

# City of Havre de Grace Department of Public Works

711 Pennington Avenue • Havre de Grace, MD 21078 Phone: 410-939-1800 ext. 1130 • Fax: 410-939-7527

# Winter Weather Variance Request Standard Stormwater Management Plan for Single Lot Residential Construction Environmental Site Design (ESD) Practices (Letter of Intent)

Building Permit # SWM Standard Plan #				ATE:	
OWNER/PURCHASER INFO	RMATION				
Last Name	First Name	MI	Phone	Email	
Present Address (No. & Street)			City/Town	State	Zip Code
BUILDER/APPLICANT INFO	RMATION				
Company Name	Authorized Ap	plicant's Nam	ne Phone	 Em	aail
Company Address (No. & Street)		C	ity/Town	State	Zip Code
PROJECT INFORMATION					
Project Address (No. 8	Street)	City/1	「own	State	Zip Code
Tax MapLiber	Folio		Parcel	Lot	
PURPOSE					

#### PURPUSE

- 1. The requirements for stormwater found in the Havre de Grace City Code Chapter 169 and the Code of Maryland Regulations (COMAR) are met if construction is completed in accordance with the Standard Stormwater Management Plan for Single Lot Residential Construction approved by City of Havre de Grace.
- 2. The Standard Plan requires that the construction be completed prior to issuance of a Certificate of Occupancy.
- 3. The construction of the stormwater practices has not yet been completed because, due to winter weather conditions, it is not practicable to complete grading and to establish ground cover at this time but the Owner wishes to obtain a Certificate of Occupancy for the property.
- 4. The Owner wishes to post a bond to secure completion of the Standard Plan work.

#### **APPLICABILITY**

- 1. This variance is only applicable due to prolonged inclement weather conditions during the period from October 1 through April 1.
- 2. The Department of Public Works has determined that the installation of stormwater management practices are not practical at this time and that construction cannot be reasonably achieved until Spring.

## **REQUIREMENTS**

 A Winter Weather Variance Request shall be submitted to the Department of Public Works signed by both the builder/applicant and the Owner/Purchaser along with an estimate of the cost to secure completion of the work required under the approved Standard Plan. The estimate shall be based on the standard City bid prices plus a 25% contingency.

- 2. The owner shall post a cash performance bond (certified check or cashier's check) in the amount of the estimate and shall ensure that all interim temporary stabilization measures noted below are completed.
- 3. The city shall upon receiving the bond described above and verification of interim stabilization measures shall issue a Temporary Certificate of Occupancy for the property.

#### INTERIM CONDITIONS/TEMPORARY STABILIZATION MEASURES

- 1. The site must be rough graded to the satisfaction of the Department of Public Works. Rough grade shall be maintained by the Builder/Applicant and Owner/Purchaser in a condition acceptable to the Department. Standing water conditions must be avoided during this rough graded condition so as to promote the earliest possible availability of the site final grading during more moderate weather.
- 2. Straw mulch must be placed on all disturbance areas of the site at the rate of 2 tons/acre. The straw mulch must be secured with; a liquid binder (tackifier), wood cellulose fiber, netting, or a mulch anchoring tool drawn behind a tractor. The mulch layer must be maintained throughout the entire time of temporary stabilization. If mulch is removed by wind or water runoff it must be maintained throughout the entire time of stabilization. If mulch is removed by wind or water runoff it must be immediately reapplied.
- 3. Silt fence and all other erosion and sediment control best management practices must remain in place and maintained in good working order until permanent stabilization is achieved. The Sediment/Stormwater Inspector reserves the right to require installation and/or re-installation of silt fence at the time of temporary stabilization. Soil erosion matting may be specified by the Inspector in areas of concentrated flow or steep slopes, etc.

Interim Conditions Field Verified:		
	Sediment/Stormwater Inspector	Date

#### **CONDITIONS**

- 1. All work required under the Standard Plan shall be completed by no later than May 16.
- 2. In the event that the work required under this Variance Request not completed within the time specified, Owner/Purchaser and Builder/Applicant acknowledges and agrees that the City shall have the right to enter upon the property as necessary to complete all such work and to retain so much of the cash performance bond as is required to pay all costs, including the costs of labor, materials, and administration (including for enforcement and for construction) required to complete work under this Variance Request. Within 60 days after completion of all work required under this Variance Request, the City shall return any unused portion of cash performance bond.
- 3. In the event the cash performance bond is insufficient to cover all work (including costs of administration) under this Variance Request, Owner shall be liable to pay any deficiency to the City. The City shall invoice Owner for any such deficiency within 30 days after completion of work and Owner shall pay the invoice within 30 days after receipt. In an invoice for deficiency is not timely paid, the City shall have the right to revoke the Temporary Certificate of Occupancy for the property and/or pursue enforcement action for violation of Havre de Grace City Code Chapter 169.
- 4. The parties agree that this variance Request touches and concerns the property and shall be binding upon the parties, their successors, heirs and assigns.
- 5. This Variance Request represents the entire agreement between parties and may be modified only by a writing signed by both parties.

## **CERTIFICATION**

Monetary Guarantee Required (approved by DPW): \$\_

The Owner/Purchaser and Builder/Applicant accept responsibility for constructing the stormwater management ESD practices by their signatures hereon, certify that permanent stabilization will be completed by May 16 (unless extended in writing by the Department of Public Works), and will be completed to the Department of Public Works' satisfaction. The Department of Public Works will inspect the site from time to time and on or after May 16, 2016 to confirm compliance with the stabilization and standard plan requirements.

Agreed:		Date:
	Owner/Purchaser (Print Name and Sign)	
Agreed:		Date:
	Builder/Applicant (Print Name and Sign)	
Agreed:		Date:
	Timothy F. Whittie, P.E. Director of Public Works	