

Municipal Policy Statement

Policy Code No. A-87 (This policy rescinds policy number A-62 adopted May 1, 2007)

Effective Date: Sept. 29, 2020

Guideline on cost sharing of sidewalk installations by the City of Marysville

Purpose: The purpose of this policy resolution is to establish the City's policy regarding the participation of the City in cost sharing of sidewalk removal and installation.

Scope: This guideline applies to sidewalks on right-of-way parallel to the street.

Intent: In order to comply with the Americans with Disabilities Act (ADA) guidelines the City has instituted a policy of replacing handicap ramps with a five-foot (5') width. In order to encourage construction of sidewalks with a corresponding width, the Governing Body of the City of Marysville has agreed to a policy of sharing in the cost of materials only for the installation of sidewalks that meet a width of five (5) feet. Current codes require a five foot (5') minimum width for the installation of new and replacement sidewalks.

The majority of sidewalks in residential areas are of four foot width and in an effort to encourage the replacement of damaged or destroyed sidewalks to current ADA standards, the Governing Body has deemed it appropriate to participate in the installation of sidewalks.

The City upon request, will remove the existing sidewalk at no cost to the property owner. Requests will be maintained on a first-come, first-serve basis. All requests for removal shall be subject and subordinate to work schedules of the Street Department. The City is not responsible for any of the removal costs if the sidewalk has been removed by the applicant or their contractor.

Definitions: The term "materials" shall include the cost of concrete, joint sealers, and admixtures only and shall not include labor or equipment charges; incidental items such as lumber for forms or screeds; nails, screws or other fasteners; and fill sand or dirt.

Standards: The standard mix design shall consist of a 4,000-psi compressive strength and a thickness of four (4) inches. Where the sidewalk crosses driveways the thickness shall be increased to six (6) inches. Sidewalks that cross alleys shall be increased to eight (8) inches. A one-inch (1") bed of tamped sand shall be placed as a sub-base. Sidewalks shall be constructed to provide drainage across the surface of the walk towards the right-of-way and slope should not exceed 1%. The surface shall be finished using a patio broom or burlap rag to slightly roughen the surface perpendicular to the direction of the sidewalk to provide for traction under wet or slippery conditions.

Use of calcium chloride is strictly prohibited. Adding water in the field to re-temper the mixture is discouraged. If a homeowner desires to add a coloring admixture to enhance the aesthetic appeal of the sidewalk to blend with existing landscaping materials, arrangements shall be made with the City and contractor so that the mix is done in accordance with the manufacturer's instructions. Air entrainment shall not exceed 4-7% of total concrete volume.

Alignment shall follow the existing alignment as close as possible, but variations shall be allowed and encouraged in order to reduce the necessity of removing trees and relocating water meter pits or other utilities. Changes in elevation to allow for alignment should be in conformance with maximum rise in elevation in order to conform to ADA requirements as closely as possible. Alignments that follow the back of existing curbs are discouraged (curb walks) and should be avoided if at all possible. Alignment onto private property will not be allowed. If trees or other obstacles block the path needed to install a five-foot width on the primary side, then the walk may be split around said tree or obstacle to a minimum of four-foot width on each side. Reflective markers shall be placed at the wye on both sides of the split.

On corner lots, the City shall be responsible for construction of the handicap ramps and connectors to the intersection of both legs of the sidewalks.

Procedure for applying: Any individual or interested party wishing to partner with the City to replace their existing sidewalk or to install a new sidewalk where one is absent or has never been installed, shall first contact the City Clerk and make application for assistance. If the property line or sidewalk is not clearly delineated to establish alignment, the property owner shall be responsible for documenting the location of the property line. The City Clerk shall provide an application on which the interested party shall list their address or legal description, whether the sidewalk is new or replacement, the expected length and width of the sidewalk and an estimate of the cost of replacement from a licensed contractor or homeowner qualified to complete the installation.

If the estimate is from a homeowner who purposes to install the sidewalk, then a calculation of the quantities of materials (excluding forms, etc.) and estimated cost to both homeowner and city may be provided.

The expected City share shall not exceed fifty percent (50%) of the cost of materials. The City reserves the right to review and question all estimates for accuracy. The Street Supervisor or designated persons shall review and approve all estimates.

Once an application is approved the work may begin. The applicant must notify the Street Supervisor at least 24 hours in advance of a pour or after the forms are set, whichever is greater, to allow for inspection.

Submitting request for payment: After completion of the sidewalk the applicant shall submit a request for reimbursement to the City Clerk. If the work was done by a licensed contractor, then an invoice from the contractor shall constitute a request for reimbursement. The materials cost **MUST** be listed as a separate line item in order to be reimbursed. The City will not reimburse based upon a lump sum bill or invoice from the contractor. Payment will be made to the

contractor unless the applicant provides proof that the invoice has been paid in full and all liens released, in which case payment shall be made to the applicant.

If the applicant or property owner/tenant has contracted to do the installation as a do-it-yourself project, then an invoice showing quantities and copies of the trip tickets from the concrete supplier shall constitute a request for reimbursement. Payment made to an applicant must be accompanied by a lien release, otherwise payment will be made to the supplier.

Lien release forms may be provided by the City.

Payment will be made after approval of the appropriations ordinance at a regular council meeting following submission of the request.

Liability: The applicant assumes all liability incurred as a result of the installation of the sidewalks and the city assumes no liability for accidents or damages as a result of the installation of the sidewalks.

Warranty: The City does not warranty the installation of sidewalks. It is incumbent upon the applicant who contracts with a licensed contractor to determine what warranty, if any, exists on the installation of the sidewalks. The city will not participate a second time in the replacement of a sidewalk due to a defect in the materials or workmanship during installation that cause the sidewalk to fail.

PASSED BY THE COUNCIL AND APPROVED BY THE MAYOR this 28th day of
September, 2020.