



# Minimum Design and Construction Requirements Waiver Request Form

All developments must comply with the Minimum Design and Construction Requirements (MDCR). Virginia Housing recognizes it may not always be possible to meet every requirement. Therefore, waiver requests will be considered on a case-by-case basis.

To request a waiver, please submit this document and necessary supporting documentation via email to [waiver@virginiahousing.com](mailto:waiver@virginiahousing.com) AND carbon copy (cc) your Virginia Housing Construction Control Officer, Development Officer and/or Tax Credit Allocation Officer.

## Property Information (Required)

Development Name: \_\_\_\_\_

Street: \_\_\_\_\_

City: \_\_\_\_\_

## Requester Information (Required)

Name: \_\_\_\_\_

Email: \_\_\_\_\_

## General Information (Required)

Request Date: \_\_\_\_\_ VH Property ID Number: \_\_\_\_\_

Request Number: \_\_\_\_\_ VH DEV Deal Number: (If VH financed) \_\_\_\_\_

MDCR Year: \_\_\_\_\_ VH Tax Credit Number: (If deal has LIHTC allocation) \_\_\_\_\_

## General Information (If Available)

Development Officer: \_\_\_\_\_

Tax Credit Allocation Officer: \_\_\_\_\_

Construction Control Officer: \_\_\_\_\_

## Waiver Request Information (Required)

**Identify Requirement** \*Please state the requirement (word for word) and identify it as a new construction or rehabilitation requirement.

**Request Explanation** \*Please explain why this waiver request should be considered.

\*Please attach any supporting documentation and submit it to Virginia Housing. Submittal of this form to Virginia Housing does not guarantee exemption from requirements. The MDCR Committee will review waiver requests, and a response will be emailed to the requester.