

## **TITLE 9**

### **STREETS AND SIDEWALKS**

#### **Chapters:**

- 9.04 Streets, Alleys, Gutters or Ditches
- 9.08 Excavations and Alterations
- 9.12 Construction Standards
- 9.16 Street Numbering
- 9.20 Master Street Plan
- 9.24 Public Works Department

#### **CHAPTER 9.04**

### **STREETS, ALLEYS, GUTTERS OR DITCHES**

#### **Sections:**

- 9.04.01 Streets and alleys
- 9.04.02 Gutters or ditches

9.04.01 Streets and alleys It shall be the duty of every owner or occupant of any lot or premises in this city along which any street or alley runs, to keep said street or alley from the middle line thereof to the side next to him, free from all manner and kind of filth, garbage, trash, debris or decaying animal and vegetable substance of every kind.

9.04.02 Gutters or ditches No person shall allow any dirt, filth or obstruction of any kind to accumulate in the gutter or ditch in front of his premises, and all owners or occupants of property are required to keep the gutter or ditch in front of their premises clean, open and free from trash and weeds, and all obstructions to the easy and rapid flow of water.

## CHAPTER 9.08

### EXCAVATIONS AND ALTERATIONS

#### Sections:

9.08.01	Permit
9.08.02	Fee
9.08.03	Safety standards
9.08.04	Clean up
9.08.05	Inspection
9.08.06	Fill
9.08.07	Emergency
9.08.08	Security
9.08.09	Prompt repair
9.08.10	Fine

9.08.01 Permit No person, firm, corporation, public utility, private utility, contractor, or any other person, public agency, or quasi-public agency, shall bore, excavate under, cut into, operate any excavation equipment of any kind into, upon, or under the surface of any street, alley, sidewalk, gutter, public highway, public road, or lawn, or any other hard surfaced realty within the city limits of Heber Springs, wherein title to said realty, or an easement over said realty lies in the city of Heber Springs, Arkansas, for any purpose whatsoever, without first obtaining a permit therefore from the city of Heber Springs, City Clerk/Treasurer. (Ord. No. 381, Sec. 1)

9.08.02 Fee That the fee for said permit shall be Seventy-Five Dollars (\$75.00) per cut, to be paid at the time of acquiring said permit, provided, however, Fifty Dollars (\$50.00) will be remitted and refunded upon accepted completion of the repair work as stated herein. (Ord. No. 381, Sec. 2)

9.08.03 Safety standards All work performed under said permit shall meet all safety standards as are now or may hereafter be prescribed by the city of Heber Springs, Arkansas; and that person, firm, corporation, utility, or otherwise so undertaking such work shall protect the safety of the public by erection of barricades, signs, and during the hours of darkness, shall provide yellow flashing lights visible within two hundred (200) feet from all avenues of pedestrian or vehicular approach. (Ord. No. 381, Sec. 3)

9.08.04 Clean up That person, firm, corporation, utility, or otherwise so performing said work, shall carry off all material excavated from the working area in and around such public way within seven (7) weather working days from completion of such excavation. (Ord. No. 381, Sec. 4)

9.08.05 Inspection No material excavated from a public way will be replaced back into such excavation prior to inspection and approval by a representative of the Heber Springs City Street Department. (Ord. No. 381, Sec. 5)

9.08.06 Fill Upon approval of the Street Department of such excavation, as provided in Section 9.08.05 above, the person, firm, corporation, or otherwise, shall fill the excavated area with wet compacted sand or wet compacted crushed dust, replace the surface, whether concrete, blacktop, gravel, composite, or grass to its original condition; and the City Street Department shall inspect all work performed to insure compliance with this section. (Ord. No. 381, Sec. 6)

