

**DRIVEWAY APPROVAL**

Ordinance No. 90-014 (Driveway Ordinance) states that the construction of all driveways must be approved by the Street Superintendent.

At the time a driveway is formed and before any material is placed, you must notify Scott Manchester, Assistant Street Superintendent, at least 24 hours before placing material. At the time of notification, the Street Superintendent will inspect said driveway as soon as possible.

Please have this form for the Street Superintendent to sign at the time of inspection.

DATE: \_\_\_\_\_

Owner/Contractor: \_\_\_\_\_ Phone \_\_\_\_\_

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

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Scott Manchester  
Assistant Street Superintendent  
(870) 425-4708

Date Approved: \_\_\_\_\_