

Form **A-VR**

Variance Request

Date		VR Number
Project Name		
Project Owner		
Project Address	Number and Street	
	City	
Project Architect		
Architect's Firm		

Official Use:

Via Email Via Funding Application

Received

- Approved**
- Approved w/Conditions**
See Comments

- Not Approved
- Not Reviewed
- Withdrawn

Processed By:

Date:

Approved By:

Printed Name:

Date:

Comments: Comment Series Ref.

X

Owner's Signature (Required)

X

Architect's Signature (Required)

1 Identify the OHCS Loan Officer or other OHCS staff that is most familiar with this project (if applicable):

2 Has an A-VR been submitted previously on this project?

3 Identify the Primary Type of Variance Being Requested:

4 If this request involves Visitability, identify the Primary Reason(s) for the Variance Request:

Visitability Variances Only (OAR 813-310-065)
(Check all items that apply)

- Site Topography
- Conflict with Community Design Standards
- Undue Cost or Constraints
- Conflicting Funding Requirements

5 Identify the OHCS Standard or Project Requirement this Variance Request is addressing and if applicable, provide the PDM reference number:

Brief Description or Subject Heading:	PDM Reference No:
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Continued on page 2 of 2

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A-VR Form

6 Indicate which parts of the project this Variance Request applies to i.e. which dwelling units or other indoor/outdoor spaces are affected. State “All” if the variance request applies to the entire project:

7 Variance Request Rational Detail:

5a) All Variance Requests Must Address the Following:
State the Reason and/or Rational for the Variance Request. Provide information that supports how the project cannot reasonably meet the subject Standard or Requirement. If possible, describe how the project is improved or not diminished by the proposed request. If applicable, describe any proposed alternate approaches that improve upon, compensate for, or mitigate the effect of the proposed Variance on the project. Attach drawings and/or other supporting documents and append additional narrative sheets to this form to support the Variance Request as needed.

5b) Additional Requirements for Visitability Variance Requests:
Within the context of providing the narrative support required by 5a above, Visitability Variance Requests must address the following:

1. An explanation or rationale for each Primary Reason that has been checked in item 2 of this form must be provided.
2. If “Conflict with Community Standards” has been given as a Primary Reason in item 2 of this form, the Rational for this item must address why it is unreasonable to assume that the local regulatory authority that administers the Community Standard in question would not exempt the project from that Standard in order to allow it to meet OHCS Visitability requirements.

8 Appendices to this Variance Request:
(Check one of the boxes below to indicate whether or not additional sheets/documentation has been appended to this form.)

No other documents or sheets are included with this form.
 Other documents and/or sheets have been appended to this form.

IMPORTANT: The signatures of the Project Owner and the Project Architect on page 1 of this form signify that the Owner’s Team has thoroughly examined the proposed Variance in context with the other Standards and Requirements that have a bearing on the subject project and have determined that the proposed Variance, if approved, does not conflict with any such Standard or Requirement. OHCS approval of Variance Requests is subject to the Project Owner accepting full responsibility for their team making this determination. Variance Request approvals are project specific and do not establish precedent; similar requests made on future projects may be viewed differently by the Department and may not be approved.

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