



METROPOLITAN STORMWATER MANAGEMENT COMMISSION  
DEVELOPMENT SERVICES  
800 PRESIDENT RONALD REAGAN WAY  
PO BOX 196300  
NASHVILLE, TENNESSEE 37219-6300  
APPLICATION TO APPEAR BEFORE STORM WATER MANAGEMENT COMMISSION

APPLICANT INFORMATION

APPLICANT/OWNER OR AGENT OF OWNER:

VARIANCE /

\_\_\_\_\_

APPEAL NO. \_\_\_\_\_

REPRESENTED BY

MAP NO. \_\_\_\_\_

NAME \_\_\_\_\_

PARCEL NO. \_\_\_\_\_

PHONE/EMAIL \_\_\_\_\_

COUNCIL DISTRICT \_\_\_\_

DEVELOPMENT INFORMATION

ENGINEER \_\_\_\_\_

PROPERTY ADDRESS

DEVELOPER \_\_\_\_\_

\_\_\_\_\_

PROPERTY OWNER \_\_\_\_\_

\_\_\_\_\_

PLEASE SELECT ONE OF THE FOLLOWING:

- 1. VARIANCE REQUEST - The applicant requests a variance from the requirements of the Stormwater Regulations. Please state the regulation and the requested variance from:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Applicant would show that the variance request is justified for the following reasons (check all that apply):

- The variance is the minimum necessary, considering the flood hazard, to afford relief; and in the instance of a historical building, the variance is the minimum necessary so as not to destroy the historic character and design of the building.

Provide Explanation: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



The variance request meets the following conditions: (i) a showing of good and sufficient cause, (ii) a determination that failure to grant the variance would result in exceptional hardship, and (iii) a determination that the granting of a variance will not result in increased flood heights, additional threats to public safety or extraordinary public expense; create nuisance; cause fraud on or victimization of the public; or conflict with existing local laws or ordinances.

Provide Explanation: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

For Variance Request – Please return this completed application along with the additional materials in the Variance Checklist on MWS’ Stormwater website

2. APPEAL - The applicant hereby appeals an adverse decision of the Director of the Metropolitan Department of Water and Sewerage Services (MWS) and /or Director of Codes Administration. Please describe the adverse decision and justification for the appeal:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

For Appeal Only – Please return this completed application along with the filing fee made payable to Metro Water Services.

All specifications, plans and other supporting documents heretofore filed with the Director of MWS and/or the Director of Codes Administration are incorporated herein by reference and made a part of this application.

\_\_\_\_\_  
Signature of Property Owner

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
City State Zip Code

\_\_\_\_\_  
Phone No. Email Address

Stormwater Management Commission (SWMC) Variance Checklist		Variance Request Type				
<p>Incomplete Application Submittals Or Complete Applications Submitted After The Noon Deadline Will Not Be Processed.</p> <p>Checkboxes Indicate Required Submittal Items Associated With Each Variance Type.</p> <p>Staff Feedback And Suggestions Do Not Preclude The Potential That Any Commissioner May Have Additional Questions Or Request Additional Information</p>		Water Quality / Water Quantity Provisions	Minimum Finished Floor Elevation	Uncompensated Fill in the Floodplain	Disturbance of the Buffer Area	* Preliminary SWM Plan Submittal
1	Pre-Application meeting. It is the Applicant's responsibility to schedule a meeting with the SWMC Coordinator at logan.bowman@nashville.gov.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	Pre-Application meeting notes.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	Copy of Application Form and Variance Checklist.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	A \$900.00 Payment for Filing Fee. Check shall be made payable to: Metro Water Services and should be provided after a variance case number is created. 10% technology fee also applies.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	Public Notice Sign(s) posted on subject property. Signs to be printed and posted by the applicant - 1 per 300' of road frontage. Sign information given after a variance number is created.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	Neighbor Notification: Stamped, stuffed with written notice, and sealed envelopes addressed to all neighbors located within 1000' of subject property. Addresses can be found at <a href="https://maps.nashville.gov/CreateMailingList/">https://maps.nashville.gov/CreateMailingList/</a> Please enter parcel ID(s) and 1000'. Written notice provided after a variance case number is created.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8	One Alternative Site Plan <u>which does not require a variance</u> or a written explanation of why an Alternative Site Plan is not possible.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
9	One copy of the Metro topographic map for the project area. Scale: 1" = 200' with project location and North arrow prominently marked on map.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10	The Flood Insurance Rate Map (FIRM) for the project area with the project location and North arrow prominently marked on map, the flood profile with the river mile location marked on map, and the flood elevation data.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11	Photographs.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12	A completed Elevation Certificate for the structure, stamped & signed by a Land Surveyor or Engineer registered in the State of Tennessee.		<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
13	Amount of uncompensated fill in the floodplain requested. Include quantity (cubic yards) within the "Variance Request" section on Page 1 of the Application Form. If any uncompensated fill is requested, the applicant shall provide cross-sections with cut and fill calculations.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14	Site Plan: for Minimum Finished Floor Elevation / Floodproofing Requests. Stamped and signed by a Land Surveyor or Engineer registered in Tennessee.		<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
15	Grading and Drainage Plan: Stamped and signed by an Engineer registered in Tennessee.	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16	Highlight areas of buffer disturbance on all sheets, Grading Plan and Mitigation Plan.				<input type="checkbox"/>	<input type="checkbox"/>
17	Mitigation Plan: For all variance requests (other than Buffer Disturbance-related or those including a written explanation why mitigation is not possible), the Mitigation Plan should clearly delineate what is mitigation versus what is required. (FOR BUFFER DISTURBANCE VARIANCE REQUESTS, ITEM 19 REQUIRED.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
18	Mitigation Plan: For all buffer disturbance requests. Stamped and signed by a Registered Landscape Architect. Mitigation Plan should clearly delineate what is mitigation versus what is required.				<input type="checkbox"/>	<input type="checkbox"/>
19	Copies of all required State and Federal permits (or copies of permit applications if not yet issued), including NOI / NOC, ARAP, SWPPP, USACE Section 404, TDEC sinkhole, etc. If no permits are required, then ensure this is clearly noted within the application submittal.			<input type="checkbox"/>	<input type="checkbox"/>	
<p><b>For Preliminary Application Only:</b> The Property Owner must sign below. "I acknowledge that substantial compliance with the conditions of approval of a Preliminary SWM plan does not guarantee approval of a final variance request."</p> <p>Property Owner Signature: _____</p>						

\*Pre-Application meeting with MWS-Development Services and NPDES Staff is required prior to submittal to allow the Staff to review plans, mitigation, and variance requests and to provide feedback / suggestions. This will allow the Applicant time to address the comments. Before a meeting can be scheduled, the Applicant must submit an electronic submittal of the grading and mitigation plans to the SWMC Coordinator at logan.bowman@nashville.gov