



Planning Division  
City of Bend  
(541) 388-5580  
planning@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](http://www.bendoregon.gov/permitcenter).

## HISTORIC RESOURCE RELOCATION APPLICATION

- Relocate *from* a Historic District or Property
- Relocate *to* a Historic District or Property

### Property Information

Historic Name of Site or Building: \_\_\_\_\_

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

Tax Map & Parcel Number: \_\_\_\_\_

The Site or Building is identified as (mark all that apply):

- Local Historic Resource
- National Register of Historic Places
  - Historic Contributing
  - Historic Non-Contributing
  - Non-Historic
  - Vacant Lot

Please identify the dates of construction and any previous major alterations:

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#### 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 Planning Division at [planning@bendoregon.gov](mailto:planning@bendoregon.gov) or (541) 388-5580; Relay Users Dial 7-1-1.

Historic Landmarks always lose value when they are moved from their original locations. Moving is always a choice of last resort to save the building. Why is the building threatened in its current location? Why does it have to be moved?

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Describe your efforts to find a compatible new location.

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Describe the important elements of the current site that define the historic setting and historic context, such as the trees and other landscaping, streets, canals, street lights, railroad tracks, nearby structures of the same age, water towers and sidewalks. Why was this structure built in this location?

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Tell us why the proposed site was selected. How does it resemble the setting of the original site? How can the new site plan include landscaping and essential elements of the historic site?

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Please describe in detail the methodology of the move.

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## Additional Requirements

- Historic photo of the building (more than 50 years old)
- Photos of the current and proposed sites
- Photos of the lots on each side of the original site and the site that you are moving to
- Scale drawing of the lot and all buildings, walls, walkways, fountains, significant historic landscaping, structures and trees that are more than 50 years old. Show parking area, alley and driveway, if any, and the locations of sidewalks, curbs and street. Show location of buildings on adjacent lots, on the existing and proposed lots.
- Construction plans, including building elevations, floor plan, drainage plan and landscaping plan. Identify all changes from the way the building looks now. Include “before” and “after” floor plans and site plans. Are your plans in such detail that an average person could detect any changes that will result from the move?
- Provide a list of materials that you plan to use on the **exterior** of the building. Submit the product brochures or print outs from the company web sites for the materials that you have selected for **siding, windows, doors, exterior light fixtures, roof and any exterior trim**. It is necessary to be specific about which products will be used.
- A sketch, drawing, or computer-generated image showing the resulting view of the new property from a public way. Show the relative height, bulk, and size of the proposed new construction in relationship with the existing surrounding buildings on your lot and the adjacent lots.



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