



State of Oregon
Department of
Environmental
Quality

Variance Application from Oregon Administrative Rules Regulating Onsite Wastewater Treatment Systems

Western and Northwest Regions:

Oregon Department of Environmental Quality
Onsite Program
165 East Seventh Ave, Ste 100
Eugene, Oregon 97401

Eastern Region:

Oregon Department of Environmental Quality
Onsite Program
475 NE Bellevue Dr, Ste 110
Bend, OR 97701

Please complete this application form and submit it with the fee and required attachments to one of the addresses above. The fees can be found in the current rule tables on DEQ's website here:

<https://ordeq.org/variancefees>

Please note: Variance approval is not guaranteed, and fees are non-refundable. Learn more about the variance process at <https://ordeq.org/septicvariance>

Owner Information - Please Print:

Owner Name(s) (Last, First) _____

Mailing Address _____

City, State, Zip _____

Phone _____ Email _____

Property Information:

County _____

Township, Range, Section, Tax Lot _____

Lot and Block Number _____ Subdivision Name _____

Provide the Following Attachments:

1. A locator map showing accurate directions to the property. List the property's street address if the street address is known.
2. **Two copies** of the parcel's legal description (metes and bounds, warranty deed, sales contract or approved subdivision plat). Include copies of the protective covenants, deed restrictions and easements applicable to the property.
3. **Two copies** of the assessor's tax lot map showing the property or a surveyor's plat map.
4. **Two copies** of a land use compatibility statement from the appropriate land use authority that your proposed land use is compatible with the Land Conservation and Development Commission's acknowledged comprehensive plan or statewide planning goals.
5. **One copy** of the DEQ (or county agent) site evaluation report, field notes, and other correspondence relating to past evaluations for septic system development.

6. **Two copies** of a narrative description for your variance proposal, including system construction specifications and the step-by-step procedures you propose to follow when installing the system. You must clearly describe how your proposal will overcome the limitations cited by DEQ or the county in the original denial.
7. **Two copies** of a plot plan drawn with the location and dimensions of all components of the proposed system. Use a defined scale that is not smaller than one-inch equals 30 feet. Also, be sure to include the replacement absorption facility in the plot plan drawing. Indicate separation distances between disposal trenches, springs, water courses, agricultural drainage tile, ditches, drainage ways, water lines, buildings, roads, embankments, and other identifying features, which help demonstrate parcel-to-drainfield relationships. Locate all wells within 200 feet of the proposed system and the replacement system.
8. The names and mailing addresses of all adjacent property owners and other known interested persons, for hearing notice.
9. The variance officer will request additional items be provided, if found necessary for the variance. The application will be deemed incomplete until the requested items are provided.

A minimum of two test pits must be provided within the specific area where the variance system is proposed, and should be approximately two feet wide, four feet long, and excavated to either bedrock or to a depth of five feet. Similar pits must be provided in the area of the repair system. The variance officer may require the proposed drainfield and the future replacement drainfield to be staked out.

Hardship Variances:

Hardship variances may be considered in cases of extreme and unusual hardship. The following factors may be considered: advanced age or bad health of applicant, need of applicant to care for aged, incapacitated or disabled relative, and the hardship variance will have relative, insignificant environmental impact. Documentation of hardship must be provided.

MARK THIS BOX FOR HARDSHIP CONSIDERATION

By my (our) signature(s), I (we) request DEQ act on this application and hereby grant permission to enter onto the above-described property. I (we) also acknowledge that I (we) have read the Variance Process Fact Sheet found here: <https://ordeq.org/septicvariance>

Date Owner Signature

Date Owner Signature

NOTE: All owners must sign this application form. If there are more than two owners, have them sign additional duplicate applications and include them with submittal.

* Pursuant to ORS 454.662, the applicant is not required to submit the application fee if, at the time of filing the application, the applicant is 65 years of age or older, is a resident of the State of Oregon, and has an annual household income, as defined in ORS 310.630, of \$15,000 or less. Appropriate documentation must be submitted with the application.