9.08.07 Emergency That in the event that there is an emergency such as a leak in a public utility line, the person, firm, corporation, or otherwise charged with repair of the same shall so contact the City Clerk/Treasurer, and pay the permit fee as soon as practicable and follow the provisions of this ordinance as set out herein. In no event shall any fill be placed into an excavation of the public way until all excavated material has been taken from the area and the excavation approved by a representative of the City Street Department. (Ord. No. 381, Sec. 7)

9.08.08 Security Before any permit shall be granted by the Heber Springs City Clerk/Treasurer under the provision of this ordinance to any person, firm or corporations, such person, firm or corporation shall post security to the city of Heber Springs for the performance of its obligations to properly repair any damage done to the public ways in an amount equal to one hundred and fifty percent (150%) of the estimated cost of repair of such anticipated damage as determined by representative of the City Street Department. Said security shall be in the form of cash bond or marketable securities. It is expressly provided herein that the Heber Springs City Street Department, the Heber Springs City Water Department, and the Heber Springs City Sewer Department shall be exempted from the requirements of this ordinance. (Ord. No. 381, Sec. 8)

9.08.09 Prompt repair Upon the completion of such project as shall result in damage to the public ways, such person, firm or corporation as shall cause damage to the public ways shall promptly repair the same in accordance with the provisions of this ordinance and under such conditions as representative of the Heber Springs City Street Department may impose, within fourteen (14) weather working days as such completion. Upon failure to completely, properly, or promptly repair such damage the Heber Springs City Street Department may in its discretion based upon an inspection of the premises, repair such damage and charge the cost of repairing the same against the security posted by such person, firm or corporation. Should such cost of repairing said damage be in excess of the amount posted as security by such contractor, the city of Heber Springs by and through its City Attorney shall bring a civil action against such responsible parties for such deficiencies. (Ord. No. 381, Sec. 9)

9.08.10 Fine Failure to obtain said permit, pay the fees outlined in the above sections, or failure to post security as required herein by this ordinance, and violation of any of the provisions herein is declared to be a misdemeanor and any person, firm, corporation, utility, or otherwise found guilty shall be fined not more than One Hundred Dollars (\$100.00); each day during which a violation continues shall constitute a separate offense. (Ord. No. 381, Sec. 10)



**CHAPTER 9.12****CONSTRUCTION STANDARDS**Sections:

9.12.01	Monuments
9.12.02	Grading
9.12.03	Curbs and gutters
9.12.04	Preparation of the subgrade
9.12.05	Roadway base
9.12.06	Prime coat application
9.12.07	Hot mix
9.12.08	Street construction work inspection and approval
9.12.09	Installation of utilities
9.12.10	Backfilling utility ditches
9.12.11	Repair of street cuts
9.12.12	Trees and shrubs
9.12.13	Street name signs
9.12.14	Penalties
9.12.15	Approval
9.12.16	Waiver of construction standards

9.12.01 Monuments

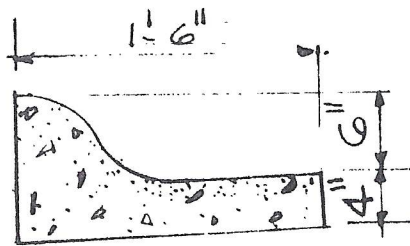
- A. Concrete monuments four (4) inches in diameter or square two (2) feet long, with a flat top shall be set at all street corners at all points where the street lines intersect the exterior boundaries of the subdivision at angle points in boundaries of subdivisions and at angle points of curve in each street. The top of the monuments shall have an indented cross to identify properly the location and shall be set flush with the finished grade.
- B. All other lot corners shall be marked with iron pipe or steel rod not less than one-half (½) inches in diameter and twenty-four (24) inches long and drive so as to be flush with the finished grade. (Ord. No. 425, Sec. 1)

9.12.02 Grading

- A. All streets and roads shall be graded to their full width by the subdividers where necessary so that the area between the outer edge of the drainage ditch and the right-of-way line will be suitable for mowing by adjacent home owners and the pavements be constructed on the same level plane. Due to special topographical conditions, deviation from the above will be allowed only with prior approval of the Planning Commission.
- B. Streets with potential heavy traffic which require a wider paved area shall be approved by the Planning Commission before work is started.



