

CITY OF OTTAWA, KANSAS
PUBLIC WORKS DEPARTMENT
Sidewalk Improvement Program

Purpose: To encourage residential property owners to maintain existing sidewalks in good repair. In most cases, sidewalks will be considered on a first come/first served basis, however; each application must be approved by the Director of Public Works or the Street Superintendent.

Budget Constraints: Funding will be established each year through the budget process for the Sidewalk Improvement Program. All projects approved will be funded for the cost of the concrete only and the homeowner will be responsible for all labor and any other material required.

Priority of Selection: Priority will be given to sidewalks based on the severity of deterioration found at the time of inspection.

Replacement Guidelines/Qualifications:

- Sidewalk has raised panels, making it impassable for persons with disabilities.
- Sidewalk is severely broken or pieces missing.
- Gaps in sidewalk panels.

Process:

1. Property owner must complete a Sidewalk Improvement Program Application.
2. Prior to returning application, project needs to be verified it will be completed by having estimates established for the material/labor costs. Once it is verified to be a feasible expense by the Applicant/Contractor, then the application can be submitted.
3. Return completed application for inspection and approval/denial prior to any work beginning.
4. Once reviewed, Contractor will be notified.
5. Contractor must have a pre-concrete inspection (form-work) completed prior to concrete purchase.
6. Total yards of concrete to be purchased by the City will be approved after inspection. Approved application must be given to concrete plant for invoicing the concrete to the City
*Concrete delivery tickets must be returned to the Public Works Department
7. Contractor must call for a Final inspection.

Applications can be obtained from:

City Hall - Public Works Department - 101 S. Hickory Street

or

Click on <http://www.ottawaks.gov/sidewalk-improvement-program>

Completed applications can be returned to:

City Hall - Public Works Department - 101 S. Hickory Street

or

Emailed to publicworks@ottawaks.gov



101 S. Hickory Street
PO Box 60
Ottawa KS 66067
Phone: 785-229-3630
E-mail: publicworks@ottawaks.gov

PUBLIC WORKS
SIDEWALK IMPROVEMENT
APPLICATION / RIGHT OF WAY PERMIT

Date: _____

Owner's Name: _____

Daytime Phone #: _____

Owner's Address: _____

Alternate Phone No.: _____

Location of construction: _____

Contractor contact information: _____

(if other than self)

Contact Phone #: _____

Email address: _____

Sidewalk details:

- Front yard Side-yard ADA Ramps *

Brief description of sidewalk to be replaced:

The following conditions will apply:

The work to be done by competent person(s) with the proper equipment/tools.

Construction will be in accordance with standard specifications.

Backfill should be accomplished within 48 hours after forms are removed.

Old survey stakes must be left in place.

* Please contact us if ADA ramps need to be completed as part of this project.

I hereby agree to the above conditions:

Printed Name: _____

Date: _____

Signature of Applicant: _____

(Expires 6 months from date of application)

Approved: _____

Date: _____

Denied: _____

Date: _____

**** The following inspection is required ****

Pre-concrete inspection (form-work)

Must be completed prior to concrete purchase

Approved: _____

Date: _____

Total yards of concrete to be purchased by the City for the SIDEWALK PORTION:

Empty box for concrete yards

Total yards of concrete to be purchased by the City for the PORTION THROUGH THE DRIVEWAY:

Empty box for concrete yards

Property Address: _____

	Length	Width	Depth	Total
N S E W Front Yard				
N S E W Side Yard				
N S E W Side Yard				
Total Yds for sidewalk portion				

Driveway				
Driveway				
Total Yds for driveway portion through sidewalk				

TOTAL YDS APPROVED

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Municipal Code: 18-505 Standards for driveways onto public streets

- Changes in driveway slope within the right-of-way should be no greater than a twelve (12) percent increase or an eight (8) percent decrease in order to prevent difficulty with vehicular ground clearance.
- Sidewalks approaching driveways within the public right-of-way shall have slopes no greater than one (1) unit of rise to twelve (12) units of run (12:1 slope) in order to accommodate persons with disabilities.
- Sidewalks within driveways in the public right-of-way shall be constructed to a minimum standard of Class A-AE 4000 p.s.i. Concrete with a thickness of six (6) inches, reinforced with 12x6-W4.0xW4.0 welded wire fabric.
- Sidewalks must be separated from the back of the curb and gutter by nothing less than a one (1) inch thick fiber (bituminous) expansion joint.
- That portion of any driveway within the public right-of-way should be constructed perpendicular to the centerline of the adjacent street.

Municipal Code: 18-406 Material, thickness, width and slope (Sidewalks)

Sidewalks shall be concrete no less than four inches (4") thick (see Driveways, Article V) and five feet (5') wide, except when the sidewalk is immediately adjacent to the street or back of curb. When the sidewalk is immediately adjacent to the street or back of curb, the sidewalk shall be no less than six feet (6') wide. To provide for appropriate drainage, sidewalks shall slope toward the street, and should be at such an elevation as to provide drainage toward the street from the sidewalk. To provide for access by disabled persons, the change in sidewalk elevation, either running slope or cross slope, shall not exceed that permitted by current federal, state and local guidelines.

