

**Arkansas Department of Transportation  
Regular /ArDOT Utility Permit Application**

Part 1 – To Be Completed by Utility Owner

Date \_\_\_\_\_

Name \_\_\_\_\_ Telephone \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Location of Work: County \_\_\_\_\_ Route \_\_\_\_\_ Section \_\_\_\_\_

Location Details: \_\_\_\_\_

Type and Description of Facilities: Telephone \_\_\_\_\_ Gas \_\_\_\_\_ Water \_\_\_\_\_ Sewer \_\_\_\_\_ Power \_\_\_\_\_ Television \_\_\_\_\_

Aerial \_\_\_\_\_ Buried \_\_\_\_\_ Parallel \_\_\_\_\_ Crossing \_\_\_\_\_ Size \_\_\_\_\_ Length \_\_\_\_\_ Working Pressure \_\_\_\_\_ Design Pressure \_\_\_\_\_

Description of Work \_\_\_\_\_

By my application for a Regular/ArDOT Utility Permit it is understood that I agree to the following:

1. That all work performed under this permit will conform to the Utility Accommodation Policy and to the satisfaction of the District Engineer.
2. That all work will be performed in a neat and workmanlike manner, using materials acceptable to the District Engineer of the Arkansas Department of Transportation, and that the right of way will be cleaned up and left in a presentable condition upon completion of the described work.
3. That the Permittee will fully protect the traveling public by use of traffic control devices, as required by the Manual on Uniform Traffic Control Devices, during all phases of construction.
4. That the Permittee will hold harmless and indemnify the Arkansas Department Transportation, its officers and employees from all damages, expenses, claims or liability arising out of any alleged damages of any nature to any person or property, due to construction, performance or non- performance of work.
5. The Permittee will undertake measures to prevent tracking mud from the work area onto the highway.
6. All areas of disturbed soil must be repaired in accordance with the most recent edition of the Standard Specifications for Highway Construction.
7. That the Owner, by request of such permit, acknowledges their responsibility/ability to adjust these facilities for future highway improvements, if so required, at no cost to the Department.

Applicant's Signature \_\_\_\_\_ Title \_\_\_\_\_

Applicant's e-mail Address \_\_\_\_\_

Provide your e-mail address if you wish to receive your permit by e-mail.

All utility facilities must be installed and/or adjusted in accordance with the State's Utility Accommodation Policy. Listed below is a summary of the minimum information needed on plans for Regular / ArDOT Utility Permits.

1. Permits will be issued only to the permanent utility owner, who shall be considered solely responsible for the operation and maintenance of the facility.
2. Plans of proposed installation or work do not have to be scaled drawings; but must show the following:
  - Owner's name, north arrow, highway centerline, pavement edge, right of way line and scale if used.
  - The distance at intervals showing variation in proposed location of the facility from the right of way line, centerline, and edge of pavement, particularly where the right of way width changes.
  - Length of installation or work area parallel to the roadway with minimum depths shown. The location must be referenced to highway stationing, road or street intersection, highway bridge or other fixed reference point.
3. Profile of proposed highway crossing must show the following:
  - Centerline of the roadway, width of pavement, right of way lines, and general profile of the roadside ditches.
  - Depth of facility below the ditch line/storm drain and centerline of the roadway.
  - Details and features of the proposed installation including casing, conduit, ducts, manholes, vents, markers and pedestals as applicable. When casings, conduits or ducts do not extend the full width of the right of way, the distances out from each side of the centerline must be shown. The location of manholes, vents, markers and pedestals must be shown by a distance out from the centerline and right of way line.
  - Plans must show how the crossing will be installed. All boring must be by the dry bore method. Open cutting the roadway will only be allowed with the approval of the District Engineer.
  - Minimum clearances over the roadway and pole locations must be shown for aerial crossings.
4. When high pressure pipe lines are involved, the plans must provide information necessary to comply with the D.O.T. pipeline safety standards, including class location, operating pressure, design pressure, wall thickness of pipe, pipe grade and yield strengths.
5. Any nonmetallic material buried on the highway right of way, either parallel to or crossing the roadway, shall have an approved identification wrap of detectable tape or wire so it can be located by metal detector or other locating devices.
6. When bridge attachments are requested, detailed drawings of the method of attachment must be furnished.
7. Two sets of plans, not to exceed 11"x17", are required with all applications submitted to the District Engineer. Applications and plans may be submitted electronically.
8. The applicant to whom a permit is issued shall, whenever the same is required by law, secure the written order or consent of the Arkansas Plant Board, Arkansas Game and Fish Commission, Arkansas Department of Environmental Quality, or any other public board having jurisdiction and any permit issued shall be suspended in operation unless and until such order or consent is obtained.