- C. Preparation Before grading is started the entire right-of-way area shall be first cleared of all stumps, roots, brush, trees, and other objectional materials.
- D. Attached as exhibit (A) is a drawing of a street showing the width, the space between right-of-way line and drainage ditch, the drainage ditch, the space between the drainage ditch and the edge of the pavement, the pavement and its width.
- E. Cuts All tree stumps, soft and unstable materials and other obstructions shall be removed to the bottom of the subgrade. Shale rock, and sand, when encountered, shall be scarified to the subgrade.
- F. Fill All suitable material from roadway cuts may be used in the construction of fills, approaches, or other places as needed. Excess materials, including organic materials, soft clays, etc. shall be spread in layers not to exceed twelve (12) inches loose and compacted by a sheep's foot roller. If a sheep's foot roller is not used the fill shall be spread in layers not exceeding two (2) inches. The filling of utility trenches and other places not accessible to a roller shall be mechanically tamped, but where water is used to assist compaction, the water content shall not exceed the optimum of moisture.
- G. Storm Drainage No section of street over three hundred (300) feet in length shall be permitted without storm drainage. An adequate drainage system, including necessary open ditches, pipes, culverts, intersectional drains, drop inlets, bridges, etc., shall be provided for the proper drainage of all surface water. Ditches shall not be deeper than necessary to drain the road. No ditch slopes shall be steeper than 2:1 except in stable rock. Minimum grades for streets shall be .5%. Intersections shall be graded so that no water will be left standing. Cross drains shall be provided to accommodate all natural water flow and shall be of sufficient length to permit full width roadway and the required slopes. The size openings to be provided shall be determined by the Building Inspector, but in no case shall the pipe be less than ten (10) inches. Cross drains shall be built on straight line and grade, and shall be laid on a firm base but not on rock.
- H. In designing a drainage system the subdivider shall be guided by the following standards:
1. All streets shall be provided with an adequate storm drainage system consisting of side ditches and culverts as determined by the Planning Commission.
  2. Street drainage should serve as the primary drainage system and it should be designed to carry at least the street, adjacent land, and building storm water drainage. In order to insure the maintenance of a properly designed and installed drainage system, the following shall be considered:



