



DEPT. OF COMMUNITY DEVELOPMENT  
 PLANNING DIVISION  
 301 W. CHESTNUT  
 PHONE: (479) 621-1186  
 FAX: (479) 986-6896

## REDUCTION SURVEY STANDARDS

**Surveys must feature the following:**

- Information required per Arkansas Standards of Practice No. 1.
- Graphic depiction (with bearings and distances) of the area to be reduced.
- Textual depiction of the linear distance to be reduced.
- If a reduction only involves specific encroachments, the reduction area must only include the specific encroachments.

**Required signatures:**

<i>Setback and easement reduction:</i>	<i>Setback reduction only:</i>	<i>*Easement reduction only:</i>
Property owner (with notarization) Secretary, Board of Adjustment Community Development Director Mayor City Clerk RWU Electric provider Gas provider CATV provider Phone/Internet provider	Property owner (with notarization) Secretary, Board of Adjustment Community Development Director	Property owner (with notarization) Community Development Director Mayor City Clerk RWU Electric provider Gas provider CATV provider Phone/Internet provider

\*Easement reductions do not require a variance, but shall be submitted for review by Community Development and RWU and require approval from all appropriate utilities. Submittals for easement reductions shall follow the standards and details stated above.

**Utility Contact Information:**

<b>Provider</b>	<b>Contact</b>	<b>Phone #</b>	<b>Email</b>
Rogers Water Utilities	Stephen Ponder	(479) 621-1156	stephenponder@rwu.org
Carroll Electric	Derek Thurman	(479) 273-2421 *2690	dthurman@carrollecc.com
AEP SWEPCO	Mark Beasley	(479) 986-1004 / (479) 721-8573	mkbeasley@aep.com
Black Hills Energy	Brandon Stubbs	(479) 333-7020 / (479) 225-3726	brandon.stubbs@blackhillscorp.com
CATV (Cox)	Jason Combs	(479) 263-7057	jason.combs@cox.com
Phone (AT&T)	Anthony Williams	(479) 442-3173	aw9156@att.com