



Water Service Application 1" or smaller meter

W-3

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

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Why complete this form?

The Portland Water Bureau uses this form to determine size of meter, installation fees, and meter location.

Please complete the entire form.

Who should use this form?

New or existing customers, including applicants adding plumbing, building an accessory dwelling unit or a new home.

What do I do with the completed form?

Email it to:

devrev@portlandoregon.gov

Mail it or hand deliver to:

Portland Water Bureau
Development Services
1900 SW 4th Ave, Ste 4800
Portland, OR 97201

Hand deliveries accepted in the first floor, Development Services Center, during normal business hours only. For hours of operation call 503-823-7310, option 1

Questions?

Portland Water Bureau
Development Services
Phone 503-823-7368

Sewer Connection Questions:

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

Applicant Name		Date
Site Address or Portland Maps Property ID (R#)		
Building Permit Number		
Name on billing account		
Street Address		
City, State, Zip		
Check One (REQUIRED):		
<input type="checkbox"/> Single-family <input type="checkbox"/> Rowhouse <input type="checkbox"/> Duplex <input type="checkbox"/> Townhouse <input type="checkbox"/> Accessory Dwelling Unit (ADU)		
Do you want Separate Meters – Multiple dwellings on one lot - ADU, Duplex, or Townhouse (REQUIRED):		<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 _____
Is there a Public Works Improvement Project?		<input type="checkbox"/> Yes <input type="checkbox"/> No
If you answer "No" and one is required later, you must notify Water Bureau Development Services, 503-823-7368 prior to Service installation.		# _____

Complete the Water Meter Sizing Worksheet on page 2

All applications must include a scalable site utility plan. The site plan must show the proposed meter location, any existing water meters, and all utilities, street trees, and other features in the right-of-way.

The applicant is responsible for ensuring the proposed service installation location conforms with the requirements of Title 21 and Title 22, and all OAR separation requirements.

Scheduling Installation - once permit is issued and fees paid, please call our Scheduling group at **503-823-1526** to schedule installation of 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.

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)					
A	B	C	D	E	F
Fixture Type	Unit 1 Fixtures	Unit 2 Fixtures (ADU, duplex, or townhouse)	Add B+C	Fixture Value	Total Fixture Value
	Enter Qty	Enter Qty	Sum	Multiply by	D (sum) x E
Bathroom or Bar Sink				1.0	
Bathtub or Tub/Shower				4.0	
Shower, Standalone				2.0	
Toilet				2.5	
Kitchen Sink				1.5	
Dishwasher				1.5	
Clothes Washer				4.0	
Laundry or Service Sink				1.5	
Hose Bib, first				2.5	
Hose Bibs, each additional				1.0	
Grand Total Fixture Value (GTF Value)					
Meter Size Required*					
INSTALL NEW METER July 1, 2019 – June 30, 2020					
GTF Value	Meter Size	System Development Charge (SDC)	Installation (paved street)	Total	
0 – 22	5/8"	\$3,062	\$7,435	\$10,497	
22.5 – 37	3/4"	\$4,593		\$12,028	
37.5 – 89	1"	\$7,655		\$15,090	
METER UPSIZING July 1, 2019 – June 30, 2020					
Existing 3/4" Service Branch				Total	
5/8" to 3/4"		\$240 + \$1531		\$1,771	
5/8" to 1"		\$7,435 + \$4,593		\$12,028	
3/4" to 1"		\$7,435 + \$3,062		\$10,497	
Existing 1" Service Branch				Total	
5/8" to 1"		\$240 + 4,593		\$4,833	
3/4" to 1"		\$240 + 3,062		\$3,302	