



COMMUNITY DEVELOPMENT

PRE-APPLICATION MEETING APPLICATION

Contact Information

Applicant: _____ Phone: _____

Address: _____ Email: _____

Owner: _____ Phone: _____

Address: _____ Email: _____

Eplans Submitter: _____ Phone: _____

Address: _____ Email: _____

Property Information

Site Address: _____ Tax map & lot number: _____

Comprehensive Plan Designation: _____ Zoning District: _____

Total Land Area: _____ Present Use: _____

Proposal

Please note - site plans or conceptual drawings are required – see page 2 for submittal requirements

Project Description (please include number of lots, number of units, type of use(s), etc.):

Questions for City Staff (if additional space is needed, please use a separate sheet):

SUBMITTAL REQUIREMENTS

Prior to scheduling a pre-application meeting, the City requires:

- A completed pre-application meeting form with project description and questions you have for City staff.
- Electronic versions of site plans or conceptual drawings of the proposal.

Please complete this application, save it to your computer, and e-mail it to Planning@bendoregon.gov along with your plans. Once the application is received by the City and entered into our system, you will be notified of the time and date for your pre-application meeting (held Thursday mornings). Materials must be submitted to the Planning Division at least one week in advance of the meeting date.

Please contact the Planning Division at (541)-323-8551 at least 48 hours before the meeting if you need to cancel.