



## TOWN OF BLUFFTON STORMWATER WAIVER APPLICATION PROCESS NARRATIVE

The following Process Narrative is intended to provide Applicants with an understanding of the respective application process, procedures and Unified Development Ordinance (UDO) requirements for obtaining application approval in the Town of Bluffton. While intended to explain the process, it is not intended to repeal, eliminate or otherwise limit any requirements, regulations or provisions of the Town of Bluffton's Unified Development Ordinance. Compliance with these procedures will minimize delays and assure expeditious application review.

<b>Step 1. Stormwater Waiver Application</b>	<b>Applicant &amp; Staff</b>
Prior to the filing of a Stormwater Waiver, the applicant should consider consulting with the UDO Administrator for comments and advice on the appropriate application process and the required procedures, specifications, and applicable standards required by the UDO.	
<b>Step 2. Review by UDO Administrator</b>	<b>Staff</b>
If the UDO Administrator determines that the Stormwater Waiver Application is complete, it shall be forwarded to the Watershed Management Division (WMD) for review to ensure compliance with the criteria and provisions of the UDO, and the WMD will forward a recommendation of approval or denial of the Application to the UDO Administrator.	
<b>Step 3. Issue Final Decision</b>	<b>Staff</b>
The UDO Administrator will issue a decision of approval or denial within 15 working days of receiving the Application. If the Applicant does not agree with the Final Decision, the Applicant can escalate the request for a modification of the minimum stormwater management requirements to the Board of Zoning Appeals by submitting an application for a Variance per Section 3.7 of the UDO.	