



**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 # \_\_\_\_\_ DATE: \_\_\_\_\_

**OWNER/PURCHASER INFORMATION**

_____	_____	_____	_____	_____
<b>Last Name</b>	<b>First Name</b>	<b>MI</b>	<b>Phone</b>	<b>Email</b>
_____			_____	_____
<b>Present Address (No. &amp; Street)</b>			<b>City/Town</b>	<b>State</b> <b>Zip Code</b>

**BUILDER/APPLICANT INFORMATION**

_____	_____	_____	_____
<b>Company Name</b>	<b>Authorized Applicant's Name</b>	<b>Phone</b>	<b>Email</b>
_____		_____	_____
<b>Company Address (No. &amp; Street)</b>		<b>City/Town</b>	<b>State</b> <b>Zip Code</b>

**PROJECT INFORMATION**

_____	_____	_____	_____
<b>Project Address (No. &amp; Street)</b>	<b>City/Town</b>	<b>State</b>	<b>Zip Code</b>

Tax Map \_\_\_\_\_ Liber \_\_\_\_\_ Folio \_\_\_\_\_ Parcel \_\_\_\_\_ Lot \_\_\_\_\_

**PURPOSE**

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**

1. 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.

