



DEVIATION REQUEST HANDOUT

**Physical Address:**

Auburn City Hall Annex, 2nd Floor
1 E Main St

Mailing Address:

25 W Main St
Auburn, WA 98001

Phone and Email:

253-931-3090
permitcenter@auburnwa.gov

Apply Online: www.MyBuildingPermit.com

Select: Auburn → Land Use → New →
Deviations, Modifications, Variances or
Waivers → Deviation

BACKGROUND

The current City of Auburn Design Standards, Surface Water Management Manual, and Engineering Construction Standards should be used when designing a development project within the City of Auburn. In special cases, City standards may not best address a particular engineering application. In these instances, a design deviation from the City's standards may be requested from the City Engineer. All such requests shall include applicable engineering justification for the deviation. **Deviation requests and supporting justification must be signed and sealed by a licensed professional civil engineer.**

It is recommended that prior to submitting an application for a deviation you consult with a Development Review Engineer to discuss your proposal. Please contact the City of Auburn Permit Center at (253) 931-3020 and ask to speak to a Development Review Engineer or e-mail development@auburnwa.gov for more information.

INSTRUCTIONS

A complete application will require a Deviation Request Letter attachment. The letter should include a reference to the applicable section of the Design Standards, Engineering Construction Standards, or Surface Water Management Manual, with the citation including the year the applicable standard was published.

The letter will also require detailed supporting justification for the design element deviation proposal for each of the following criteria outlined in Section 1.04 of the City of Auburn Design Standards:

- A. Functional intent
- B. Safety factors
- C. Operational concerns
- D. Maintenance concerns
- E. Liability concerns
- F. Capabilities and/or efficiencies
- G. The design life, historical performance, and durability
- H. The aesthetic and visual impacts
- I. The cost effectiveness and availability of any replacement components or materials
- J. Consistency with the spirit and purpose of the corresponding City design standard
- K. Demonstration that the environment will not be adversely affected
- L. Supported by published industry standards
- M. The effect on buildable lands within the City of Auburn.

The letter should include any maps, photos, drawings, or exhibits as necessary to support the above justification and be sealed by a licensed professional civil engineer.

If a deviation to more than one standard is being requested, each deviation should be numbered, listed, and justified by the above criteria separately. Each deviation request requires a separate application and has a review fee per the current City of Auburn Fee Schedule.

DECISIONS

In accordance with 1.04 of the City of Auburn Design Standards, the City Engineer will evaluate the deviation request and notify the applicant of the decision within fifteen (15) working days of the receipt of a complete deviation request.

SURFACE WATER MANAGEMENT MANUAL DEVIATIONS

Note that any request for deviation of any of the Minimum Requirements of the Surface Water Management Manual will be reviewed through a different process than the above. These requests are required to be submitted and reviewed in accordance with ACC 13.48.226 and will require a public notice period. Please reference ACC 13.48.226 and Section 1.04.2 of the City of Auburn Design Standards for more information about this process.