



Residential Water Service Application

W-3

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.

Who should use this form?

New or existing customers, including 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
Development Services
Center (first floor)

For hours of operation call
503-823-7310, option 1

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

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.
- The applicant is responsible for identifying the location for proposed service installation; the applicant is responsible for ensuring the proposed service installation location conforms with the requirements of Title 21, Water and Title 11, Trees.
- Service will be installed within 15 working days from date of scheduling.

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.

The applicant is responsible for identifying the location for proposed service installation; the applicant is responsible for ensuring the proposed service installation location conforms with the requirements of Title 21, Water and Title 11, Trees.

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, 2016– June 30, 2017				
GTF Value	Meter Size	System Development Charge	Installation with Paving	Total
0 – 22	5/8"	\$2,400	\$5,610	\$8,010
22.5 – 37	3/4"	\$3,599		\$9,209
37.5 – 89	1"	\$5,999		\$11,609