# ROLL TYPE CURB & GUTTER

NO SCALE

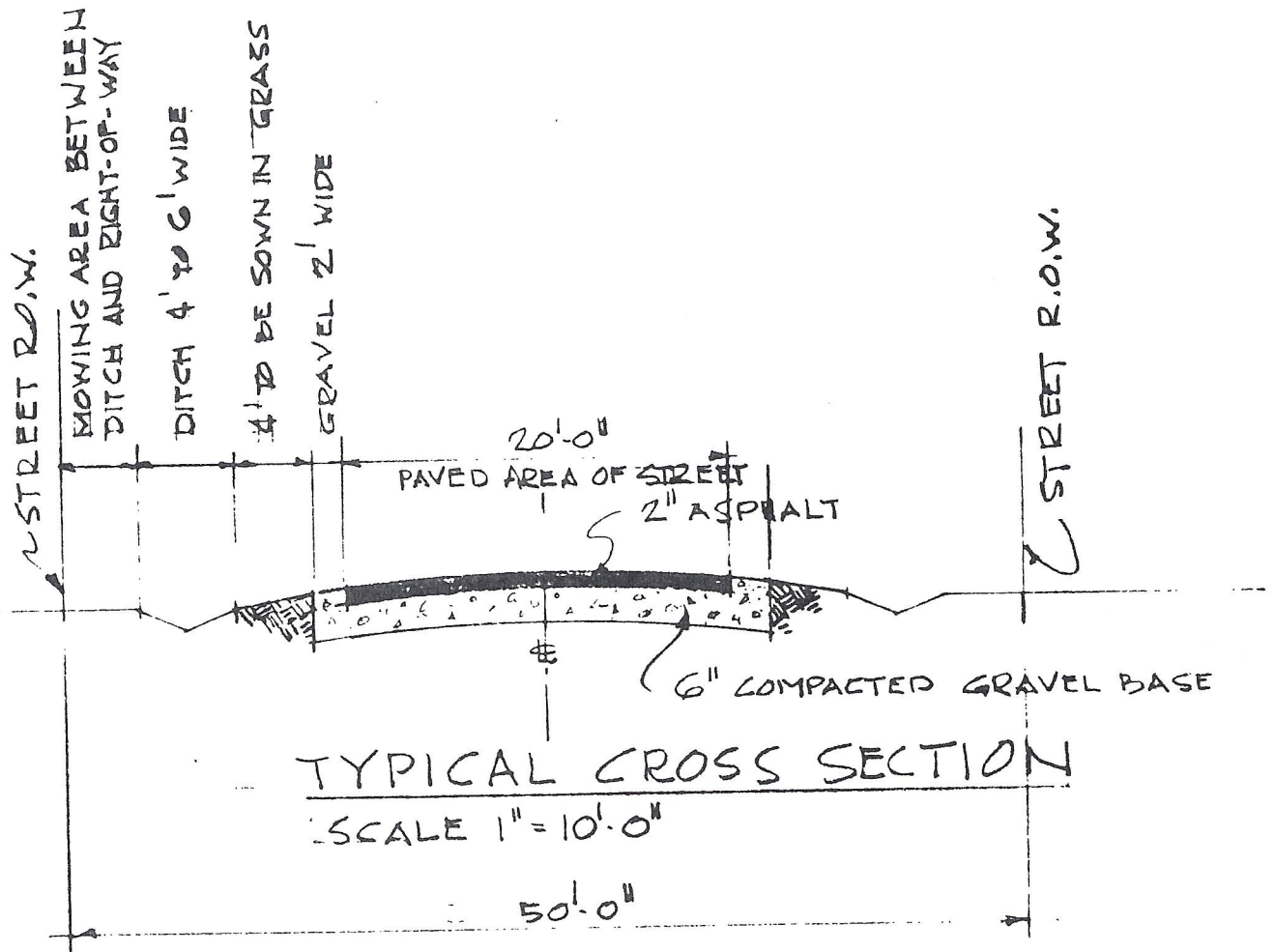
1/2" PRE MOULDED JOINT FILLER

1/2" RE-BARS 24" LONG



## TYPICAL EXPANSION JOINT

NO SCALE



## TYPICAL CROSS SECTION

SCALE 1" = 10'-0"

Drainage swales (ditches) along dedicated roadways and within the right-of-way, or on the dedicated drainage easements, shall not be altered, dug-out, filled in, tiled, or otherwise changed. Property owners may maintain these swales as sodded grassways, or other non-eroding surfaces. Water from roofs and parking areas should be contained on the property long enough so that side drainage swales or ditches will not be damaged by such water. Driveways may be constructed over these swales or ditches only when appropriate sized culverts or other approved structures are provided. Culverts shall be protected at the ends by head walls or metal sections, and if damaged enough to retard the water flow, shall be replaced.

- I. When side ditches are used for storm drainage they shall comply with the following:
  - 1. The street side shall begin six (6) feet from the edge of the pavement.
  - 2. There must be a minimum of twelve (12) inches at the lowest point and not more than twenty (20) inches at the deepest point.
  - 3. The width of the side ditch shall be a minimum of four (4) feet across and a maximum of six (6) feet across.
- J. When a home owner wants to fill in the drainage ditch in front of his property, he may do so only with the approval of the Building Inspector, and must comply with the following:
  - 1. Use a plastic, galvanized, concrete or steel culvert, with the size to be determined by the Building Inspector.
  - 2. Completely cover the ditch in front of his property level with the surrounding grade-
  - 3. When the length of the covered ditch is one hundred (100) feet or less and greater than fifty (50) feet, a clean out two (2) foot by two (2) foot shall be placed in the center of the covered area.
  - 4. If the covered area is more than one hundred (100) feet, but less than one hundred fifty (150) feet then a two (2) foot by two (2) foot clean out shall be required every fifty (50) feet or one-third (1/3) the distance from each end, whichever is less.
- K. When curb and gutter type of storm drain is requested by the developer or required by the Planning Commission for good and valid reason, then the specifications and requirements contained in Section 9.12.03 Curbs and Gutters, shall be followed.



