



PORTLAND

Department of Utilities

Call 811 Before You Dig!
Portland, Tennessee

CITY OF PORTLAND

DEPARTMENT OF UTILITIES
100 SOUTH RUSSELL STREET
PORTLAND, TENNESSEE 37148
Telephone 615-323-1437

RESIDENTIAL SINGLE-SERVICE AVAILABILITY APPLICATION

TAPS BEING REQUESTED* (CIRCLE):
SEWER

WATER

GAS**

IS THIS REQUEST FOR A (CHECK BOX):
☐ OTHER _____

☐ DEMO

☐ REBUILD

☐ NEW BUILD

WHAT WILL BE BUILT (CHECK BOX):
☐ OTHER _____

☐ SINGLE-FAMILY HOUSE

☐ DUPLEX

☐ TOWNHOME

DO YOU HAVE EXISTING SERVICES AT THIS LOCATION (CIRCLE)?

YES

NO

IF SO, WHICH SERVICE (CIRCLE)?

WATER

GAS

SEWER

NAME: _____

PHONE NUMBER: _____

E-MAIL ADDRESS: _____

REQUESTED SERVICE LOCATION

(911) ADDRESS***: _____

CITY/ STATE / ZIP CODE: _____

MAP _____ GP _____ PARCEL _____ LOT# _____

☐ INSIDE CITY LIMITS

☐ OUTSIDE CITY LIMITS

MAILING ADDRESS

STREET: _____

CITY/ STATE / ZIP CODE: _____

SIGNATURE: _____ DATE: _____

PLEASE SEND APPLICATION TO SYOSBORNE@CITYOFPORTLANDTN.GOV &
DBAKER@CITYOFPORTLANDTN.GOV.

*If the City shall be required to hire a third-party contractor to install a service, the applicant will be required to reimburse the City for any cost for a third-party contractor. All fees must be paid before services are cut on. Please submit a recorded Plat with request if available.

**If gas is requested, you must submit a BTU form before approval.

***Required to provide or application will be rejected. Cannot be a 0 address (i.e. 0 Hwy 52E, 0 S Russell St). Must have a number assigned to address. Please reach out to Sumner County 911 Emergency Communications District for address if you do not have one.

Please note the applicant will be notified within 30 business days of the tap request. As per Resolution 24-49, prior to approval of a water tap, applicants will be required to provide a 20' public utility easement (P.U.E) along the property's road frontage. The City will be responsible for the preparation of the easement document.

REVISED NOVEMBER 2024