



BENTON COUNTY. ARKANSAS
PERMIT TO CONSTRUCT A DRIVEWAY OR ROAD
CONNECTION ALONG A COUNTY ROAD

Name: _____ Permit# _____

Property Owner or Contractor (circle one)

Address: _____ City: _____ State: _____

Phone: _____ Parcel: _____ - _____ - _____

Applicants Signature: _____ Date: _____

****All driveway cuts must be clearly marked with either stakes or paint prior to initial Road Dept. Site Visit.****

Initials	Permit Procedures	Date
	Submit application and plans to the Road Department.	
	Road Department conducts site visit, bids job and submits total bid price of job to Applicant within five (5) business days. Bid Price of Job: \$ _____	
	Driveway Permit required? YES <input type="checkbox"/> NO <input type="checkbox"/> Road Department notifies Building Division to advise if driveway permit is required.	
	Building Division issues driveway permit and collects \$50.00 permit fee when issuing building permit.	
	If applicable, the applicant shall furnish drainage culverts of appropriate type and size as determined by the County Road Department within five (5) days of being requested. The driveway installation shall be completed within thirty (30) days of permit being issued.	
	If applicant chooses to have the County perform the work, additional payment for the work will be invoiced after completion. If applicant chooses to have a private contractor do the work, all work shall be done in accordance with County specifications and completed within 30 days of permit being issued. Name of Contractor: _____	
	The Road Department shall conduct an inspection within five (5) days of job completion. Should said inspection fail, the applicant shall have ten (10) days to correct stated deficiencies.	
	The Road Department will notify the Building Division that the job has been completed so that the file can be closed.	

In compliance with Benton County, Arkansas, Ordinance #O-2004-11 Section 58-37, the above stated company/individual does hereby make application to construct private driveways or other accesses connecting to a County Road. All steps are required to be followed in the order in which they are established. Failure to comply with this agreement will result in a fine not exceeding \$500.00 or double such sum for each repetition thereof. If the violation is in its nature, continuous in respect to time, the penalty for allowing the continuance thereof is a fine not to exceed \$250.00 for each day that the same is unlawfully continued. *In the event of a necessary road closing, the applicant must contact the Road Superintendent, CENCOM, and any affected schools running busses in the area. Applicants MUST contact one call at 1-800-482-8998 for the marking of Underground Utility Lines BEFORE starting work.*

Accepted By: _____	Date: _____
Road Department Signature: _____	
County will perform work: YES <input type="checkbox"/> NO <input type="checkbox"/>	

1. Plan shall be a schematic showing how the driveway or road shall connect to the County road. If a road connection, the plan shall be an original site plan detail.