- L. When a street has a grade of fifteen percent (15%) or more then curb and gutter shall be required with a minimum twenty (20) foot paved street between the gutters. (Ord. No. 425, Sec. 2)

9.12.03 Curbs and gutters Except on rural streets, the subdivider shall provide permanent four (4) inch concrete roll curbs with a minimum of eighteen (18) inch integral concrete gutters or standard rolled curb and gutters.

- A. Description This item shall consist of the construction of concrete combination curb and gutter in accordance with these construction standards and in conformity with the locations, lines, and grades as shown on the plans or as directed by the Building Inspector and the Planning Commission.
- B. Excavation The subgrade shall be excavated to the required depth.. All soft yielding material shall be removed and replaced with suitable material and the entire subgrade shall be thoroughly compacted.
- C. Forms Forms shall be metal or wood free from warp and of sufficient strength to resist spring during the process of depositing concrete. They shall be securely staked, braced, set and held firmly to the required line and grade. All forms shall be cleaned and oiled before concrete is placed against them. Curb and gutter shall be poured at the same time and shall be thoroughly spaded and tamped to insure proper bond density.
- D. Expansion joints Expansion joints of one-half (1/2) inch pre-moulded joint filler shall be installed on not more than forty (40'-0") foot centers in continuous runs of curbs, and at all intersections of other rigid construction. The edges of joints shall have a tooled finish to a one-fourth (1/4) inch radius. Dowell bars shall be installed at all expansion joints as shown on details.
- E. Finish Forms shall be removed as promptly as practicable. All defective spots shall be repaired immediately by patching with cement mortar. All concrete surfaces to be exposed shall be wood float finished. Plastering of surfaces shall not be permitted. Edged and joints shall be finished with a suitable edging tool.
- F. Curing Curb and gutter shall be cured by keeping moist for a period of twenty-four (24) hours. Certain patented types of curing are acceptable, but must meet with the approval of the Building Inspector. Where curbs and gutters are constructed on tangent grades, it shall be the contractor's responsibility to check the grade of the curbs and gutters with a string line at fifty (50) feet intervals to determine that there are no appreciable sags or depressions in the curbs forms or in the completed curbs or gutters. Where completed

curbs are not in proper alignment, the contractor shall immediately correct these deficiencies at no expense to the owner. All adjacent road ditches which empty into the new gutter grades shall be properly shaped and dressed to a satisfactory slope for continuous flow of incoming water.

- G. Backfilling After the concrete has set sufficiently the space behind the curb shall be refilled to the required elevation with suitable material which shall be thoroughly compacted and neatly graded. (Ord. No. 425, Sec. 3)

#### 9.12.04 Preparation of the subgrade

- A. Sanitary sewer service lines and all water service lines shall be stubbed out from under streets in new subdivisions before construction of street. Boring shall not be permitted without prior approval by the Building Inspector.
- B. The subgrade shall be fine graded to conform to the typical section in the approved plans. It shall be true to line and grades established by the engineer. All soft yielding material shall be removed from the surface and shall be replaced with suitable material and the entire subgrade shall be thoroughly compacted. The compaction shall be accomplished with any equipment suitable for obtaining a smooth, hard compacted surface.

