3.2	Removal of auto-transfer device
7. <input type="checkbox"/> 8.7.3.23.2	Plungers	3. <input type="checkbox"/> 8.7.7.3.3	Converting to elevator classification
8. <input type="checkbox"/> 8.7.3.23.3	Cylinders	4. <input type="checkbox"/> 8.7.7.3.4	Converting to dumbwaiter classification
9. <input type="checkbox"/> 8.7.3.23.4	Increase in working pressure	FILE/LISTING INFORMATION	
10. <input type="checkbox"/> 8.7.3.23.5	Relocation of hydraulic jack	If applicable to the alteration, indicate the file or listing numbers for the following equipment:	
11. <input type="checkbox"/> 8.7.3.23.6	Relocation of hydraulic machine	Control listing no. (2.26.4.2):.....	<input type="checkbox"/> UL <input type="checkbox"/> ETL
12. <input type="checkbox"/> 8.7.3.23.7	Plunger gripper	Mfg./model:	<input type="checkbox"/> CSA <input type="checkbox"/> MET
13. <input type="checkbox"/> 8.7.3.24	Valves, piping, and fittings	Buffer listing no. (8.3.2):	<input type="checkbox"/> UL <input type="checkbox"/> ETL
14. <input type="checkbox"/> 8.7.3.27	Car buffers and bumpers	Mfg./model:	<input type="checkbox"/> CSA <input type="checkbox"/> MET
15. <input type="checkbox"/> 8.7.3.29	Tanks	Door lock no. (8.3.3):.....	<input type="checkbox"/> UL <input type="checkbox"/> ETL
16. <input type="checkbox"/> 8.7.3.30	Terminal stopping devices	Mfg./model:	<input type="checkbox"/> CSA <input type="checkbox"/> MET
17. <input type="checkbox"/> 8.7.3.31.3	Anti-creep leveling device	Control valve listing no. (8.3.5):.....	<input type="checkbox"/> UL <input type="checkbox"/> ETL
18. <input type="checkbox"/> 8.7.3.31.9	Auxiliary power lowering devices	Mfg./model:	<input type="checkbox"/> CSA <input type="checkbox"/> MET
19. <input type="checkbox"/> A17.3 upgrades only			

Reminders:

ORS 460.045(3): No installation shall begin until plans are approved by the division.

ORS 460.045(6): Units shall not be placed in service until inspected by the division.

ORS 460.048: Plans and application must be submitted in triplicate.

ELEVATOR ALTERATION / MODERNIZATION FEE SCHEDULE	
Plan review fee (only pay if plans are submitted)	\$ 78.00
\$1,000 or under	\$ 98.00
Over \$1,000 but under \$15,000	
First \$1,000	\$ 98.00
Each additional \$1,000 or fraction	\$ 13.00
\$15,000 or over but under \$50,000	
First \$15,000	\$ 280.00
Each additional \$1,000 or fraction	\$ 8.00
\$50,000 or over	
First \$50,000	\$ 553.00
Each additional \$1,000 or fraction	\$ 3.00
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Example:	
Plan review fee (for plans submitted)	\$ 78.00
Elevator alteration contract valuation \$26,748	
For the first \$15,000	\$ 280.00
Balance of \$11,748 — round up to \$12,000	
Multiply \$8 per \$1,000 — or \$8 x 12	\$ 96.00
Subtotal	\$ 454.00
x 12% surcharge (ORS 455.210)	\$ 54.48
Total fee	\$ 508.48

Do not send cash.

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