



CITY OF BEND

**Delegation of Authority to Community & Economic  
Development Director to Execute Non-Statutory  
Development Agreements Under Bend Development  
Code Title 4**

**Policy No. ADM 2023-11**

City of Bend Code Chapter 1.30.005 authorizes the City Manager to adopt administrative regulations, policies, and guidelines to implement the City Manager’s authority under Section 24 of the Bend City Charter. All regulations, policies and guidelines adopted by the City Manager must 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:

DocuSigned by:  
*Eric King*  
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Eric King, City Manager

Dated: 12/4/2023

Reviewed by Legal Counsel:

DocuSigned by:  
*Mary Winters*  
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Mary Winters, City Attorney

Dated: 12/4/2023

**City of Bend**  
**City Manager Administrative Policy**



**I. Recitals**

A. Pursuant to Bend Municipal Code [1.30.010](#), the City Manager has the discretionary authority to make all administrative decisions for the City relating to all functions of the City.

B. Bend Development Code Section [4.2.700](#) requires developers to enter into a non-statutory development agreement where concurrent construction of public and private improvements are allowed. Other provisions of Title 4 in the Bend Development Code require developers to provide financial security acceptable to the Community and Economic Development Director in lieu of constructing the improvements prior to recording a final plat.

C. Various Bend Development Code sections require private easements, public easements, or other covenants and restrictions to demonstrate compliance with the provisions of the Bend Development Code.

D. The City desires to clarify the authority to sign non-statutory development agreements required or permitted under the BDC for deferred infrastructure and accept easements and other covenants required under the BDC.

**II. Policy**

A. The Community and Economic Development Director is authorized as the City Manager's designee to enter into, extend, or amend any development agreement required or permitted under Bend Development Code for deferral of infrastructure, and accept or enter into any easement, covenant, or restriction required of private property owners under the Bend Development Code. The Community and Economic Development Director may further delegate this authority to the Planning Manager, Assistant City Engineer, or other persons in similar positions of authority and level of management in the Community and Economic Development Department.

B. The City Manager hereby ratifies any previous actions taken by the Community and Economic Development Director or designees, to enter into, extend, or amend any non-statutory development agreement required under Bend Development Code Sections, including but not limited to, 4.2.700 and 4.3.400, and any easements, covenants, or other restrictions required under the Bend Development Code.