9.12.05 Roadway base After preparation of the subgrade, the road-bed shall be surfaced with material of no lower classification than crush rock, stone or gravel. The size of the crushed rock or stone shall be that generally known as "crushed rock, stone" from two and one-half (2½) inches down including dust. The compacted thickness of the stone roadway shall be no less than six (6) inches.

- A. The crushed stone shall be placed on the subgrade and spread uniformly to such depth and lines that when compacted it will have the thickness, width and cross-section shown on the plans, (appendix A), herein. When the compacted depth of the base course as shown on the plans is six (6) inches or more, the material shall be placed in courses of approximately one-half (½) depth and each course shall be constructed and consolidated as prescribed herein and independently of the other.
- B. The spreading shall be done the same day that the material is hauled, and it shall be performed in such manner that no segregation of coarse and fine particles nor nests or hard areas caused by dumping the crushed stone on the subgrade will exist. To ensure proper mixing the crushed stone shall be bladed entirely across the road bed before bringing spread. Care must be taken to prevent mixing of subgrade or shoulder material with the base course material in the blading and spreading operation. Compaction of the crushed stone will be brought about by the use of vibrating rollers. The required crown and grade shall be maintained by blading so that the base will form a smooth and uniform surface. The following bases are acceptable:



GRAVEL OR CRUSHED STONE  
AHDGB 203 AHD SB - 2 or 3  
FHA Date Sheet SK 101-201

9.12.06 Prime coat application

- A. Materials All materials shall meet the requirements for MC-30 asphalt as provided in Section 510, Part 5, Arkansas State Highway Department Standard Specifications for Roads and Bridges, except that the type of asphalt (MC-30) may be changed at the option of the Planning Commission if weather conditions are such that a different type of material will be more practical.
- B. Application of bituminous material After the surface to be treated has been properly prepared in accordance with the specifications outlined above, the bituminous material for the prime coat shall be sprayed uniformly over the surface by means of an approved type of mechanical pressure distributor at the rate of two-tenths (2/10) to four-tenths (4/10) gallon per square yard. (Ord. No. 425, Sec. 6)

9.12.07 Hot mix Hot Mix shall be laid in one course to a compacted thickness of two (2) inches, or two hundred twenty pounds (220 lbs) per square yard. The minimum compaction shall be not less than ninety-two percent (92%) thermal density.

- A. Seasonal limits No asphalt material shall be laid when the temperature of the air is fifty (50) degrees Fahrenheit and falling or during unfavorable weather conditions. (Ord. No. 425, Sec. 7)

9.12.08 Street construction work inspection and approval Street construction work must be inspected and approved by the Building Inspector as follows:

- A. After curbs and gutters have been constructed and subgrade has been prepared for base gravel, when curb and gutters are required.
- B. After base gravel has been laid and compacted.
- C. Sidewalks when provided, shall be placed one (1) foot from the property line to prevent interference or encroachment by fencing, walls, hedges, or other planting or structures placed on the property at a later date. In single family residential areas, concrete, or bituminous sidewalks shall be four (4) feet wide and four (4) inches thick. (Ord. No. 425, Sec. 8)

9.12.09 Installation of utilities After grading is completed and approved and before any base is applied, all of the underground work, including, but not limited to water mains, sewers, gas mains, etc., and all service connections, shall be installed completely and approved throughout the length of the road and across the flat section. Boring shall not be permitted without approval of the Building Inspector. All driveways for houses to be built by the developer shall be cut and drained. (Ord. No. 425, Sec. 9)



9.12.10 Backfilling utility ditches When a sanitary sewer main line or service line has been installed in or across a city street whether a new street in a new subdivision or in an existing street, the backfill shall be made in the following manner to secure good compaction:

- A. Backfill may be done with soil removed from the ditch if it is suitable for compaction; otherwise, sand or other suitable material must be used. Compaction on main lines must be done from the bottom up by a mechanical tamper or by jet type water pressure under the direction of the Building Inspector. Backfilling with loose dirt and compacting on top shall not be permitted.
- B. All service lines, water, sewer or gas must be compacted with a mechanical tamper, beginning at the bottom of the ditch, compacting in layers; if existing material is not suited for backfill, then sand or fine graded material must be used. (Ord. No. 425, Sec. 10)

