

# City of Pendleton Pre-Development Questions

Pre design agreements are not approvals of omissions, oversights, or permits by this office or of non-compliance with any applicable regulations of any state or federal law, rule, code or regulation or any local ordinance.



We advise all developers to consider hiring a professional architect or engineer. A developer is anyone that wants to build, remodel, alter, repair, or demo any type of structure. A professional architect or engineer adds additional review to your project and has experience with government reviewers.

The following items reflect standard questions that will help the City of Pendleton review your development prior to the Pre-Design Meeting. This sheet is for informational purposes only and is not a substitute for a pre-design meeting; no approval is expressed or implied. The City of Pendleton does not imply that all questions and concerns will be addressed in any given Pre-Design Meeting. The Meeting is an additional tool to help facilitate development and is in no manner a guarantee of a complete review.

If you would like to schedule a pre-design meeting to discuss a proposed development, project or use, please contact the Planning Aide at 541-966-0204. We will bring representatives from Planning, Building, Public Works, Engineering, Fire and others to discuss your proposal and help guide you through the development process.

<b>Who Are You? And Who Do You Represent?</b>		
Your Name/Company:		
Email Address:		
Phone No:		
Your Applicant:		
<b>What Do You Want To Do?</b>		
What is your project:		
<b>Confidentiality</b>		
Project to Remain Confidential:	Y	N
<b>Tell Us About Your Chosen Site</b>		
Address / Site Description:		
Length of Street frontage:		
Access into property:		
Square Footage of Lot:		
<b>Street Improvements</b>		
ROW/Street width:		
Street Paved or Gravel:		
Sidewalks and Gutters present:		
Landscaping Proposed:		
Driveway Paved or Gravel:		
<b>Utilities</b>		
Public Water Line Location:		
Public Sanitary Sewer Location:		
Public Storm Sewer Location:		

**See Page 2**

Fire Access / Hydrants				
Access to site and facilities	Public ROW and improved street			
	Private road	Easement	Other	None
Describe access				
Fire apparatus turnaround?				
New turnaround proposed?	Yes		No	
Distance to nearest hydrant				
Access to nearest hydrant				
Flow from nearest hydrant (volume / pressure)				
New hydrant required?	Yes		No	
<b>Comments</b>				

Building Department				
Existing Occupancy				
Proposed Occupancy				
Change of Occupancy?	Yes		No	
Type of construction				
Any roof extensions?				
Total square footage				
New building?	Yes		No	
Sprinklers System or Fire Alarms Proposed?				
Distance to property lines	N	S	E	W
Distance to nearest structure:	N	S	E	W
When do you want to start?				
<b>Comments</b>				

**You must return this Pre Design Questionnaire prior to the meeting or we will decline the meeting. This Questionnaire is our confirmation of your date and time. The City's process begins when the plans, applications, and fees are received. Permits are still required.**

**Notes: Temporary is less than one year on any given lot.**

\_\_\_\_\_  
Requesters Signature

This assessment is based on information provided at this meeting and is not a substitute for final plan review either through a Development Permit, Building Permit, or both. City staff is only able to evaluate a proposal based on the information we are given. Tell us what your ultimate goals are, not just "phase one." Incomplete or incorrect information may result in incomplete or incorrect feedback from staff.

Development is expensive. The issues listed in this informal review are some, but not necessarily all, of the issues that must be addressed either before or during the development process. Some of the issues identified may help you decide whether or not a given project (or location for that project) is appropriate. One possible location or building may at first appear workable but through this process certain unforeseen hazards may be identified.

Contact information:  
Planning Aide:

City of Pendleton  
Julie Chase

541-966-0204

[www.pendleton.or.us](http://www.pendleton.or.us)  
[julie.chase@ci.pendleton.or.us](mailto:julie.chase@ci.pendleton.or.us)

## City of Pendleton – Nuisance Ordinance Language Regarding Construction:

- (10) Construction or repairing of buildings. The erection, excavation, demolition, alteration or repair of a building, property or operation of a pile driver, steam shovel, pneumatic hammer, derrick, steam or electric hoist, or other appliance the use of which is attended by loud or unusual noise, other than between 7 a.m. and 6 p.m. Excepted are, cases of urgent necessity in the interest of public health and safety, and then only with a permit from the City. The permit may be granted for a period of three days or less while the emergency continues. The permit may be renewed for periods of three days or less while the emergency continues. If the City determines that public health and safety are not impaired by the erection, demolition, alteration, or repair of any building or the operation of an appliance described in this subsection between 6 p.m. and 7 a.m., and that loss or inconvenience would result to any party in interest, work between 6 p.m. and 7 a.m., upon application said permit may be granted.