



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

## NOTICE OF NEW APPLICATION(S)

The City of Bend received the following **Minimum Development Standards and Design Review** applications for an exterior remodel and new office use. 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 December 18, 2024.** Comments should be directed to the staff reviewer identified below and must include the project number.

**PROJECT NUMBER:** PLMDS20240612 (MDS)  
PLDR20240631 (Design Review)

**APPLICANT:** Gary A. Holbrook

**LOCATION:** 67 NW GREENWOOD AVE, BEND, OR 97703; 171232AD03800;  
LOT: PT.1, BLOCK: 25, BEND

**REQUEST:** Minimum Development Standards Review and Design Review for a change of use in the CB zone (Type II Administrative Review with Notice)

**STAFF REVIEWER:** Nicolas Lennartz, Associate Planner  
nlennartz@bendoregon.gov; (541) 330-4020

Comments must be directed toward the criteria that apply to this request and must reference the project number. Failure to raise an issue within this comment period and with sufficient specificity to afford the decision maker an opportunity to respond to the issue, may preclude 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 **11:59 PM December 18, 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/StatusReference?referenceNumber=PLMDS20240612>

<https://cityview.ci.bend.or.us/Portal/Planning/StatusReference?referenceNumber=PLDR20240631>

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.

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.

The applicable criteria are listed below and are available for review using the following link:  
<https://bend.municipal.codes/BDC> .

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

### **Bend Development Code (BDC)**

#### **BDC Criteria**

Chapter 4.2, Minimum Development Standards Review, Site Plan Review and Design Review  
Section 4.2.400 Minimum Development Standards Review

#### **BDC Standards**

Chapter 2.2, Commercial Zoning Districts  
Chapter 3.1, Lot, Parcel and Block Design, Access and Circulation  
Chapter 3.2, Landscaping, Street Trees, Fences and Walls  
Chapter 3.3, Vehicle Parking, Loading and Bicycle Parking  
Chapter 3.4, Public Improvement Standards  
Chapter 3.5, Other Design Standards  
Section 3.5.200 Outdoor Lighting Standards  
Chapter 4.7, Transportation Analysis

#### **BDC Procedures**

Chapter 4.1, Development Review and Procedures



I, Maggie St. Onge, 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 River West and Orchard Neighborhood Districts. A copy of the mailing list is attached to this notice under Documents and Images for the project in the **Online Permit Center Portal** [<https://cityview.ci.bend.or.us/portal/>]



Maggie St. Onge, PLANNING TECHNICIAN II



**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.