



# COMMUNITY DEVELOPMENT

## MINIMUM DEVELOPMENT STANDARDS REVIEW APPLICATION - RESIDENTIAL

- Duplex  Accessory Dwelling Unit  
 Attached Single-family Dwelling (Townhome)  Addition (≥50% of existing dwelling sq. ft.)

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### Contact Information

Applicant: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Email: \_\_\_\_\_

Property Owner: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Email: \_\_\_\_\_

ePlans Submitter: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Email: \_\_\_\_\_

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### Property Information

Site Address: \_\_\_\_\_ Tax map & lot number: \_\_\_\_\_

Comprehensive Plan Designation: \_\_\_\_\_ Zoning District: \_\_\_\_\_

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### Proposal

Number of dwelling units: \_\_\_\_\_ Total structure square footage: \_\_\_\_\_

Total lot area: \_\_\_\_\_ Current land use: \_\_\_\_\_

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To the best of my knowledge, all statements and information contained in this application and attached exhibits are true and correct. I authorize City of Bend staff and/or Hearings Body to enter the property for inspection of the site in conjunction with this land use application.

Property Owner: \_\_\_\_\_ Date: \_\_\_\_\_

## SUBMITTAL REQUIREMENTS

All plans must be submitted electronically. Please complete this application, save it to your computer, and e-mail it to [planning@bendoregon.gov](mailto:planning@bendoregon.gov). Once the application is received by the City and entered into our system, you will receive emailed instructions on how to upload your application materials to the City's ePlans electronic permitting system. Application fees may be paid in person or mailed to the City of Bend Permit Center, 710 NW Wall Street, Bend, OR 97703. Credit card payments may also be made by phone after you receive the ePlans upload request. Call the Planning Division at (541)-323-8551 to pay with a credit card.

### Site Plans & Maps:

- Drawn to scale, in an easily readable size such as 1"=10'; with a north arrow
- Show all structures with dimensions and setbacks to property lines
- Show all property lines with dimensions and easements
- Show existing and proposed paving, (parking, walkways, patios) with dimensions as well as curbs, driveway curb cuts, and sidewalks
- Provide topographical contour lines (1 foot intervals if slope is <10% or 2 foot if > 10%)
- Show on-site grading and how drainage is retained on-site
- Provide building coverage calculations, e.g. lot coverage and floor area ratio

### Landscaping Plan:

- Show existing trees and natural features – indicate removal plans, if any
- Indicate size, spacing & species of all proposed plant materials, including ground cover
- Calculate landscape coverage

### Building Elevations

- Indicate height of all structures
- Show materials and colors, including doors and windows and exterior lighting fixtures

### Floor Plans

- Narrative.** Letter or narrative report documenting compliance with the applicable approval criteria contained in subsection B.3. Approval Criteria, BDC Chapter 4.2.400 Minimum Development Standards Review, below.

### Current Deed

- Will serve letter from water service provider if served by water service provider other than City of Bend (Avion, Roats)**

## BEND DEVELOPMENT CODE

### 4.2.400 Minimum Development Standards Review.

#### A. Minimum Development Standards Review for Single-Family Detached Dwellings, Single-Family Attached Townhomes, Accessory Dwelling Units and Duplex Dwellings.

1. **Applicability.** This section applies to the construction of a new single-family detached dwelling, single-family attached townhome, accessory dwelling unit or

duplex dwelling. Except as provided in subsection (A)(2)(c) of this section, a dwelling unit is also considered new if the livable space of an existing dwelling unit is increased by 50 percent or more. (Partial to full demolition of the existing dwelling unit's livable space replaced with new square footage of livable space is considered new square footage.)

**2. Exemptions. The following are not subject to this section:**

- a. Single-family detached dwellings that have existing full utility and full street frontage infrastructure.
- b. Single-family attached townhomes that have existing full utility and full street frontage infrastructure, and have vehicular access from an alley.
- c. New construction of 200 square feet or less in area to an existing dwelling unit's livable space.

**3. Approval Criteria. The Review Authority shall approve, approve with conditions, or deny an application for Minimum Development Standards Review based upon the criteria listed below.**

a. The proposed land use is a permitted or conditionally permitted use in the zoning district.

b. In addition to the standards below, conditionally permitted uses require approval of a Conditional Use Permit and shall meet the criteria in BDC 4.4.400.

c. The following standards are met:

i. The land use, building/yard setback, lot area, lot dimensions, density, lot coverage, building height, design review standards and other applicable standards of the underlying zoning district are met.

ii. Single-family Attached Townhomes, Accessory Dwelling Units and Duplexes shall comply with the corresponding standards of BDC Chapter 3.6 Special Standards and Regulations for Certain Uses.

iii. Water and Sewer.

(A) Where available, public water mains must be extended to and through the length of the property frontage with services provided to the dwelling unit(s) in accordance with the City of Bend Standards and as further set forth in [BC Title 14](#), Water.

(B) The proposal complies with [BC Title 15](#), Sewer.

**iv. Street and Alley Improvements.**

(A) Full street and/or alley improvements shall be constructed along the frontages of the property when an improved street and/or alley has been built to the property line. When a street and/or alley has been built to the property line and is not constructed to City standards, an alternative design may be approved by the City Engineer to match existing improvements. The Development Services Director may grant a waiver of this requirement under BDC 3.4.150. In such cases, an agreement to not remonstrate against the formation of a local improvement district shall be recorded against the property; however, a waiver shall be processed as a Type II process.

(B) For properties over one acre in size where future division of the property is allowable, street and/or alley improvements are not required if any portion of the dwelling is located more than 300 feet from an improved street or alley. In such cases, an agreement to not remonstrate against the formation of a local improvement district shall be recorded against the property.

(C) Street improvements are not required for accessory dwelling units.

- v. When an existing public sidewalk exists within 600 feet of the front property line on the same side of the street of any of the frontages, sidewalks shall be constructed along all frontage(s) of the site. A corner lot or parcel has two or more front property lines and frontages.**
- vi. Driveways and required parking areas shall be paved with asphalt, concrete or comparable surfacing; a durable nonpaving material (e.g., grass-crete, eco-stone) may be used to reduce surface water runoff and to protect water and air quality. Gravel is not allowed. Driveway apron design and location shall conform to City of Bend Standards and Specifications and the City's adopted accessibility standards for sidewalks and walkways.**