



Planning Division  
City of Bend  
P.O. Box 431  
Bend, OR 97709

## NOTICE OF NEW APPLICATION Simple Description

The City of Bend recently received an application for a Modification of Application.

The purpose of this letter is to inform you that you or anyone else may give comments in writing to the city regarding this application. **The last day to mail or email comments is Thursday, February 22, 2024.** Comments should be directed to the staff reviewer identified below and must include the project number.

**PROJECT NUMBER:** PLMOD20230683

**APPLICANT:** CGK INVESTMENTS LLC

**LOCATION:** 1537 NE 4<sup>th</sup> Street; 171233BB01400.

**REQUEST:** A Modification of Application to convert a residential unit originally approved under PLSPR20220395 to a lodging unit. Type II Administrative Review.

**STAFF REVIEWER:** Michelle Patrick, AICP Associate Planner  
[mpatrick@bendoregon.gov](mailto:mpatrick@bendoregon.gov); 541-388-5562

Comments must be directed toward the criteria that apply to this request, and must **reference the project number.** Failure to raise an issue with sufficient specificity to afford the decision maker an opportunity to respond to the issue, precludes appeal based on that issue. Written comments may be emailed to the Staff Reviewer listed above, or by mail to the City of Bend Planning Division, 710 NW Wall St., Bend, Oregon 97703. Written comments must be received or postmarked by **Thursday, February 22, 2024.**

The application, plans, documents, and other evidence submitted by or on behalf of the applicant can be viewed using the following link to access the project directly: <https://cityview.ci.bend.or.us/Portal/Planning/Status?planningId=27900>. Alternatively, the application can be accessed through the [Online Permit Center Portal](#) on the City of Bend website at [www.bendoregon.gov/permitcenter](http://www.bendoregon.gov/permitcenter). Open the Portal and select the *Application Search* link under the Planning & Historic header, then enter the project number in the search bar to find the project.

The applicable criteria are listed below and are available for review using the following link: <https://bend.municipal.codes/BDC>. Copies of the application materials and applicable criteria can also be obtained by contacting the staff reviewer listed above, or at a reasonable cost from the City of Bend Permit Center, City Hall, 710 NW Wall Street, Bend, Oregon.

If you have questions or need help to access the project in the Online Permit Center Portal, please contact the Staff Reviewer listed above, or call (541) 388-5580 and choose Option 3 for the planner on duty.

### MATERIALS IN ALTERNATE FORMAT REQUEST



#### 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 Staff Reviewer listed above. Relay Users Dial 7-1-1.

**APPLICABLE CRITERIA, STANDARDS, AND PROCEDURES:**

City of Bend Development Code

**Criteria**

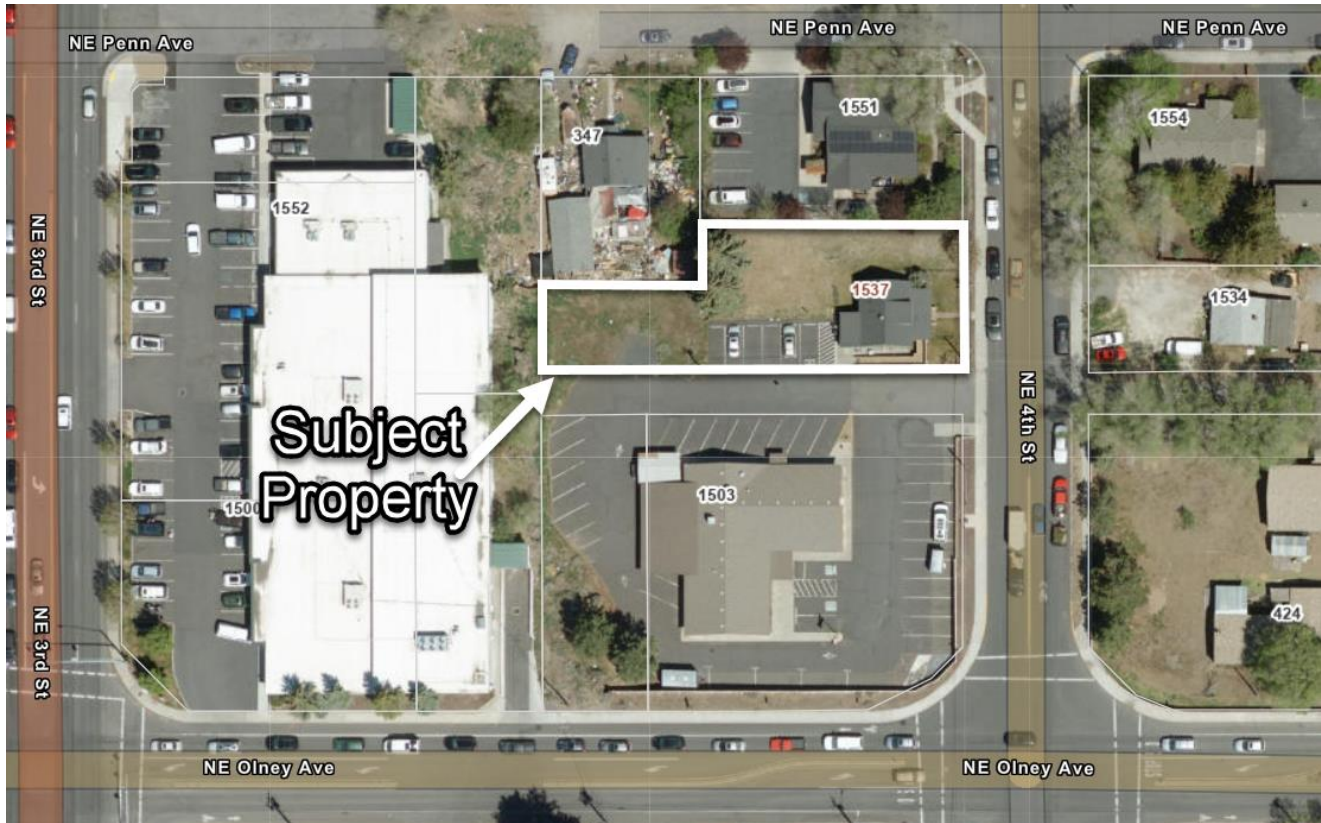
Chapter 4.1.1325 Modification of Approval

**Standards**

Chapter 2.7, Special Planned Districts, Refinement Plans, Area Plans, Master Plans (Bend Central District)

**Procedures**

Chapter 4.1; Development Review and Procedures



I, Cristopher Oliveira, certify that a copy of this notice was mailed to all property owners of record and to the addresses based on the City’s current addressing record, for properties within 250 feet of the subject site, as well as the representative for the Orchard District Neighborhood Association. A copy of the mailing list is attached to this notice under Documents and Images for the project in the [Online Permit Center Portal](#).

Cristopher Oliveira, Planning Technician: *Cris O*

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