MEMORANDUM

DATE:       June 29, 2021

TO:         County Health Department Directors/Administrators

ATTN:       Environmental Health and Engineering Directors

THROUGH:    Kendra F. Goff, PhD, DABT, CPM, CEHP, State Toxicologist & Chief
            Bureau of Environmental Health

FROM:       Eberhard Roeder, PhD, PE, CPM, Environmental Administrator
            Onsite Sewage Programs

SUBJECT:    2021 OSTDS Variance Mailing Address Change

INFORMATION ONLY

Effective Immediately: Please forward to all staff in your office, working in the Onsite Sewage Program.

The address of the Onsite Sewage Program Office is changing due to the transfer of the program from the Department of Health (DOH) to the Department of Environmental Protection (DEP), effective July 1, 2021. Below is the updated variance mailing address for mailing variance packages to the Onsite Sewage Program at DEP. In case you have already mailed out variance packets to the old address, the Bureau of Environmental Health at DOH will notify DEP programmatic staff they have received a variance package, so it can be retrieved and forwarded.

The mailing address is the same for normal mailing and overnight mail delivery:

Department of Environmental Protection
Division of Water Resource Management
Onsite Sewage Program
C/O Ed Williams-Variance
Mail Station 3596
2600 Blair Stone Road
Tallahassee, Florida 32399

Below is a list of the remaining dates for meetings of the Variance Review and Advisory Committee for Onsite Sewage Treatment and Disposal Systems from July 1, through December 2, 2021. The virtual links will be provided via the Onsite Sewage Program website, as soon as they are available and advertised in the Florida Administrative Register by DEP.

Eight copies of a complete variance application package must be received in the Onsite Sewage Program office no later than the 15th of the month for the application to be included on the agenda for the following month's meeting. If the 15th falls on a legal holiday or weekend, applications will be accepted until the close of business the next day following the holiday or weekend.
Information submitted should be comprehensive, clear and concise since the variance committee members have no knowledge of the situation involved in the variance request, beyond what is contained in the application. Incomplete applications will be returned, tabled or denied. Instructions for completing and assembling a variance application package are printed on the back of the variance application form. Until the form DH4057, 08/2009, is updated, please ensure applications are mailed to the address provided above. Additionally, please ensure any forms provided to an applicant include the instructions and updated mailing address.

Variance Review and Advisory Committee
Onsite Sewage Treatment and Disposal Systems
Meetings for 2021 after Program Transfer to DEP

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Event Details</th>
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<tbody>
<tr>
<td>Thursday, July 1, 2021</td>
<td>9:00 A.M.</td>
<td>Virtual Meeting using GoToWebinar®</td>
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<td>Register at: <a href="https://attendee.gotowebinar.com/rt/8873957548482940427">https://attendee.gotowebinar.com/rt/8873957548482940427</a></td>
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<td>After registering, participants will receive a</td>
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<td>confirmation email, with a link individual to them,</td>
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<td>to use to joining the webinar.</td>
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<tr>
<td>Thursday, September 2, 2021</td>
<td>9:00 A.M.</td>
<td>To Be Announced (TBA). Meeting will be virtual.</td>
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<tr>
<td>Thursday, November 4, 2021</td>
<td>9:00 A.M.</td>
<td>To Be Announced (TBA). Meeting will be virtual.</td>
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If you have any questions, please contact Ed Williams at Ed.P.Williams@FloridaDEP.gov or 850-245-7674.

cc: Variance Committee Members