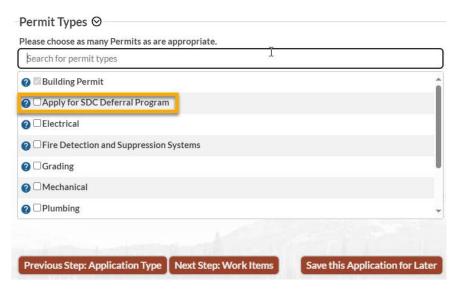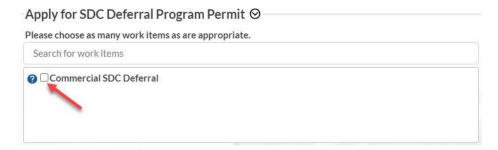CITY OF BEND
DEVELOPMENT SERVICES DIVISION

SDC Deferral Program
Portal Application Process

To apply for the SDC Deferral Program in Portal, please follow these step-by-step instructions during the Permit Application process:
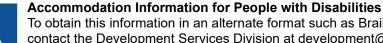
1) Under the Permit Types, select the SDC Deferral Program option along with the other Permits that you will need.

2) On the Work Items page, near the bottom of the screen, there will be a section for the SDC Deferral Program Permit. Check the appropriate box for the work item: to defer Commercial SDC Deferral for multi-unit developments or Residential SDC Deferral (the Residential SDC Deferral 'work item' will be available starting January 1, 2025).

Accommodation Information for People with Disabilities
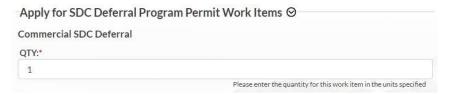To obtain this information in an alternate format such as Braille, large print, electronic formats, etc. please contact the Development Services Division at development@bendoregon.gov or (541) 388-5580; Relay Users Dial 7-1-1.

3) On the Description of Work page, near the bottom of the screen, there will be a section for the SDC Deferral Program Permit Work Item. The quantity of 1 will already be in this field. You do not need to do anything additional.

Apply for SDC Deferral Program Permit Work Items ⊘

Commercial SDC Deferral

QTY:*

    1

Please enter the quantity for this work item in the units specified

4) On the Upload Documents page there will be a section for you to upload the SDC Deferral Application. Click on the Browse button, locate the application file, and upload to the Permit Application. **Please note**: this document must be received, and SDC Deferral administrative fee (if applicable) paid prior to the processing of the SDC Deferral.

⊘ SDC Deferral Application ❓   Pending

Select a new document for this requirement:

    Browse..

5) On the Review & Submit page, make sure that there is a Permit: Apply for SDC Deferral Program, and an entry for the SDC Deferral Application under Uploaded Documents. An administrative fee, if applicable, will be due as outlined in the current City of Bend fee schedule, and must be paid with the submission of the Application For System Development Charges (SDC) Deferral.

Permit: Apply for SDC Deferral Program ⊘

Work Item Description	Units	Quantity
Commercial SDC Deferral	QTY	1

Uploaded Documents ⊘

Name	Related Submittal Requirement
Knightly Apartments SDC Deferral Application.pdf	SDC Deferral Application

6) Complete and Submit your Permit Application. You will need to pay the SDC Deferral Fee, if applicable, and any other required permit fees prior to the start of the review process.

Once approved, the instructions for how to pay the deferred SDCs will be uploaded to your permit application.