



Instructions for Completing Water Meter Sizing Worksheet (1.5" or larger meter)

W-4

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

The Water Meter Sizing Worksheet helps determine the water meter size needed for projects requiring new or upsized water services.

Who needs to complete this form?

Complete this form if you have new construction, alterations, additions, or tenant improvements for projects requiring a metered service that is 1.5" or larger.

Potential commercial building permit applicants may also complete this worksheet in pre-planning or planning stages. If you are interested in Systems Development Charges related to such a project, please feel free to complete the worksheet and contact Portland Water Bureau's Development Services staff. Our staff can discuss water services and meter configurations that might meet your needs, and can answer questions related to the water service portion of building permits.

What kind of information does this worksheet request?

The Meter Sizing Worksheet is an inventory of the plumbing fixtures being served by one or more water meters. **All fixtures that are plumbed to a meter need to be accounted for in the worksheet.**

Each fixture is given a value based on typical water use. Follow the instructions to determine the water meter size that will be required for your site. You may calculate Total Fixture Unit Values and then match this value to the meter size. **You will need to report all fixtures served by your water meter, both existing and proposed (not just new fixtures).**

Please note that if your project includes flushometer-style toilets or urinals, the exact fixture count will need to be calculated by Water Bureau staff according to current Oregon Plumbing Specialty Code. Unit values vary for these types of toilets/urinals depending on the number of fixtures.

Where do I send the worksheet?

Applicants for commercial building permits typically submit this form with the Systems Development Charge Form, Commercial Projects packet, available at Bureau of Development Services. You may also be asked to submit this form to your building permit reviewer or at the time of application for service.

Portland Water Bureau Development Services

Please feel free to contact the Water Bureau Development Services group should you need assistance.

Phone: 503-823-7368

Email: devrev@portlandoregon.gov

Mailing address:

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

Walk-in Assistance:

1900 SW 4th Avenue, 1st Floor DSC
For hours of operation call 503-823-7310, option 1



Water Meter Sizing Worksheet

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Revised: June 2019 According to 2017 OPSC

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Building Permit Number	Service Address
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(1) Type of Fixture	(2) Total Fixtures in New/Remodeled Structure	(3) Fixture Values	(4) Total Fixture Unit Value
Bar sink	x	2.0	=
Bathtub or Tub/Shower	x	4.0	=
Clinic Sink	x	3.0	=
Clothes Washer	x	4.0	=
Dishwasher	x	1.5	=
Drinking Fountain	x	0.5	=
Hose Bibb, 1 st one	x	2.5	=
Hose Bibb, each additional	x	1.0	=
Kitchen Sink	x	1.5	=
Laundry Sink	x	1.5	=
Lavatory Sink	x	1.0	=
Mop or Service Sink	x	3.0	=
Shower	x	2.0	=
Urinal, 1st one	x	20.0*	=
Urinal, each additional	x	15.0*	=
Water Closet	x	2.5*	=
Water Closet, Flushometer Valve - 1st one	x	40.0*	=
Water Closet, Flushometer - each additional	x	25.0*	=
Total Fixture Units:			=

***Note:** Fixture units for flushometers are approximate values. Values will be reviewed and may be adjusted by the Portland Water Bureau staff based on 2017 Oregon Plumbing Specialty Code Table 610.10

Instructions

Column 2: Enter the total number of each fixture type for the completed project. If the project has an existing structure that will be using the same water meter, enter the total number of each fixture type for the completed project **(existing and proposed)**.

Column 3: Per unit value of each fixture type

Column 4: Enter the number of column 2 times column 3

Total Fixture Unit Count	Required Meter Size
0 - 22	5/8" meter
22.5 - 37	3/4" meter
37.5 - 89	1" meter
89.5 - 286	1.5" meter
286.5 - 532	2" meter
532.5 - 1,300	3" meter
1,300.5 - 3600	4" meter
3,600.5 - 8,200	6" meter

Note: There may be SDC credit if existing meters are utilized or removed. SDC fees are not assessed to fire lines. Fees are due at the time the water service installation is paid. Call Portland Water Bureau Development Services, 503-823-7368 with any questions.