Residential Water Service Application

W-3

Phone 503-823-7368 • Email devrev@portlandoregon.gov

Why complete this form?
The Portland Water Bureau uses this form to determine size of meter and service branch, installation fees, and meter location. Complete details help expedite your request for water service permit and service installation. You must complete pages 1 and 2.

Who should use this form?
Applicants upgrading residential plumbing, or building an accessory dwelling unit or new home.

What do I do with the completed form?

Mail it to:
Portland Water Bureau
Development Services
1120 SW 5th Ave, Rm 600
Portland, OR 97204

Bring it to our office:
1900 SW 4th Avenue
1st floor DSC
Portland, OR 97201
Monday - Friday
7:30 am - 3:00 pm

Email it to:
devrev@portlandoregon.gov

Questions?

Portland Water Bureau
Development Services
Phone 503-823-7368

Sewer connection questions:

Bureau of Environmental Services Sewer Hotline
Phone 503-823-7761

Today's date	Building Permit Number

Service Installation Information

Applicant Name	Daytime Telephone Number
Site Address, City, State, ZIP Code	
Multnomah County legal number **R**	Legal description (lot & block)

Dwelling type (check one)	☐ Single-family ☐ Rowhouse ☐ Duplex ☐ Townhouse ☐ Accessory Dwelling Unit (ADU)	
	If a duplex, townhouse, or ADU, do you want individual meters?	☐ Yes ☐ No
Does the lot currently have water service?		☐ Yes ☐ No
Is the service to be installed in a paved street?		☐ Yes ☐ No
Will the service branch cross a stormwater facility – either a landscaped swale or concrete planter?		☐ Yes ☐ No
Will you install a fire sprinkler system? If yes, what are the flow needs (gallons per minute - GPM)?		☐ Yes ☐ No GPM _____
Will the meter be installed in the driveway area? (Avoid driveway if possible.)		☐ Yes ☐ No
Is there a Public Works Improvement Project? If "No" and one is required at a later date you must notify Water Bureau Development Services, 503-823-7368 prior to service installation.		☐ Yes ☐ No #_____

Complete the Water Meter Sizing Worksheet (Residential) on page 2.

Scheduling and Installing Water Services

Call Portland Water Bureau Scheduling Services at 503-823-1526 when you are ready to install the service.

- **Provide the address, building permit number or IVR number, and a PDOT-approved Street Improvement Plan number, if known.**
- **Indicate whether or not the supply line on private property will be metallic or plastic.**
- Service will be installed within 15 working days from date of scheduling.

See "Water at Your Service" for information about new and upgraded services, how to complete this form, determine water service size, fees, scheduling and installing water services.

How do I know my water meter is the right size?
You'll want a water meter and service branch that adequately serves your household water needs. The Portland Water Bureau uses American Water Works Association and Uniform Plumbing Code guidelines to establish meter size.

How to compute values

Column A describes fixture types.

Column B
Enter the number of fixtures in single family dwelling or housing unit 1.

Column C
If a duplex or ADU, enter the number of fixtures in the second housing unit. *ADU fixtures must be entered separately in this column.*

Column D
Add columns B and C. Enter the sum in this column.

Column E
Contains the fixture value. This value is based on the volume capacity of typical plumbing fixtures.

Column F
Multiply Column D (sum) times the values in Column E (D x E).

Enter the results for each fixture in Column F.

Add numbers in Column F to determine Grand Total Fixture Value (GTF Value).

Refer to the chart for meter size and costs.

*If your structure requires a fire sprinkler system, it may trigger an additional review for proper meter size.

Water Meter Sizing Worksheet (Residential)

Include existing and planned plumbing fixtures

A	B	C	D	E	F	
Fixture Type	**Unit 1 Fixtures**	**If a Duplex or ADU, Unit 2 Fixtures**	**Add B+C**	**Fixture Value**	**Total Fixture Value**	**For Office Use**
	Enter Qty	Enter Qty	Sum		D (sum) x E	
Bathroom or Bar Sink				1.0		
Bathtub or Tub/Shower				4.0		
Clothes Washer				4.0		
Dishwasher				1.5		
Hose Bib, first				2.5		
Hose Bibs, each additional				1.0		
Kitchen Sink				1.5		
Laundry or Service Sink				1.5		
Shower, Standalone				2.0		
Toilet				2.5		
Grand Total Fixture Value (GTF Value)						
Meter Size Required*						

Applicant's Authorization

Name of Authorized Signer	Building Permit Number
Signature	
Company Name	Date

GTF Value, Meter Sizes & Typical Water Service Permit Costs
July 1, 2014– June 30, 2015

GTF Value	Meter Size	System Development Charge	Installation with Paving	Total
0 – 22	5/8"	$2,185	$5,285	$7,470
22.5 – 37	3/4"	$3,277		$8,562
37.5 – 89	1"	$5,462		$10,747