

CITY OF BEND FIRE & RESCUE
POLICY, PROCEDURE, AND INSTRUCTION

Author:
DC Connolly
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Reviewed By:
Reviewed Date:
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SECTION: Administration

TITLE: Bend Fire & Rescue Public Access Guidelines

NUMBER: 1100-003

A. POLICY

- 1) It is the policy of Bend Fire & Rescue to establish clear public access guidelines for fire stations and surrounding area to ensure the safety of both the public and fire department personnel and minimize the risk of accidents or unauthorized access to hazardous areas. This policy follows the Code of Conduct for City Property, which addresses behaviors by persons on City property.
- 2) Fire stations in the County (East and Tumalo Stations) fall under Deschutes County Municipal Code, Chapter 11.04 "Public Use provisions and not subject to ADM 2023 Code of Conduct for City Property".

DEFINITIONS

- 3) "Public Areas" mean areas on City and County property that are generally open to members of the public and not designated as "restricted."
- 4) "Restricted Areas" mean areas on City and County property that are restricted because they are ingress/egress points for Bend Fire & Rescue apparatus and crew training activities, these areas could pose immediate danger to community members due to these activities.
- 5) "Camping" means if a person is using camp materials, such as tents, tarps, sleeping bags, blankets, or bedding for the purpose of occupancy, habitation, or sheltering for survival, in such a way as will facilitate sleeping or storage of personal belongings, cooking activities, or taking measures to keep protected from the elements.
- 6) "Standard Removal Procedures" means steps fire department employees should take to remove a person who is violating the Code of Conduct for City Property or in a restricted area.

B. PROCEDURE

- 1) Public Areas on City and County Fire Department Property
 - If someone is present in a non-restricted area on fire station property, they can remain there; there are no grounds to require them to leave.
 - If the individual engages in conduct that violates the Code of Conduct for City Property, they can be asked to leave the area using the Standard Removal Procedure. Conduct that violates the Rules of Code of Conduct for City Property includes:

CITY OF BEND FIRE DEPARTMENT
POLICY, PROCEDURE, AND INSTRUCTION

- ◆ Any criminal activity
- ◆ Defacing, damaging, or destroying City property
- ◆ Physically injuring another person
- ◆ Physically or verbally threatening another person
- ◆ Unreasonably disrupting or interfering with City operations
- ◆ Unreasonably disrupting or interfering with City customers or employees (this includes conduct that creates unreasonable noise)

2) Restricted Areas in City and County Fire Department Property

- Restricted areas of City and County property are designated by the posting of “Restricted Area: Authorized Personnel Only” signs.
- Restricted areas are not open to members of the public unless such person has authorization from a fire department employee. If a member of the public enters and remains in a restricted area, they are in violation of the Code of Conduct for City Property and are subject to the Standard Removal Procedure.

3) Camping in the City and County Fire Department Property

- Public area in the city.
 - ◆ Campers on public property can remain for 72 hours. After this timeframe, all associated materials must be removed. The 72 hours begins after the Transportation and Mobility department has posted a notice on the campsite.
- Restricted area in the city.
 - ◆ If an individual camps in a restricted area, the camp can be removed without extended notice using the Standard Removal Procedures.
- If camping occurs on County fire station property the City Camping Code does not apply, contact the Deschutes County Sheriff’s Office to request removal of the campsite under the County’s policy for removal of camps on public property.

C. INSTRUCTIONS

- 1) If a member of the public is in a restricted area or engaging in behavior that violates the Code of Conduct for City property, the individual can be asked to leave by using the Standard Removal Procedure.
- 2) The Standard Removal Procedure includes:
 - Fire & Rescue personnel can ask the individual to leave the area if they feel comfortable engaging with the individual.

CITY OF BEND FIRE DEPARTMENT
POLICY, PROCEDURE, AND INSTRUCTION

- If the individual refuses to leave the restricted area or is engaging in conduct that violates the Code of Conduct for City Property, there will be no further interaction between Fire & Rescue personnel and the individual.
 - BF&R personnel will call Bend PD and ask them to respond to the location to remove the individual.
- 3) If a person has set up a camp site in a public area on City property, the following procedure will be followed:
- Contact the Transportation and Mobility Department at 541-312-7971 or 541-317-3034. Transportation and Mobility Department will respond and address the camp in accordance with the City Camping Code.
 - Or request a response through [Bend Works](#). Bend Works is a phone app OR on the City of Bend website
 - ♦ [Bend Works | City of Bend](#)
 - ♦ Submit a service request
 - ♦ New Request
 - ♦ Location
 - ♦ Camping in Right-of –Way
 - ♦ Upload a photo and give a description
 - This information will be sent immediately to a code enforcement employee to respond to the location.
 - Transportation and Mobility department will post the 72- hour notice on the campsite for removal.
 - If the campsite is on County property, contact the Sheriff's office for removal of that individual.