



SIDEWALK COST SHARE PROGRAM

Program Background

The City of Grand Island recognizes that maintenance and reconstruction of sidewalks within the City is necessary for the safety and welfare of the community. In response to that need City Council, through passage of Ordinance No. 9764, approved the Sidewalk Assistance Program on March 24, 2020. This program was established to repair displaced, broken, and/or American with Disabilities Act (ADA) deficient sidewalks in the public right-of-way and to construct segments of sidewalks to fill in the network along streets within the City of Grand Island. The City shall be responsible for installation and repair of ADA-compliant corner ramps. Ordinance No. 9764 outlines the procedure and requirements for disbursement of funds.

Application Process

Applications will be accepted by the Grand Island Public Works Administration office until approved applications exceed the funds available for the fiscal year.

The Public Works Director shall have sole discretion for prioritization of work under this program so as to optimize the effectiveness of such. Work shall be handled in the order it is identified except that the Public Works Director may give higher priority to sidewalks based upon condition and/or pedestrian traffic volume or character.

Applications will be funded in the order approved by the Public Works Director.

Application Requirements and Information

Property owners shall request reimbursement under this program prior to any work being done. Requests shall be made to Public Works Administration for the City of Grand Island on an application provided by the City.

After submittal of the application, the Public Works Director, or designee, will inspect the site and determine what work is needed. Only work deemed needed by the City will be eligible for reimbursement. The Public Works Director, or designee, will inspect the work as it progresses and assess the work upon completion. Only work completed and approved by the Public Works Director shall be eligible for reimbursement.

Once the City performs the inspection and deems areas of the public sidewalk to be non-compliant with the American with Disabilities Act (ADA) the repairs are required to be made by the property owner.

This is a reimbursable program, meaning dollars will not be dispersed to property owners until the sidewalk improvement project is complete and the final inspection reflects that the sidewalk meets the City of Grand Island's construction specifications.

Application may only be made by the owner occupying the property where sidewalk construction will take place. Eligible properties for assistance are limited to existing owner-occupied single family dwellings. Sites located upon or adjacent to new development and/or new construction shall not be eligible for this program.

Assistance is available for the repair of displaced, broken, and/or ADA deficient sidewalks in the public right-of-way and to construct segments of sidewalks to fill in the network along streets within the City of Grand Island.

Curb work associated with ADA ramp construction will be constructed by City crews or a private contractor will be hired by the City to take on such work.

Replacement of driveway aprons **does not qualify** to be included in the application for reimbursement of such work.

Owners of eligible property may be eligible for reimbursement funds at a rate equal to fifty percent (50%) of the amount the City would pay for the same or similar work based upon recent bids obtained by the City. The current rate is \$2.00 per square foot of sidewalk removal and \$9.60 per square foot of sidewalk build.

Properties with a valid Homestead Exemption approved by the Nebraska Department of Revenue may be eligible for up to one hundred percent (100%) reimbursement.

The yearly funding for the Sidewalk Assistance Program shall be set by the Grand Island City Council as part of the yearly budget. Reimbursement for eligible properties shall only be available up to the amount budgeted for the fiscal year. No reimbursements will be made after the budgeted amount has been expended for the fiscal year.

Construction

Residential property owners that are approved for the Sidewalk Cost Share Program are required to purchase a Right-of-Way (ROW) permit through the Public Works Administration office prior to commencement of sidewalk work. The fee for such permit is \$25.00.

The property owner is responsible for assuring the quality of construction. Work not meeting the City of Grand Island's Standard Specifications will be required to be replaced at the owner's expense. All work eligible for reimbursement shall be completed within six (6) months of permit issuance to ensure City fund availability.

Sidewalk construction near street intersections (corner lots) will be inspected by Public Works staff, with the City being responsible to construct, repair, or replace ADA approved ramps, curb replacement and street surfacing for the ADA ramp area.

Reimbursement Request

Reimbursement funds shall be disbursed within thirty (30) days of completion of project and final approved inspection. The property owner receiving the reimbursement must have a W9 on file with the City of Grand Island for payment to be processed.

