EST 1808
CITY OF
DELAWARE
OHIO

INFRASTRUCTURE DESIGN MANUAL

APPENDIX B
DESIGN EXCEPTION REQUEST FORM

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EST 1808
CITY OF
DELAWARE
OHIO

Public Works Department
DESIGN EXCEPTION REQUEST

Project: _____ **Date Submitted:** _____

A. Design Stage

☐ Conceptual Plan ☐ Preliminary Plan ☐ Final (Construction Drawings)

B. Describe in detail the exception being requested with references to the current design guide/code. If requesting more than one exception, please number each exception.

C. Provide justification for each exception requested above.

By sealing below, I acknowledge that I have provided justification above for each exception requested:

Submitted By:

_____
Design Engineer (please type or print)

_____ _____
Signature Date

Engineer Seal:

Approval Conditions:

Approval By:

Reviewing Engineer	Date
Deputy City Engineer	Date
Approving Director	Date

Notice: This design exemption request is valid for 24 months from the date of the Approving Director signature. Final engineering plan approval and signed mylar shall be completed within this timeframe