



CITY OF BEND

City Hall
710 NW Wall Street
Bend, OR 97703

EXPEDITED REVIEW FOR INCOME QUALIFIED HOUSING

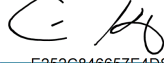
CI-0501

City Manager Administrative Policy

Bend Code Chapter 1.30.005 provides for 'City Manager Authority to Adopt Administrative Regulations, Policies and Guidelines.' All regulations, policies and guidelines adopted by the City Manager shall be consistent with the City of Bend Charter, the Bend Code, and Council ordinances.

The following policy conforms to the above stated standards.

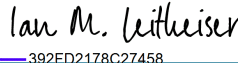
Authorized by City Manager:

Signed by:


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Eric King, City Manager

6/22/2026
Dated:

Reviewed by Legal Counsel:

Signed by:


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Ian Leitheiser, City Attorney

6/22/2026
Dated:

Policy Number: CI-0501

Adopted: 06/17/2026

Owner: Housing Department; Middle Income Housing Coordinator

Revised:

Revision Number:



I. Purpose

The City of Bend seeks to promote long-term affordability through incentives for income-qualified housing secured by deed restrictions. Previously adopted City Council resolutions offered affordable housing development expedited review and permitting without requiring deed restrictions. Transitioning the qualification criteria for expedited review and permitting from resolution to administrative policy is intended to improve efficiency, consistency, and administration.

II. Policy Statement

The City of Bend recognizes that expedited review and permitting reduces development timelines and carrying costs such as interest, property taxes, and other financing-related expenses. Prioritizing applications that include income-qualified housing with long-term affordability restrictions improves project feasibility and support the City's housing affordability goals.

III. Scope

This administrative policy establishes the eligibility criteria by which a development application may qualify for expedited review and permitting based on the inclusion of income-qualifying housing. Procedures, timelines, and operational process for expediting review and permit remain governed by separate Community Development Department (CDD) policies, internal operating procedures, and applicable state law.

This policy is limited to defining qualification requirements for expedited review and does not guarantee expedited timelines or alter the substantive standards applied during permit review.

IV. Definitions

Development Application: For the purposes of this policy, "development applications" means land use planning and building applications, including land divisions, site plan review, and all related permits and land use reviews associated with the qualifying development, including phased, deferred, revised, or subsequent permits.

Expedited Review: For the purposes of this policy, "expedited review" means the application is prioritized within the review queue as further provided in department policy. Review timelines remain subject to applicable state law, staff availability, internal operating procedures of the CDD, and the status of other applications previously approved for expedited review.

Affordable Housing Covenant: A legally binding agreement recorded against real property that runs with the land and is enforceable against current and future owners. An affordable housing covenant constitutes a deed restriction that limits the use, occupancy, affordability, resale, or rental of dwelling units for a specified duration. Such



covenants require units to be affordable to households earning up to 130 percent Area Median Income (AMI) and may include covenants described under Oregon Revised Statutes (ORS) **456.270** to **456.295** or other City-approved affordability agreements.

Income-qualified Housing: At least 15% (fifteen percent) of dwelling units in a residential or mixed-use development (rounded up to the nearest whole number of units) governed by an affordable housing covenant, as defined above, that restricts occupancy and affordability to households earning at or below the Area Median Income (AMI) secured through one or more affordable housing covenants with an affordability term of at least ten (10) years. Emergency shelters are also considered Income-qualified Housing.

V. Policy Terms & Provisions

A. Prioritization of Income-Qualified Housing Development Applications

1. The City of Bend will prioritize development applications that include Income-qualified Housing over applications that do not. This means placing a Development Application that includes Income-qualified Housing in a staff member's review queue ahead of other applications that may have been received prior to receipt of the Development Application that includes Income-qualified Housing consistent with this policy.

B. Affordable Housing Covenant and Agreements

1. The City will expedite review and permitting for residential or mixed-use developments that include Income-qualified Housing.
2. Applicants must either:
 - a. Provide evidence of a currently recorded affordable housing covenant meeting the requirements of this policy; or
 - b. Enter an agreement with the City of Bend to record an affordable housing covenant that meets these requirements upon securing legal control of the development site; or
 - c. Be seeking or have received approval of development as emergency shelter.

C. Applicable Permits

1. Expedited review and permitting applies to all Development Applications associated with a development providing Income-qualified Housing and meeting the requirements of Section V.A. of this policy.

D. Development Requirements

1. For a single-structure development, the structure must have a minimum of fifteen (15) percent of units provided as Income-qualified Housing. For a



project with multiple multi-unit (3 or more units) buildings, where the specific units that will meet the minimum affordability threshold are not uniquely identified, if the phase has a minimum of fifteen (15) percent of units provided as Income-qualified Housing, all structures within the phase will receive expedited review under this policy. For a project with multiple single-unit or 2-unit dwellings, where the specific units that will meet the minimum affordability threshold are not uniquely identified and the structures will be constructed on their own individual tax lots, all structures within the phase must be identified at structure permitting to be a qualifying unit and therefore qualifying for expedited review and permitting.

2. For structures or permits that are ancillary to a qualifying structure, the ancillary structure or permit qualifies for expedited review and permitting under this policy.
3. For developments constructed in phases or consisting of multiple buildings where the affordable units are specifically identified, the minimum fifteen (15) percent of units provided as Income-qualified Housing requirement shall be evaluated on a phase-by-phase or building-by-building basis. Only those structures or phases that individually meet the minimum threshold for Income-qualified Housing or considered to be ancillary to Income-qualified Housing, are eligible for expedited review and permitting under this policy.
4. For structures or phases that include dwelling units within a multi-phase or multi-structure development where specific units are identified as affordable, if the structure or phase does not include at least 15% of units as Income-qualified Housing then they are not eligible for expedited review, regardless of whether other phases within the overall project qualify. Structures or permits that are not dwelling units and are not ancillary to a qualifying permit do not qualify for expedited review and permitting under this policy.

E. Interdepartmental Coordination

1. This policy will be implemented through coordination among the Community Development Department, the Real Estate, Facilities, and Housing Department, and the City Manager's Office. In the event of questions regarding the application of this policy or changes to review procedures affecting a specific application, managers from the relevant divisions will confer to determine an approach that is consistent with this policy.



Accommodation Information for People with Disabilities & Language Assistance Services

You can obtain this information in alternate formats such as Braille, electronic format, etc. Free language assistance services are also available. Please email accessibility@bendoregon.gov or call 541-693-2198. Relay Users Dial 7-1-1. All requests are subject to vendor processing times and should be submitted 48-72 hours in advance of events.

Servicios de asistencia lingüística e información sobre alojamiento para personas con discapacidad

Puede obtener esta información en formatos alternativos como Braille, formato electrónico, etc. También disponemos de servicios gratuitos de asistencia lingüística. Póngase en contacto en correo electrónico accessibility@bendoregon.gov o número de teléfono 541-693-2198. Los usuarios del servicio de retransmisión deben marcar el 7-1-1. Por favor, envíe sus solicitudes con 48-72 horas de antelación al evento; todas las solicitudes están sujetas a los tiempos de procesamiento del proveedor.