



Department of Public Works • Water & Wastewater Services

**WATER & WASTEWATER ENGINEERING DIVISION**

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**GUIDELINE FOR REQUESTING APPROVAL OF VARIANCE  
FROM TECHNICAL STANDARDS**

Date: September 25, 2008

Date Last Issued: None

Date First Issued: None

file: Guideline for Approval of Variance from Standards

This document approved by the Broward County Water & Wastewater Services Technical Standards Committee.

A handwritten signature in blue ink, appearing to read "S. Uhrick".

Steven W. Uhrick, P.E., September 24, 2008

Only the Water and Wastewater Services Technical Standards Committee can approve a variance from Water and Wastewater Services Technical Standards.

Requests for approval of a variance will comply with these guidelines.

Only requests from the engineer of record will be considered. Requests must be made in writing under the letterhead of the requestor and include:

1. Requestor's name, telephone number, postal address and email address; and
2. The WWS project name and number.

More than one variance request may be included in the same letter. For each variance request:

1. Describe the nature of the variance and the location on the project where the need for the variance occurs.
2. If variance approval is requested before the facility is constructed, describe why the variance is required.
3. If variance approval is requested after the facility was constructed, describe why the standard was not followed, and what other alternatives were considered.

Each letter must be accompanied by a check made out to "Broward County Water and Wastewater Services" in the amount described in the most recent Water and Wastewater Services Rate Resolution.