Summary of Sidewalk Cost Share Program Reimbursement

1. Property Owner complete Sidewalk Cost Share Program application form and attach an illustration or photo(s) of the project area.
2. Staff will confirm if the reimbursement application is complete and will do a site visit at applicant's property to confirm sidewalk qualifies for program.
3. Staff will notify property owner of approval/denial.
4. Once application is approved, property owner or contractor must contact the Public Works Administration office in City Hall to **obtain a Right-of-Way Construction Permit**. A Right-of-Way Construction Permit must be obtained **PRIOR** to construction beginning and prior to the existing sidewalk being demolished. Not abiding by the permit requirement could disqualify the applicant from the program.
5. As the property owner begins the sidewalk construction process, once sidewalk forms are in place, contact the Engineering Division of the Public Works Department to schedule a sidewalk form inspection **PRIOR** to concrete being poured. Not abiding by the inspection requirement could disqualify the applicant from the program.
6. Once sidewalk construction is complete, forms must be removed and the area surrounding the new sidewalk must be backfilled so that it is level with the surface of the sidewalk.
7. Final sidewalk inspection is completed by staff.
8. Once staff determine the new sidewalk meets all of the City of Grand Island's Standard Construction Specifications, and all program requirements have been met, staff will request reimbursement funds be disbursed to the property owner on the next available accounts payable day. The property owner receiving the reimbursement must have a W9 on file with the City of Grand Island for payment to be processed.

Questions?

If you have any questions, please contact Public Works Administration at 308-385-5455 or via email at publicworks@grand-island.com.

Please return the completed application to publicworks@grand-island.com or mail to:

**Public Works Administration
Sidewalk Cost Share Program
PO Box 1968
Grand Island, NE 68802-1968**



SIDEWALK COST SHARE PROGRAM APPLICATION

Property Owner Name (Please Print):		
Property Owner Mailing Address:		
Project Location Address:		
Property Owner Phone Number:		
Email:		
Size of Project (square feet):		
Have you previously been awarded a sidewalk reimbursement?	Yes _____	No _____
Does Homestead Exemption apply to subject property?	Yes _____	No _____
Project Description (if desired attach an 8 1/2" x 11" sketch, along with a photo(s) reflecting proposed construction:		
<p>Acknowledgement: By signing & dating this application in the space provided below I am certifying that I am the legal owner of the property where the proposed sidewalk project will take place. I am further certifying that all information on this application is true and accurate to the best of my knowledge. If my application for the Sidewalk Cost Share Program is approved, I agree to comply with all rules and conditions set forth in the application packet. I understand not complying with the rules and conditions of the program could disqualify me from the program.</p> <p>Signature: _____ Date: _____</p>		
For Staff Use Only (initial boxes and fill in appropriate blanks)		
Application No.	202__ -	
Received	Date-	
Eligibility Verified	Date-	
Application Approval/Denial	Date-	
City Share \$ Amount Approved	Date-	
Permit Fee Paid	Date-	
Final Inspection	Date-	
Funds Disbursed	Date-	



SIDEWALK COST SHARE PROGRAM COMPLETION FORM

ROW Permit No. _____

When your project has been completed, Public Works staff will fill out the below and send to you for review and signatures

Inspected Sidewalk at **Address**, Grand Island, Nebraska:

<i>Description</i>	<i>Quantity</i>	<i>Unit Price</i>	<i>Total Price</i>
Remove Sidewalk	s.f.	\$2.00/ s.f.	\$
Build 4" Sidewalk	s.f.	\$9.60/ s.f.	\$

Total Project Cost= \$

Inspection Notes: _____

I, **Property Owner**; owner of **Address**, Grand Island, Nebraska, acknowledge I will be reimbursed a total of \$_____ for the above referenced sidewalk work, which is complete.

Property Owner

Date _____

I, _____ **of Contractor**; contractor completing work at **Address**, Grand Island, Nebraska, acknowledge I have been paid in full by **Property Owner** for sidewalk work completed at **Address**, Grand Island, Nebraska.

