

Use Letterhead of Applicant or Representative

**** date of this request****

Michael C. Wright
Acting Chief Engineer
Central Valley Flood Protection Board
3310 El Camino Avenue, Suite170
Sacramento, CA 95821

Subject: Time Variance Request for **Permit No. XXXXX**

Dear Mr. Wright:

APPLICANT is completing construction of... *******

******* Briefly describe the project and the scope of work that will be performed during the two week time variance request being made. Requests are typically limited to a two week work window to allow for staff review of extended weather and river forecasts. Be sure to include an action plan that details how quickly material and equipment can be removed from the floodway. If needed additional variance requests can be made every two weeks. Submit additional requests to CVFPB Permitting Section staff by e-mail 10 days prior to the next two week work window *******

Representative/contractor, on behalf of the APPLICANT, is requesting a time variance to Special Condition **xx** to continue construction activities until **date (two weeks max)**. This is our **first, second, third, etc.** time variance request for this project and **APPLICANT / Representative-Contractor** anticipates repeating this time variance request every two weeks until **XXX**, or as long as the weather will allow.

Special Condition **xx** for Permit No. **xxxxx** states the following:

“XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX.”

APPLICANT understands and will comply with the following:

- All other conditions in Permit No. **xxxxx** shall remain in effect.
- **APPLICANT** will be responsible for any and all damages to the levees, floodway, and adjacent properties resulting from granting this variance.
- **APPLICANT / Representative-Contractor** will continuously monitor storm patterns, rainfall, and stream flows to ensure the integrity of the federal flood protection facilities. If weather forecasts indicate stormy weather is expected during the approved time extension request, **APPLICANT / Representative-Contractor** will stop the project, remove all supplies and equipment from the adopted plan of flood control, and prepare the work site for the expected stormy weather.

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- **APPLICANT** understands this letter of approval does not exempt the **APPLICANT** from obtaining authorization from any federal, State, or local agencies that may have jurisdiction; or to satisfy any California Environmental Quality Act (CEQA) requirements that may be required.

Representative/Contractor, on behalf of the APPLICANT, requests Central Valley Flood Protection Board approval for a time variance to Special Condition **xx** of Permit **xxxxx** to extend the construction season from **(fill in the beginning and ending date of the request)** for the work described above. If this request is acceptable, please indicate your approval below and return a copy to **APPLICANT**. You may contact me at **(XXX) XXX-XXXX**, if you have any questions regarding this request.

Sincerely,

***** Signature required*****

**APPLICANT /
Representative/Contractor
Title/Position**

The requested variance to extend the construction time of Permit Number **xxxxx** from **(fill in beginning and ending dates of the request)** is hereby approved.

Approved by: _____
Michael C. Wright, Acting Chief Engineer
Central Valley Flood Protection Board

Date: _____