



**RHODE ISLAND DEPARTMENT OF ENVIRONMENTAL MANAGEMENT**

Onsite Wastewater Treatment Systems Program  
Office of Water Resources  
235 Promenade Street, Providence, RI 02908-5767  
[www.dem.ri.gov/septic](http://www.dem.ri.gov/septic)



**VARIANCE REQUEST FORM**

**A. Project Purpose** (Check one):  **New Building Construction**  **Alteration with increase in flow**  
**OWTS Rule 6.18.F.1(a) or (b)**

**B. Applicant Information**

Applicant Name

Tel. No.

Mailing Address

City or Town

State

Zip

Site Location (Street)

Site City/Town

Plat Lot

**C. Fee**

Variance Request Fee is **in addition to** OWTS construction permit application fee  
 \$300.00 - Residential or commercial system

Check made payable to RI General Treasurer

Mail complete package to:

Rhode Island Dept. of Environmental Management  
Onsite Wastewater Treatment Systems Program  
Office of Water Resources, Room 260  
235 Promenade Street  
Providence, RI 02908-5767

**D. Submittal Requirements**

- Attach complete application for OWTS Construction Permit, including plans and specifications, for the Onsite Wastewater Treatment System (OWTS) which does not fully comply with the Rules Establishing Minimum Standards Relating to Location, Design, Construction and Maintenance of Onsite Wastewater Treatment Systems (OWTS Rules).
- List here all attachments or supplemental documents (other than Construction Permit application) to this application:

3.  Specify below, each variance (reference rule and subsection) requested and describe the deviation from the standards as contained in the OWTS Rules in numerical and/or descriptive terms as appropriate. Attach separate sheet or include in report if needed.
4.  Describe the basis for requesting each variance and why the variance cannot be avoided.
5.  Attach report that includes a comprehensive analysis that addresses each of the impact criteria contained in OWTS Rule 6.51.C and include any compensatory mitigation (OWTS Rule 6.51.D) that may be proposed or intrinsic to the conditions of the site and/or the design.
6.  Is a cumulative impact assessment pursuant to OWTS Rule 6.51.E required and attached?  Yes  No
7.  Does the proposed system involve an upgrade or expansion to an existing OWTS that will provide improved protection of public health and the environment?  Yes  No If yes, submit documentation supporting such claim.
8.  If the variance requested is associated with an OWTS Application for New Building Construction provide a suitable plan showing the location of all roads, property parcels, easements and rights-of way within 200 feet of any component of the OWTS. Include a listing containing the names and mailing addresses of the building official, public water supply entity (as applicable per Rule 6.51.F), and all property owners and plat/lot identifiers within 200 feet of any component of the OWTS.
- NOTE:** *If the variance requested is associated with an OWTS Application for Alteration to a Structure with a proposed increase in flow a formal variance review is required. However, per OWTS Rule 6.51.F.2.a the application is exempt from the requirement to provide public notice and abutter information is not required.*
9.  Does this request contain any variance or condition listed in OWTS Rule 6.52.B.2.e that will result in this application being denied by rule?  Yes  No If yes, state variance(s) here:

## E. Certifications

### 1. Designers Certification:

As the designer, I hereby certify that I have prepared this application in accordance with the OWTS Rules and that the information provided on this application and accompanying documents is true and accurate to the best of my knowledge and belief, and further, that I recommend that the variance(s) be granted.

Name \_\_\_\_\_ OWTS License Number \_\_\_\_\_

Signature \_\_\_\_\_ Date Certified \_\_\_\_\_

### 2. Applicant's Certification:

As property owner(s), I hereby certify that I have reviewed this application submission, am requesting the above noted variances, and understand that processing of a variance request may be a lengthy process and that the application is subject to denial pursuant to OWTS Rule 6.52.B.2.

Owner(s) Signature \_\_\_\_\_ Date Certified \_\_\_\_\_