9.12.11 Repair of street cuts All street cuts for utility lines, etc., shall be approved by the Building Inspector, according to standards equal to those from which the street was built. (Ord. No. 425, Sec. 11)

9.12.12 Trees and shrubs No trees and shrubs shall be planted on public right-of-ways without prior approval of the Planning Commission. No private signs or other obstructions shall be placed on public right-of-ways. (Ord. No. 425, Sec. 12)

9.12.13 Street name signs Street name signs shall be placed on one corner of each intersection. Signs shall be placed on posts at least seven (7) feet above the grade and within ten (10) feet of the curb. These signs in new subdivisions shall be erected by the developer to conform with other street signs and shall be at the expense of the developer. (Ord. No. 425, Sec. 13)

9.12.14 Penalties Any person violating any provision or any part of the foregoing ordinance or who shall fail to comply with any order thereunder shall be guilty of a misdemeanor and punishable by a fine of not less than Twenty-Five Dollars (\$25.00) and not to exceed One Hundred Dollars (\$100.00) for each offense and each day such violation exists shall constitute a separate offense. (Ord. No. 425, Sec. 14)

9.12.15 Approval All above construction work must be approved by the Building Inspector or in his absence, the city will provide an inspector. (Ord. No. 425, Sec. 15)

9.12.16 Waiver of construction standards

- A. The City Council of the city of Heber Springs, Arkansas, does hereby reserve the right to waive and/or amend any or all of the Construction Standards specified in this chapter. The City Council may do so upon its own initiative or at the request of an interested party. (Ord. No. 509, Sec. 1)

- B. Provided however, if any such standard is waived, then the Council must, by a majority vote of all of the members of the Council, upon an oral motion or written resolution, prescribe an appropriate construction standard or standards for the street or project that is under consideration at the time any waiver and/or amendment is deemed necessary. (Ord. No. 509, Sec. 2)
- C. Any such waiver and/or amendment that may be granted for any one street or project shall not operate as a waiver and/or amendment for any other street or project. (Ord. No. 509, Sec. 3)

## CHAPTER 9.16

### STREET NUMBERING

#### Sections:

- 9.16.01 General requirement
- 9.16.02 General scheme; fractional numbers
- 9.16.03 Main and parallel streets
- 9.16.04 First and streets parallel
- 9.16.05 Duty to number
- 9.16.06 Correction of numbers
- 9.16.07 Penalty for refusal or failure
- 9.16.08 Adoption of map

9.16.01 General requirement All houses and places of business in the city of Heber Springs, Arkansas, shall be numbered in the manner hereinafter designated. (Ord. No. 368, Sec.1)

9.16.02 General scheme; fractional numbers First and Main Streets shall be the base from which the numbering shall begin, commencing at Main Street for the numbering of the houses and places of business fronting on streets running parallel to First Street and at First Street for the numbering of the houses and places of business fronting on streets running parallel to Main Street. (Ord. No. 368, Sec. 2)

9.16.03 Main and parallel streets On Main Street and all streets running parallel therewith, the numbering, whether going East or West, shall begin at First Street with 100 on the North side of such street running East and West and 101 on the South side and at next street parallel with First, the numbering shall commence with 200 on the North side and 201 on the South side of such street so running East and West and so alternately until all are numbered. (Ord. No. 368, Sec. 3)



9.16.04 First and streets parallel On First Street and all streets running parallel therewith, the numbering, whether going North or South, shall begin at Main Street with 100 on the West side of such street running North and South and 101 on the East side and the next street parallel with Main Street, the numbering shall begin with 200 on the West side and 201 on the East side of such street so running North and South, and so on, alternately, until all streets are numbered. (Ord. No. 368, Sec. 4)

