



Building Safety Division  
City of Bend  
(541) 388-5580  
building@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).

## ARCHITECTURAL BARRIER REMOVAL IMPLEMENTATION SUBMITTAL REQUIREMENTS

All plans and documents shall be completed by a Licensed Design Professional.

### Forms and Documents Required

- Completed Construction Permit Application
- Completed Architectural Barrier Building Survey (this is to be completed by a licensed Design Professional). An Architectural Barrier Building Survey shall be provided for each structure on site
- Completed, signed and notarized Architectural Barrier Removal Implementation Agreement

### Accessibility Improvement Plans

Site Plan:

- Property lines, adjacent street names, North arrow and drawing scale
- All existing and proposed structures
- Landscaped areas
- Parking lot layout including location of ADA parking spaces
- Show all pedestrian routes and amenities on site
- Identify accessible route throughout the site to all structures, mailboxes, any facilities and accessible route to public way
- Site plan shall be keyed to identify existing accessibility barriers
- Keyed items shall identify deficiencies
- A time frame as to when each deficient item is to be completed



#### 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 Building Safety Division at building@bendoregon.gov or (541) 388-5580; Relay Users Dial 7-1-1.

Floor Plan:

- Floor plan shall be for entire building (for multiple buildings on a site, a floor plan shall be provided for each building)
- Specify use of each room
- Identify all exits
- Show locations of all walls, cabinets, fixed furniture and racking
- Show location and layout of existing restrooms
- Identify accessible routes within the building
- Floor plan shall be keyed to identify existing accessibility barriers
- Keyed items shall identify deficiencies
- A time frame as to when each deficient item is to be completed



**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 Building Safety Division at [building@bendoregon.gov](mailto:building@bendoregon.gov) or (541) 388-5580; Relay Users Dial 7-1-1.