



UR OR UC PERMIT APPLICATION

Apply for a permit to repair a lateral or connect to a public sewer in a public right-of-way or easement

*Required field

PART 1: PROPERTY INFORMATION

*Property Address: _____

Associated building permit number or project number (RS, CO, SD, EP, WE), or project name: _____

Property ID/R#: _____

Property Type:

1 & 2 Unit Dwelling

Commercial/Apartments/
3 or more dwelling units

PART 2: WORK DESCRIPTION

***Permit Type**

UR – Lateral repair

UC – New connection to existing City branch/lateral

UC – New tap/tee connection to City main or MH

Other UR or UC

***Construction Method**

Open-cut trenching

Pipe bursting

Slip lining/Sleeving

HDD: Horizontal directional drilling

CIPP: Cured-in-place pipe lining

Other: _____

***Describe work in the right-of-way or public sewer easement.**

Examples:

- Repairing lateral by bursting from property line to curb.
- New 6 inch lateral by trenching from property line to 10 inch main. Installing 10 inch x 6 inch tee fitting.

Note unique circumstances/requests such as party sewer, City wye, deep connection riser, inside drop, etc. State lateral's location if in easement or not in front of property.

***Public Main Type for Lateral Connection**

Combination

Sanitary

Storm

PART 3: SEWER CONTRACTOR INFORMATION

*Business Name: _____

*CCB License #: _____ Phone: _____

*PBOT Street Closure Insurance 7-digit IVR Number: _____

*PBOT Street Opening Bond 7-digit IVR Number: _____

*Contractor Name (print): _____

*Email: _____

PART 4: APPLICANT INFORMATION

Complete this section if submitting application on behalf of contractor.

Applicant Name: _____

Business Name: _____

Phone: _____

Email: _____

PART 5: SEWER CONTRACTOR SIGNATURE AND CERTIFICATION

By signing below, the contractor agrees to indemnify, defend, and hold the City of Portland and its officers, agents, and employees harmless from and against all injuries to persons and damage to property that may result from or in any manner arise out of the acts or omissions of the applicant or contractor or their officers, agents, employees, contractors, or consultants in performing the work allowed or required by the permit.

The contractor acknowledges and agrees that the City is not responsible for errors that result from inaccurate information on this application. The contractor confirms that they have read, understand, and agree to comply with all applicable Portland City Code (PCC) provisions and administrative rules including, but not limited to, PCC Chapter 17.32 and ENB-4.17.

*Sewer Contractor Signature: _____ Date: _____

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Find information on the web in the [Guide to UR & UC Permitting](http://portland.gov/bes/ur-uc-permit-guide) (portland.gov/bes/ur-uc-permit-guide)

ADDITIONAL INFORMATION

Sewer contractors must have **PBOT Street Closure Insurance and Street Opening Bond** to work in the public right-of-way. PBOT insurance and bond requirements and forms are at PBOT's web page: [Insurance and bond requirements for permits in the public right-of-way](#). Documents are processed by PBOT.

Construction Coordination with other City Bureaus will likely be needed and can include:

- **Portland Water Bureau.** If crossing a water main, the sewer contractor must prepare and submit a [Utility Protection Plan to the Water Bureau](#) prior to starting work. Contact staff at WBUPP@portlandoregon.gov.
- **PBOT Temporary Street Use Permitting.** PBOT issues permits for traffic control, right-of-way use, sidewalk closure, and parking. Contact staff at 503-823-7365.
- **Urban Forestry.** Coordinate with Urban Forestry if a root over 2 inches in diameter is encountered. Call 503-823-TREE (8733) about [tree permits](#).
- **Bureau of Development Services.** For sewer work on private property, you'll need a Plumbing Permit (PT Permit). Find more information at Development Services Trades Permits.

PORTLANDMAPS.COM

PortlandMaps.com has City GIS information about properties, public sewers, and most public water assets. Find your project property's "Property ID: R# _____" by clicking on "Assessor Detail" under the property's information.

CITY CODE AND RULES INFORMATION

The information below is available at Portland.gov or by sending an email to URUCpermits@portlandoregon.gov.

Environmental Services Sewer Connection and Lateral Repair Permitting Administrative Rule ENB-4.17. This is the City's regulatory authority for UR and UC permits along with [City Code Chapter 17.32 Public Sewer and Drainage System Permits, Connections and Maintenance](#). For Cured-in-Place Pipe (CIPP) lateral lining see [Administrative Rule ENB 4-33 CIPP Lining of Privately Maintained Pipe in the Public Right-of-way ENB 4-33](#).

[The Sewer and Drainage Facilities Design Manual](#) provides information and guidance for designing public sewer and drainage facilities. The sections most applicable to UR and UC Permits are:

- Chapter 4.2 Pipe Materials (Tables 4-1A & 4-1B)
- Chapter 5.6 Design Criteria for Laterals
- Chapter 4.6 Maintenance Hole Location and Design
- Figure 5-1 Lateral Horizontal Alignment
- Chapter 4.6.7 Inside Drop MH Connection
- Section 5.7 Deep Connection Riser (DCR) requirements

[City of Portland Standard Construction Specifications 2020 \(SCS\)](#). The section most applicable to UR and UC permitting is PART 00400 - DRAINAGE AND SEWERS.

[City Standard Drawings & Details](#) are construction drawings created by the City to clarify and explain how specific construction items are to be built. The most common drawings and details used in UR and UC permitting are:

- P-262 for Sewer Service Laterals
- P-101 for Pipe Bedding and Backfill
- P-257 for Sewer Lateral Cleanout
- P-253 for Inside Drop Connection for MH (with Drop Bowl)
- P-250 for PVC Deep Connection Riser
- P-150 for Precast Concrete MH and P-151 for MH Cast-in-Place Base & Precast Base Slab.



ENVIRONMENTAL SERVICES
CITY OF PORTLAND
working for clean rivers



The Bureau of Environmental Services is committed to providing meaningful access. To request translation, interpretation, modifications, accommodations, or other auxiliary aids, please call 503-823-4114 or Oregon Relay Service 711.

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