

APPLICATION FOR A ONE-TIME SITE ADDITION TO THE CITY OF BEND'S URBAN GROWTH BOUNDARY UNDER SENATE BILL 1537

Application Requirements

I. Site Eligibility -- Section 50(1)(a)&(b)

- Demonstrate how the site meets the eligibility requirements of Section 50(a)&(b). Include maps and/or legal descriptions as appropriate.

II. Application Requirements -- Section 54(2)

The application must:

- (a) Be completed for each property owner or group of property owners that are proposing an urban growth boundary amendment under sections 49 to 59
- (b) Be in writing in a form and format as required by the city, including:
 - Written narrative demonstrating how the proposal meets the requirements for each of the sections in this application.
 - Conceptual level maps or diagrams that include the requirements outlined in section III below and the following information, as applicable:
 - Development boundary;
 - Phasing plan;
 - General land uses; and
 - North arrow and scale.
 - *Optional: Existing site conditions map (see BDC 4.5.100.E.1.b for suggested contents)*
- (c) Specify the lots or parcels that are the subject of the application
- (d) Be signed by all owners of lots or parcels included within the application and include a signed [Authorization Form](#) for each separate property owner.
- (e) Include [each owner's signed consent to annexation](#) of the properties if the site is added to the urban growth boundary

III. Application Requirements -- Draft Conceptual Plan, Section 55(3)

In order to be complete, an application must include a draft conceptual plan demonstrating substantial compliance with the requirements in Section 55(3)a-f, including:

Section 55(3)(a)&(b) -- Land Use

- The total net number of proposed residential acres within the site, not to exceed 100 net residential acres
- The number and approximate location of units (market rate and affordable) by:
 - Unit type (including middle housing, accessible housing and other needed housing)
 - Approximate unit sizes by square footages and bedroom count

- ❑ Proposed unit mix by unit type demonstrating a diversity of housing types and sizes, including middle housing, accessible housing and other needed housing
- ❑ Proposed net residential density (minimum ten units per net residential acre)
- ❑ General location and size (acreage) of proposed zoning designations
- ❑ General location and size (acreage) of areas to be used for recreation and open space, including areas to be conveyed for public use (e.g., schools, recreational areas, parks, fire stations, and/or other public uses)
- ❑ General location and size (acreage) of proposed lands for commercial uses, either separate or as a mixed-use meeting Section 55(3)(b)(B), and a narrative of how the proposed lands for commercial use meet the requirements in Section 55(3)(b)(B) including how the lands
 - Primarily serve the immediate surrounding housing;
 - Provide goods and services at a smaller scale than provided on typical lands zoned for commercial use; and
 - Are provided at the minimum amount necessary to support and integrate viable commercial and residential uses

Section 55(3)(c) -- Transportation

- ❑ A conceptual transportation network for the site demonstrating compliance with Section 55(3)(c) including:
 - The general location of transportation facilities for transit and transit routes, vehicle, biking, and walking circulation systems
 - Sufficient connectivity to existing and planned transportation network facilities as shown in the City of Bend Transportation System Plan including transit routes and facilities; proposed right-of-way extensions and classifications; and connections to existing and proposed low-stress networks and key routes
 - *Optional/Recommended:* Known impacts to existing transportation network, key intersections, necessary mitigation and potential required improvements

Section 55(3)(d) -- Statewide Land Use Planning Goals

- ❑ Compliance with Section 55(3)(d), demonstrating that protective measures will be applied to the site consistent with the statewide land use planning goals (as applicable) for:
 - (A) Open spaces, scenic and historic areas or natural resources;
 - (B) Air, water and land resources quality;
 - (C) Areas subject to natural hazards;
 - (D) The Willamette River Greenway;
 - (E) Estuarine resources;
 - (F) Coast shorelands; and
 - (G) Beaches and dunes;

Section 55(3)(e) -- Urban Services

- Include sufficient information to determine adequate serviceability including:
 - a conceptual plan of how the site will be served by all necessary urban services as defined in ORS 195.065, including sanitary sewer collection, domestic water, transportation, schools, and parks, consistent with the City's adopted public facility plans, transportation system plan, and applicable district plans.
 - a conceptual plan for any known public facility and service impacts and proposed mitigation, including as applicable: on- and off-site improvements, construction and modernization of existing infrastructure (water, sewer, stormwater, transportation) to City standards and specifications, and impacts to existing infrastructure inside the City's current city limits.
 - if there is no adopted transportation and/or street network planned on surrounding properties, a conceptual plan for the surrounding existing and future transportation network, including street and trail connections and extensions. Plan must include adjoining lands contiguous to the site, and within a minimum of 400 feet of the site consistent with BDC 3.4.200.1.2).
- A signed acknowledgement that a binding agreement will be required prior to annexation between the city, each owner within the site and any other necessary public or private utility provider, local government or district, as defined in ORS 195.060, or combination of local governments and districts that the site will be served with all necessary urban services as defined in ORS 195.065, or an equivalent assurance.

Section 55(3)(e) -- Housing Affordability

Demonstrate compliance with affordability requirements as outlined in Section 55(3)(f), including:

- Number, overall percentage, and general location of the residential units (by unit type) that are subject to affordability restrictions, including but not limited to affordable housing covenants, as described in ORS 456.270 to 456.295, for a period of not less than 60 years
- Affordability ranges for all units (affordable rental, affordable ownership, market rate, other), number of ownership and/or rental units by unit type
- Phasing plan showing relative timing of affordable housing construction related to overall site
- Size, location, and description of all common areas and amenities available to affordable and market rate units
- List of potential partnerships, mechanisms, and/or proposed use of city incentives or financial tools available, if any, to meet affordability requirements
- Optional:* Additional information demonstrating how required affordable units will be financially viable (i.e. proformas, examples of affordable housing developments delivered by the project team, etc.)

IV. Optional: Supplemental Information

Applicants are encouraged to provide any information in addition to the requirements in this application to demonstrate compliance with the bill. Additional, optional information may include:

- Optional supplemental serviceability and impacts information:* Future master plan and annexation will be required to meet the approval criteria in the Bend Development Code, including BDC 4.5.100 and 4.9.600.A. Applicants are encouraged to include any additional information demonstrating how they will meet these criteria, as well as any additional information regarding potential modifications to uses and proposed services to the site (i.e. summary of coordination, if any, to-date with service providers, acknowledgement from service providers such as will serve letters; general location of streets and water and sewer lines on abutting vacant land and developable land and all contiguous property under common ownership, etc.)
- Title report and/or property deeds

V. Submittal Instructions

Site applications must be submitted electronically via the [City's Online Permit Central Portal](#) by **5:00 PM PST Monday, October 14th, 2024**. For questions related to the application or submittal process please contact BreAnne Gale at bgale@bendoregon.gov or 541-323-8573.

Staff Contact Information:

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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 BreAnne Gale at bgale@bendoregon.gov or 541-323-8573. Relay Users Dial 7-1-1.