



P.O. Box 505
Monticello, AR 71655
Phone: 870-367-4402

Road Bore Permit Application
Ordinance 858
Permit Fee \$500.00

DATE OF APPLICATION _____ PERMIT NO. _____ PAID _____ RECEIPT # _____

Applicant _____ Phone Number _____

Address _____

Contractor _____ Phone Number _____

Address _____

Location of Work _____

Description of Work _____

Desired Start Date _____

It is understood and agreed to that any installation or work covered by any permit issued as a result of this application is subject to state and or city rules and regulation by the City of Monticello. I fully understand the attached Road Bore Policy and Procedures and agree to apply.

Name _____ Title _____

Signature _____ Date _____

Required Documentation

____ General Liability Coverage

____ Commercial Automobile Coverage and Worker's Compensation Insurance

____ Plans, specifications and descriptions of work to be performed

Issued by _____ Date _____

Approval Signature _____ Date _____

Comments _____

The City of Monticello's Director of Public Works must be notified and present on site upon completion and cleanup of the permitted site for final inspection. Please call permitting at (870) 367-4402 to set up an inspection time. Business hours are 7:30 am to 4:30 pm, Monday through Friday. No inspections will take place outside of business hours. After Hours Emergency Number is (870) 367-3411.

Final Inspection:

Signature _____ Date _____

Road Bore Policy and Procedures

1. No work shall take place until the application process is completed and approval has been granted by the City of Monticello's Director of Public Works. At least fifteen (15) days' notice is required for all plans to be reviewed, prior to the commencement of work. The total permit cost is \$500.00.
2. Prior to the issuance of a permit, the applicant shall produce evidence of the following insurance coverage: general liability coverage with minimum limits of \$1,000,000 per occurrence and \$2,000,000 in the aggregate; commercial automobile coverage with limits of not less than \$500,000; and worker's compensation insurance.
3. The contractor is required to call for all utility locates from Arkansas One-Call at 8-1-1 or 1-800-482-8998 prior to the commencement of work and allow for all utilities to be located and marked.
4. The City of Monticello's Director of Public Works may order removal and/or replacement of any work and or materials found to be in noncompliance with the permit.
5. The City of Monticello's Director of Public Works may order the permittee to suspend work on any job whenever he shall deem such suspension to be necessary to ensure good work or when the public interest otherwise requires such suspension.
6. The City of Monticello's Director of Public Works is authorized to give all notices and instructions with reference to the work either to the permit agent on the permit or to any person in charge of the permitted job.
7. Once the job has been completed, the permitted shall remove all rubbish, waste and excess materials from the construction area and restore the area to its previous condition or as approved in the permit or by the property owner.
8. All improvements shall comply with applicable laws and regulations.
9. The City of Monticello's Director of Public works must be notified when the job has been completed so that a final inspection can be performed. Please call (870) 367-4402 during business hours to set up an inspection time. Business hours are 7:30 am to 4:30 pm, Monday through Friday. No inspections will take place outside of business hours. If there is an emergency and it is after business hours, please call the Monticello Police Dispatch at (870) 367-3411.
10. The minimum depth for a street bore is thirty six inches (36") depending on the size of the utility. All cuts of city streets or pavement, deformed or damaged by boring shall be repaired within applicable and reasonable standards and approved by the Director of Public Works.
11. During the final inspection, if the Director of Public Works determines that the work and or material at the site is found to be in noncompliance, they will notify the applicant in writing of any remedial actions required. If the applicant fails to correct noncompliant work within 30 days of notice from Director of Public Works, the Director of Public Works shall have noncompliant work repaired at the applicants expense and shall pursue penalties in accordance with the requirements of Ordinance 858.
12. The party making the bore shall be responsible for the cost of any repairs if damage should occur during the boring process

Name _____ Company Name _____

Signature _____ Date _____

Contact Phone Number _____