9.16.05 Duty to number Every person owning or occupying any house or building required to be numbered by this ordinance or renumbered under the provisions hereof shall number the same with the number to be either painted upon such residence or building or placed thereupon in some legible manner, with figures not less than three and three-quarter ( $3\frac{3}{4}$ ) inches in length which shall be visible from the street, and hereafter the Code Enforcement Officer, upon issuing the building permit for any house or building at any point in the city of Heber Springs, Arkansas, shall at the same time furnish to such person so erecting such house or building or his agent the appropriate number to be carried by said house or building. (Ord. No. 90-6, Sec. 1)

9.16.06 Correction of numbers All persons living in the city of Heber Springs, Arkansas, whose houses or buildings are incorrectly numbered, shall be notified by the Code Enforcement Officer of the correct number to be carried by such house or building and shall, thereafter, within a period of ten (10) days, place the correct and proper number thereupon and any other persons, firms or corporations owning any houses or buildings of any description in other portions of the city which have upon them incorrect numbers or which have no numbers whatever upon them shall be notified as soon as knowledge of said lack of number or incorrect number comes to the Code Enforcement Officer and shall, within a period of ten (10) days, place the correct number upon said house or building as given to such person, firm or corporation by the Code Enforcement Officer. (Ord. No. 368, Sec. 6)

9.16.07 Penalty for refusal or failure Any person, firm or corporation who shall fail or refuse to number any such house or building of any description in the city of Heber Springs, Arkansas, or who shall fail to correct said numbers within a period of ten (10) days after notice has been given to any such person, firm or corporation by the Code Enforcement Officer, shall be deemed guilty of a misdemeanor and upon conviction, fine in any sum not less than Five Dollars (\$5.00) nor more than Twenty-Five Dollars (\$25.00). (Ord. No. 368, Sec. 7)

9.16.08 Adoption of map There is hereby adopted the Street Name and Numbering Map for a portion of the city of Heber Springs, Arkansas, which was annexed to the city in 1989, and which includes only that territory assigned to Ward 1 of the city following such annexation. Said map is attached hereto, incorporated herein by reference and made a part hereof. (Ord. No. 90-6, Sec. 2)



## CHAPTER 9.20

### MASTER STREET PLAN

#### Sections:

- 9.20.01        Adopted
- 9.20.02        Copies on file at City Clerk's office

9.20.01 Adopted The Master Street Plan for the city of Heber Springs, Arkansas, which is before the meeting, be, and the same is hereby adopted and shall hereafter be the Master Street Plan for the city of Heber Springs, Arkansas. (Ord. No. 94-9, Sec. 1)

9.20.02 Copies on file at City Clerk's office The City Clerk is directed to maintain three (3) complete copies of the said Master Street Plan on file in the office of the said City Clerk at all times for inspection by members of the public. (Ord. No. 94-9, Sec. 2)

## CHAPTER 9.24

### PUBLIC WORKS DEPARTMENT

#### Sections:

- 9.24.01        Created
- 9.24.02        Director
- 9.24.03        Duties
- 9.24.04        Oversight and operation

9.24.01 Created There is hereby created the Department of Public Works for the city of Heber Springs. (Ord. No. 2012-6, Sec. 1.)

9.24.02 Director There is hereby created the position of Director of Public Works for the city of Heber Springs, whose duties shall be to supervise and coordinate the activities of the Public Works Department. (Ord. No. 2012-6, Sec. 2.)

9.24.03 Duties The Director of the Department of Public Works shall be responsible for the planning and prompt, orderly and efficient execution of the programmed work assigned to the department. (Ord. No. 2012-6, Sec. 3.)

9.24.04 Oversight and operation The Director of the Department of Public Works shall be responsible for the oversight and daily operation of the Street and Sanitation Departments of the city and to supervise and coordinate the activities of the Public Works Department. (Ord. No. 2012-6, Sec. 4.)