

VALLEY BRANCH WATERSHED DISTRICT VARIANCE APPLICATION



Return application to:

John Hanson, VBWD Engineer

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Project Information			
Project Name			
Location (street address, if known; otherwise major intersection)			
City or Township			
Parcel Identification Number (if known)			
Section, Township, Range (if known)		Section:	Township:
Project Timeline Estimate		Start:	Complete:
Range:			
Project Contacts			
	Applicant	Authorized Agent	Owner (if different than applicant)
Name			
Company (if applicable)			
Address			
City, State, Zip			
Phone			
Email			

The Valley Branch Watershed District (VBWD) Board of Managers may grant variances from the VBWD Rules when the Managers find that due to unique physical conditions of the land or waters involved, extraordinary and unnecessary hardship may result from strict compliance. Such variances will not have the effect of nullifying the intent and purpose of the VBWD Rules, or the VBWD Plan. In considering the variance, the Managers shall consider the effect upon the entire VBWD and VBWD Plan.

This application for a variance shall be submitted to the Managers and shall document the exceptional conditions and peculiar difficulties claimed and resulting impacts from approval of the variance.

The Managers shall approve or deny the variance within 60 days of receipt of a complete variance application.

Signatures (Required):

	Applicant	Authorized Agent	Owner (if different than applicant)
Signature			
Date			

Variance Request Information	
1. Describe or state the variance request.	
2. State the applicable Valley Branch Watershed District Rule and describe the extraordinary or unnecessary hardship resulting to the current site condition or proposed project.	
3. Describe whether the proposed variance will affect any government services to the property.	
4. Describe whether the proposed variance will substantially change the character of or cause material adverse effect to the following: a. Water resources, b. Flood levels, c. Drainage, and d. Upstream and downstream water quality and quantity.	

5. Describe how the proposed variance will affect neighboring properties, and whether there will be any detriment to neighboring properties.
6. State options other than the proposed variance that have been considered by the applicant to complete the proposed project within the VBWD Rules.
7. State whether the landowner, the landowner's agent or representative, or a contractor created the need for the variance.
8. List other government entities or agencies that may have authority over the property for approvals or permits, and whether the applicant has contacted those agencies.
9. List the names and addresses of all owners of the property or other persons/entities who have a legal interest in the property.

10. If the proposed variance may affect neighboring properties, as provided in Number 5, please list the owner names and addresses of any potentially affected properties.

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11. Attach a map of the property showing its current condition and proposed variance/project