



## VARIANCE APPLICATION

**General –** When submitting an application, please use the following instructions as a checklist to ensure all required items are submitted. Adherence to these instructions and providing the requested information will help produce a quicker review time and reduce the amount of requested additional information. Unless otherwise noted, submit the application and supporting documentation through the GeoCivix link found at [faypwc.com/design-standards](http://faypwc.com/design-standards). **Failure to submit all required items will necessitate additional processing and review time and may result in return of the request.**

**If the requested variance is for deviation from NCDEQ requirements (15A NCAC 18C Rules Governing Water Supply Systems, the Minimum Design Criteria for Gravity Sewer, Minimum Design Criteria for Pump Stations/Force Mains, and/or 15A NCAC 02T), those requests cannot be approved by PWC. They must be submitted to PWC for review prior to making application to NCDEQ for review/approval. A copy of the NCDEQ approval of the variance must be provided to PWC.**

PROJECT NAME: \_\_\_\_\_

DATE: \_\_\_\_\_

**A. ☐ Included Cover Letter (Required for All Request Packages):**

- List all items included in the request package and a brief description of the requested variance.
- Provide a detailed description of the specific criteria for which the variance request is being submitted.
- Provide a detailed description why the project cannot comply with the applicable PWC requirement(s).
- Provide a detailed description of how the alternative design will not:
  - Increase PWC Operation and Maintenance (O&M) costs
  - Reduce the estimated useful life of the PWC asset
  - Create an increased potential for cross connection
  - Adversely impact water quality
  - Adversely impact PWC watershed
  - Increase odor, nuisance, or vermin
  - Create hardship for PWC customers

**B. ☐ Included Engineering Plans**

☐ N/A

- Submit one set of detailed plans that have been signed, sealed, and dated by a North Carolina licensed Professional Engineer pertinent to the variance request. Individual plan sheets related to the request may be submitted instead of complete plan sets.
- Plans shall represent a completed design and not be labeled with preliminary phases (e.g., FOR REVIEW ONLY, NOT FOR CONSTRUCTION, etc.) indicating they are anything other than final plans. However, the plans may be labeled with the phrase: FINAL DESIGN – NOT RELEASED FOR CONSTRUCTION.

**C. ☐ Included Specifications and/or Material Submittals (if proposed material has not been previously approved by PWC):**

- Submit specifications that have been signed, sealed, and dated by a North Carolina licensed Professional Engineer pertinent to the variance request. The submittal should indicate how the proposed specifications and/or proposed materials deviate from PWC standard specifications and/or details.
- Specifications shall represent a completed design and not be labeled with preliminary phases (e.g., FOR REVIEW ONLY, NOT FOR CONSTRUCTION, etc.) indicating they are anything other than final plans. However, the plans may be labeled with the phrase: FINAL DESIGN – NOT RELEASED FOR CONSTRUCTION.

**D. ☐ Included Engineering Calculations:**

☐ N/A

- Submit engineering calculations that have been signed, sealed, and dated by a North Carolina licensed Professional Engineer pertinent to the variance request.

**Applicant's Certification:**

I, \_\_\_\_\_ attest that this request for  
(Signature Authority's name & title)

PROJECT NAME: \_\_\_\_\_

has been reviewed by me and is accurate and complete to the best of my knowledge. I also understand that if all required parts of this request package are not completed and that if all required supporting information and attachments are not included, this request package will be returned to me as incomplete. **I understand that by certifying this variance request, I shall adhere to the requirements of the variance approval should it be approved, and all permit conditions should the permit be approved.**

**NOTE** – In accordance with General Statutes [143-215.6A](#) and [143-215.6B](#), any person who knowingly makes any false statement, representation, or certification in any request package shall be guilty of a Class 2 misdemeanor, which may include a fine not to exceed \$10,000 as well as civil penalties up to \$25,000 per violation.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Professional Engineer's Certification:**

I, \_\_\_\_\_ attest that this request for  
(Professional Engineer's name)

PROJECT NAME: \_\_\_\_\_

has been reviewed by me and is accurate, complete, and consistent with the information supplied in the plans, specifications, engineering calculations, and all other supporting documentation to the best of my knowledge. **I further attest that to the best of my knowledge the proposed design will provide a system that complies with PWC variance requirements set forth in the City of Fayetteville Code of Ordinances Chapter 28 Section 28-294d.** I further attest this has been prepared in accordance with this request package and its instructions, as well as all applicable regulations and statutes. Although other professionals may have developed certain portions of this submittal package, inclusion of these materials under my signature and seal signifies that I have reviewed this material and have judged it to be consistent with the proposed design.

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North Carolina Professional Engineer's seal, signature, and date:

