Portland Water Bureau

Residential Meter Request Form

Email: waterpermit@portlandoregon.gov **Phone**: 503-823-7368, ext 4

This form is exclusively for water meter sizing for single and multi-family residential uses and is based on standards contained in the 2023 Oregon Plumbing Specialty Code, Appendix M. Appendix M assumes water efficient fixtures and appliances are installed.

Appendix M is not applicable for non-residential uses such as restaurants or retail. In those cases, applicants should use the Portland Water Bureau Commercial Meter Sizing Form to determine water meter size.

Applicant Name:_____

Applicant email:_____ **Applicant Phone:** _____

Project Address or R number:_____

Permit number (if applicable):_____ **Date :** _____

If multiple units, do you want a shared meter or separate meters? ☐ Shared Meter ☐ Separate Meter

For more information about how to complete and submit this form, please see our Residential Meter Request Form web page.

Water meter sizing information

Per Title 21 of City Code, separate meters are required for each separate lot, including separate lots in Middle Housing Land Division (MHLD) projects. While not required, separate meters are allowed on single lots with multiple units. Each meter requires a separate demand flow calculation.

Download the IAPMO Water Demand Calculator using the instructions provided on the IAPMO website and use it to calculate your flow demand for each meter. When you use the calculator, it is important to list all of new fixtures and any existing fixtures that will remain.

NOTE: If the meter will serve any hose bibs (outdoor water faucets), Appendix M suggests adding 2 gallons per minute (GPM) to the total calculated flow demand for each meter with one or more hose bibs.

For cost information, please see the **Water Fee Schedule**.

Please complete the chart below with the same information you use in the IAPMO Water Demand Calculator.

If a meter serves multiple units, list the units at the top, but only fill out one column per meter.

Fixture Reporting Chart		**Meter # 1 Units:** _____	**Meter # 2 Units:** _____	**Meter # 2 Units:** _____	**Meter # 4 Units:** _____	**Meter # 5 Units:** _____
Fixture Groups	**Fixture Description**	**Number of fixtures per meter**	**Number of fixtures per meter**	**Number of fixtures per meter**	**Number of fixtures per meter**	**Number of fixtures per meter**
Bathroom	Bathtub (no Shower)					
	Bidet					
	Combination Bath/Shower					
	Faucet, Lavatory					
	Shower, per head (no Bathtub)					
	Water Closet, 1.28 GPF Gravity Tank					
Kitchen	Dishwasher					
	Faucet, Kitchen Sink					
Laundry	Clothes Washer					
	Faucet, Laundry					
Bar/Prep	Faucet, Bar Sink					
Outdoor	Outdoor hose bib					
Other						

Use this Flow Demand–Meter Size chart to determine your meter size

Water Flow Demand	Meter Size
1-25 GPM (gallons per minute)	5/8"
26-35 GPM	3/4"
36-55 GPM	1"
56-100 GPM	1.5"
101-160 GPM	2"
161-500 GPM	3"
501-1,000 GPM	4"
1,001-2,000 GPM	6"
2,001-3,400 GPM	8"

If you are unsure of how to determine the appropriately sized meter size for your project, please consult a plumbing professional.

Submit a PDF copy of the completed IAPMO Water Demand Calculator form with your permit application in addition to completing the fixture count below.

Enter the information for each water meter separately below in the Meter Table.

Meter number	Unit number(s) (list all units served by meter)	Water Flow Demand in GPM	Meter size requested	Combination fire and domestic service?
#1				
#2				
#3				
#4				
#5				

Water Meter Sizing Acknowledgement

By submitting this information to the City of Portland Water Bureau, I acknowledge and agree that I am responsible for determining the appropriate meter size for my project and that I have based the meter size on one or more of the following:

1. The IAPMO Water Demand Calculator
2. Consultation with a plumbing professional

I understand and acknowledge that Appendix M was used to determine the flow demand for my meter size and that Appendix M assumes that water-efficient fixtures and appliances have been installed. I agree that if the meter size I've requested is insufficient, it is my sole responsibility to request and pay for a new meter.

_____

Print Applicant name

_____ _____

Sign Applicant's name Date Signed