



CITY OF CONWAY, AR

PERMIT TO INSTALL OR MODIFY DRIVEWAY IN STREET R.O.W.



Name: _____ E-mail or Fax: _____

Address: _____ Phone #: _____

Hereby requests a permit to install or modify a driveway within the City of Conway right of way at the following location
(INCLUDE SITE PLAN SHOWING DRIVEWAY LOCATION):

STREET ADDRESS _____ LOT # AND SUBDIV. NAME _____

DRIVEWAY (NEW OR MODIFICATION) _____ | CULVERT (YES or NO) _____ | REPLACEMENT (YES OR NO) _____

New driveways within the City of Conway right of way shall be constructed in accordance with the City of Conway Standard Detail DW-1, DW-2 or DW-3 unless otherwise approved by the City Engineer.

In locations where an existing ditch is to be spanned, a culvert shall be installed in accordance with the requirements outlined in Conway City Ordinance A-584. Culvert material shall be Reinforced Concrete Pipe, Class III Asphalt Coated Corrugated Metal Pipe (Polymer Coated Corrugated Metal is an acceptable substitute), or Dual wall HDPE corrugated plastic. **Plain galvanized corrugated metal pipe is NOT allowed.**

The culvert shall be installed at the proper grade and on a slope that will allow for positive drainage with no ponding of water in the culvert or in the ditch upstream and downstream of the culvert. Shaping and grading of the ditch upstream and downstream of the culvert may be required to properly install the culvert.

The permittee acknowledges that if the driveway or culvert is not installed in accordance with **City of Conway Ordinance A-304** it will be removed by city forces and this permit revoked. Any project commencing before receiving approval from the City of Conway or in violation of Ordinance A-304 shall be subject to a fine of \$25 per day for each offense and work stopped until approved.

This permit application submitted _____ by _____
(Date) (Signed by party requesting permit)

Section below to be completed by City Engineer

Permit # _____ is hereby issued for a NEW or MODIFIED (circle one) driveway with a _____" (diameter).
culvert at the above location to be installed in accordance with the above specifications and Conway City Ordinance A-584.

Authorized by _____ on _____
(Signature of City Engineer) (Date)

SPECIAL CONDITIONS: _____

Conway Transportation Department | 800 S Harkrider | Conway, Arkansas 72032

Cell 501-501-428-4741 | Office 501-450-6165

Email | russell.deckard@conwayarkansas.gov