

# IMPORTANT INFORMATION ABOUT EASEMENT ACCESS

To better serve our customers, City of Bend Utilities occasionally needs to access public Utility easements on private property.

- Routine maintenance and repair work are essential to keep water and sewer systems working properly.
- During emergency conditions, access to the easement area and the ability to work within it are absolutely essential.

This brochure has information about easement access.

The City of Bend Utility Department is dedicated to providing high quality water and services for our customers while protecting public health and precious resources.

If you have any questions, contact us at (541) 317-3000 ext 2.



# Easement Access

What you need to know about easement access rights and responsibilities

[bendoregon.gov/easements](http://bendoregon.gov/easements)



CITY OF BEND  
Utility Department  
62975 Boyd Acres Road  
Bend, OR 97701



## Accommodation Information for People with Disabilities

To obtain this information in an alternate format such as Braille, large print, electronic formats and audio please contact the Utility Department:

- [mpackebush@bendoregon.gov](mailto:mpackebush@bendoregon.gov)
- phone: (541) 317-3000 ext 2
- fax: (541) 317-3046

# What is an Easement?

An easement is a defined area of private property that is legally designated for specific use, such as access and travel through by an entity other than the property owner. There are different types of easements, including for ingress-egress, water and public utility easements.

Easements provide the City of Bend Utility Department with the legal right of use and access to any of its pump stations, pipelines, valves, equipment or other assets that are located on private property.

## City of Bend Utility Authority to Access

Authority to access private property easements as a public utility is established by legal documents such as recorded easements, subdivision plat maps and deed restriction or reservations and is identified on survey maps or property title reports.

## Things to Know

Any use of an easement by a property owner or occupant:

1. Cannot limit the ability of City of Bend Utility personnel to access and utilize the easement for its intended purpose.
2. Must adequately allow, without interference, the construction, operation, maintenance, re-construction, inspection or repair of City of Bend facilities.
3. Utility Department Contact Information: (541) 317-3000 ext 2



## Why Your Utility Department Needs Easement Access

Our community relies on the public water distribution and sewer collection systems every day. Pipes and equipment for those systems may exist on private property because in the past, some developers placed them in yards within easements on private property, rather than in the streets. When pipes, pumps and other public infrastructure exist on private property, the only way to maintain and repair the system is for City of Bend Utility staff to access private property. If staff could not access the equipment and pipes, your water and sewer service could be affected.

The ability to service and maintain pipes and equipment helps to ensure that the system functions effectively for you and your community.

## Access Procedures

City of Bend Utility Department is committed to customer service and we understand that providing access to an easement on your property can be inconvenient at times. Whenever possible, we seek to provide prior notification to our customers before gaining access to an easement on private property. Generally, these procedures apply when access is not readily attained, such as may occur with rear and side yard easements. Specific procedures are in place for gaining easement access in such situations. They are described in the chart below. These procedures ensure that we make reasonable attempts to cooperatively gain access to easements during non-emergency situations, as dictated by the particular circumstances and nature of work required.

However, please know that City of Bend Utilities has the legal right to access easements for its work.



## Non-Emergency Access Procedures Overview Chart

IF OWNER . . .	UTILITY STAFF WILL . . .	OTHER CONSIDERATIONS
Approves access	1. Obtain access to complete work	<ul style="list-style-type: none"> <li>• In cases of inadequate easement clearance,</li> <li>• maintenance personnel will obtain necessary access at their discretion.</li> <li>• This includes moving obstructions.</li> </ul>
Denies access	1. Record time/date of contact and inform supervisor 2. Supervisor will determine potential health/safety risk and next step	
Is not home	1. Complete work, if access is possible 2. Leave "Notice of work performed" door hanger	