



Private Development Engineering Division
City of Bend
(541) 388-5580
engineering@bendoregon.gov
710 NW Wall Street, Bend OR 97703

This submittal form is to be completed as part of your application with the City of Bend. *Download this form before completing fillable fields*, then upload with your application through the Online Permit Center at www.bendoregon.gov/permitcenter.

BUILDING PERMIT RELEASE / SEPTIC AUTHORIZATION

Applicant Information

Name: _____
Phone: _____ E-mail: _____
Address: _____
City State ZIP
Signature: _____ Date: _____

Property Information

Property Owner Name: _____
Phone: _____ E-mail: _____
Address: _____
City State ZIP
Taxlot: _____ Zone: _____

Summary of Use Requested

- Accessory Dwelling Unit (ADU) Addition and/or Remodel Property Line Adjustment
- New Dwelling Unit Septic Repair Land Division
- Other: _____

Describe the use (include number of units, bedrooms, bathrooms, kitchens, etc. to be installed):



Accommodation Information for People with Disabilities

To obtain this information in an alternate format such as Braille, large print, electronic formats, etc. please contact the Private Development Engineering Division at engineering@bendoregon.gov or (541) 388-5580; Relay Users Dial 7-1-1.

City of Bend Planning Division

- Proposed land use is permissible in zone Proposed land use is not permissible in zone
- Processed by: _____ Date: _____

City of Bend Private Development Engineering Division

- Property owner is constructing a new dwelling unit. Property must connect to public sewer, except:
- Property owner is constructing an Accessory Dwelling Unit (ADU). Final determination to be made by Deschutes County.
 - Property owner is constructing a single-family dwelling on a vacant parcel not within 300 feet from existing sewer. The property may apply to Deschutes County to install a new septic system.
 - Property owner is constructing a single-family dwelling on a vacant parcel within 300 feet from existing sewer. The property must connect to public sewer, unless:
 - City Engineer waived the connection requirement (i.e., sewer main would be installed at depth of 5 feet average or deeper, measured to top of pipe). The property may apply to Deschutes County to install a new septic system.
- Property owner is constructing an addition and/or remodel. Final determination to be made by Deschutes County.
- Property Owner is requesting a septic repair permit from Deschutes County and:
- A sewer main with capacity exists at the property frontage. The property must connect to sewer.
 - A sewer main exists at the property frontage but due to capacity limitations, the City is unable to allow the connection at this time. The property may apply to Deschutes County for a repair permit.
 - A sewer main does not exist at the property frontage. The property may apply to Deschutes County for a repair permit.
 - The property has an executed Sewer Connection Agreement to require connection to sewer within 5 years or less. The property may apply to Deschutes County for a repair permit.
- Property owner is requesting a land division. All affected properties must connect to public sewer.
- Property owner is requesting a property line adjustment or replat that does not create new parcels. Affected properties may remain on septic.
- Property owner is requesting a septic system alteration permit from Deschutes County. The property must connect to public sewer.

Processed by: _____ Date: _____



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Deschutes County Environmental Health Department

- Property owner is constructing an Accessory Dwelling Unit (ADU):
 - The existing septic system is adequate to serve the ADU without an alteration permit or new installation permit, the property may use the existing septic system.
 - The existing system is not adequate to serve the development without an alteration permit, the property must connect to public sewer.
- Property owner is constructing an addition and/or remodel:
 - The existing septic system is adequate to serve the development without an alteration permit, the property may continue to use the existing septic system
 - The existing system is not adequate to serve the development without an alteration permit, the property must connect to public sewer.
- Will issue a septic repair permit
- Will not issue a septic repair permit. Connection to public sewer is required.
- Will issue a new septic system installation permit
- Will not issue a new septic system installation permit. Connection to public sewer is required.

Processed by: _____ Date: _____

- This form is only valid for 90 days from the dated City of Bend signature.
- The use summarized on this form must match the use requested on the submitted permit to be valid.
- Properties adjacent to the City's Neighborhood Extension Program (NEP) must submit a different application.
- Other permits may be required. The applicant/property owner is responsible for obtaining any necessary permits from the City of Bend Building Division, Private Development Engineering Department, Planning Department or Fire Department as well as any County, State and/or Federal permits. Signatures do not constitute verification of legal lot of record status, construction approval, planning approval of proposed uses or structures. Final planning sign off will occur prior to issuance of a Building Permit.
- This form must be approved by the City's Private Development Engineering Department, Planning Department and Deschutes County Environmental Health Department (Deschutes County) AND be accompanied by a site plan bearing approval of Deschutes County for all new construction or placement permits not being served by City sewer. Signature from Deschutes County does not exempt applicant/owner from connecting to City sewer if sewer main is functionally available at the property frontage or if required by land use conditions.



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