



Multifamily development service process


1 Request

- Customer**
 - Complete and submit a **request for service form** and related documents
 - Notify all other utilities regarding your project
 - Notify PGE of any related work, road improvements, and street lighting
 - Notify PGE whether or not you will need temporary power
-  Your PGE Project Manager will contact you within **5 business days** of submitting your completed RFS form.

2 Design

-  Allow for **60 or more days** for PGE to complete your design, depending on the complexity of your project.
- PGE**
 - Assign a Project Manager to work with you
 - Design your project
 - Perform meter gear review (if applicable)
 - Send preliminary design (if applicable)
 - Send you the final design and a Line Extension Cost Agreement
 - Send you the PGE Utility Easement (if applicable)
- Customer**
 - Provide additional information as requested
 - Review design for conflicts prior to PGE finalizing (if applicable)
 - Return the signed Line Extension Cost Agreement and any payments to PGE
 - Return the PGE Utility Easement (if applicable)




3 Permitting

- PGE**
 - Acquire applicable permits as required by the local municipality
 - Customer**
 - Talk with PGE and your local municipality about required permits
 - Acquire applicable permits as required by the local municipality
-  With your design complete and permits in hand, PGE’s next steps are based on the pace of your trench construction.

4 Trench construction + inspection

- Customer**
 - Schedule a pre-construction meeting with your PGE Project Manager, FCC and your excavation contractor
 - Perform trench and conduit work
 - Contact PGE to inspect and approve trench, conduit and vault before you backfill
- PGE**
 - Inspect trench, conduit and vault
 - Notify you of necessary corrections (if applicable)
 - Approve trench for backfill

5 Completion

- Customer**
 - Install metering switchgear **per Electric Service Requirements (ESR) metering guidelines**
 - Complete municipal inspection of switchgear and electrical room
 - After City, County or State approval, call Service Coordination at **503-323-6700** to request final service inspection and metering to be installed
 - Complete municipal inspection of switchgear and electrical room
-  You may be assessed a deposit when we create your account.
- PGE**
 - Complete final inspection
 - Install metering
 - Install PGE facilities
 - Connect permanent service
-  Depending on the number of meter rooms included in your design, the “Completion” steps may need to be repeated for each additional meter room.
-  Assuming all permits are in place and you have submitted your signed LECA and payment, PGE will begin construction **2 to 4 weeks** after you pass final inspection. Timing will vary by jurisdiction.

Important reminder regarding temporary vs. permanent service:

This visual illustrates the process for connecting **permanent service**. If you require **temporary service**, please discuss this with your PGE Project Manager when starting your project. Once you understand the available options, requests for temporary service must be initiated by calling Service Coordination at **503-323-6700**.

