



Planning Division
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PRE-APPLICATIONS

SITE PLAN REVIEW – BEST PRACTICES BEFORE YOU SUBMIT

The following is a list of development standards or issues that can typically arise when the City reviews an application for a **Site Plan Review**. We recommend you research the applicability of these Bend Development Code (BDC) requirements to your site or proposal before developing your conceptual project and submitting for a Pre-Application meeting.

This list is not exhaustive – every site and project can raise unique issues – but it is a good starting point to understand how each item may influence your design or overall project cost.

CONCEPTUAL LAYOUT

1. Review your conceptual street/site layout for compliance with maximum allowed block length and block perimeter standards. If the proposal does not result in an allowable block length or block perimeter, consider if an access corridor can be provided to reduce the travel length for bicyclists and pedestrians. (BDC Chapters 1.2 [Definitions] and 3.1)
2. Consider the location and number of new access points (e.g., alleys, driveways) proposed onto existing or new streets. Most sites can have only one access point and it must be from the street with the lowest classification, and not along a designated Bicycle Low-Stress Network. (BDC Chapter 3.1)
3. Will the proposed site circulation meet Fire Department requirements for fire truck access? Will a fire truck turn-around area be required?
4. Review your proposal for compliance with required Zoning District setbacks and any “Special Setback” if the adjacent right-of-way is substandard in width. (BDC Title 2 and Chapters 3.4 and 3.6)
5. Review for compliance with site layout, building orientation and design standards and building articulation standards for the Zoning District and project type. (BDC Title 2 and Chapter 3.6)
6. Review for compliance with internal pedestrian/bicycle circulation and connections to any abutting trails, open space and/or streets. (BDC Chapter 3.1)
7. Ensure that the maximum parking requirements are not exceeded. (BDC Chapter 3.3)



Accommodation Information for People with Disabilities

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8. Calculate the parking lot size to determine if a minimum tree canopy is required, and for other parking lot landscaping requirements. (BDC Chapters 3.2 and 3.3)
9. Consider the location of new/existing trash enclosures and coordinate with designated waste management company for their ability to access the area.

TRANSPORTATION / CIRCULATION

1. Will any right-of-way dedication be required on abutting streets? (BDC Chapter 3.4)
2. Will any street frontage improvements (sidewalk, curb/gutter, bike lanes, etc.) be required? Even if sidewalk exists along the property frontage, if it does not meet the current minimum width, it may need to be replaced. (BDC Chapter 3.4)
3. If the site is located along a Low-Stress Network (Figure 5-1 in the [TSP](#)) or City Standards & Specifications Appendix C - [Connector Routes and Crossings Map](#), additional frontage improvements (e.g., multi-use path) may be required. (BDC Chapter 3.4)
4. Will a Transportation Impact Analysis be required? (BDC 4.7.400)

PUBLIC SERVICES

1. Will water or sewer mains need to be extended to the property frontage? (Bend Code Chapter 15.10 – Sewer; [City Standards & Specifications](#) - Water)
2. Will any existing water or sewer mains need to be upgraded or relocated?
3. Inquire about any known water or sewer capacity issues in the area.
4. Is the water flow adequate for fire hydrants/Fire Department needs?
5. Will additional fire hydrants be required?

OTHER CONSIDERATIONS

1. Review to understand if/how many existing trees (larger than 6" in diameter as measured 4.5 feet above the ground) must be retained. If any required trees cannot be retained, understand the mitigation options (BDC 3.2.200)
2. Review a recent Title Report for the property. Does the site have any existing easements or other encumbrances that will need to be removed in areas that must be dedicated to the City for right-of-way purposes? (BDC Chapter 3.4)
3. **For Residential Site Plans:** Review for compliance with minimum and maximum (if applicable) allowed densities. (BDC Title 2)



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