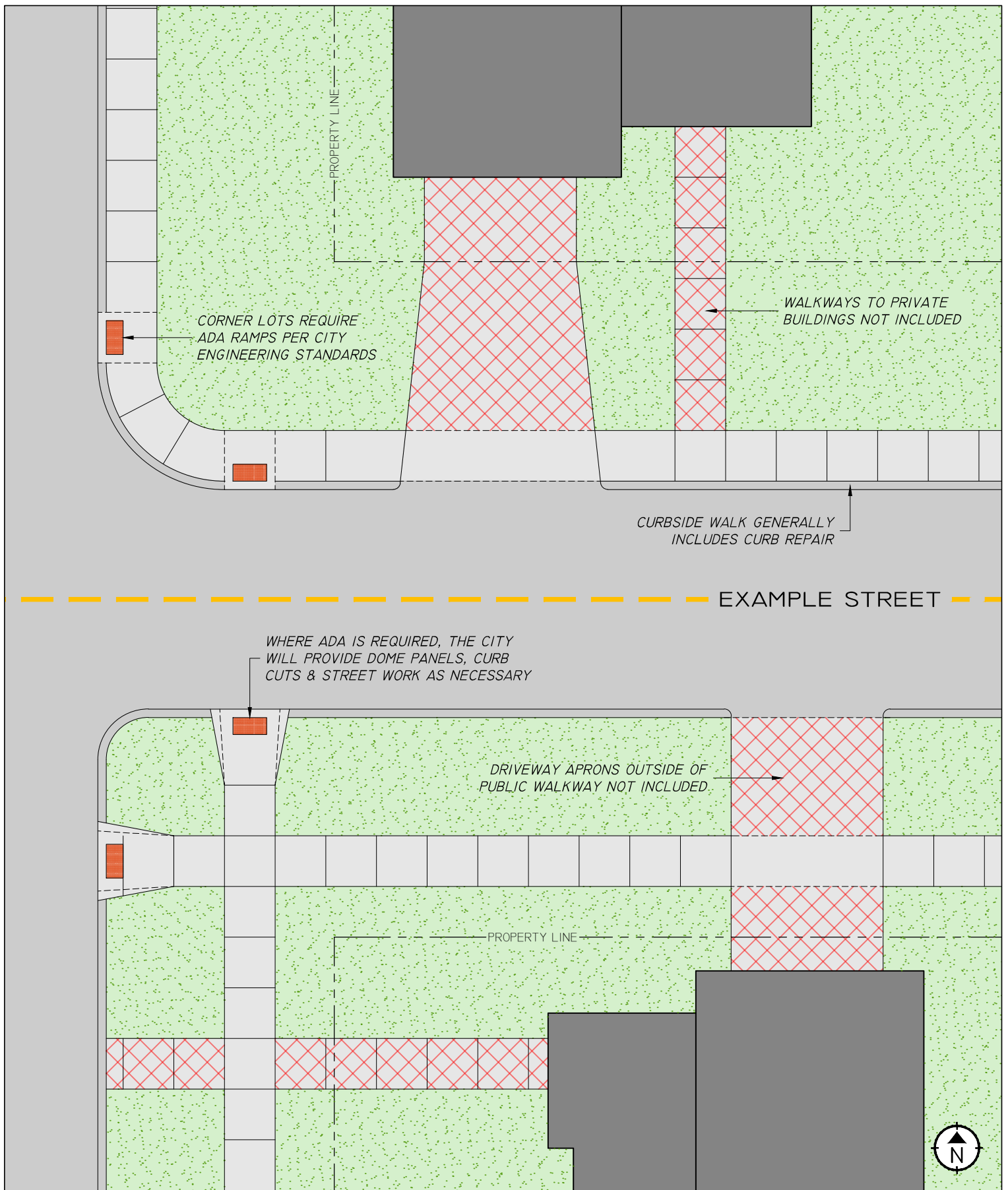
Contractor

Date _____

Inspection of sidewalk at **Address**, Grand Island, Nebraska has been completed in accordance with City of Grand Island Specifications.

Engineering Technician

Date _____



SIDEWALK ELIGIBILITY EXHIBIT

CITY SIDEWALK COST SHARE PROGRAM

GRAND ISLAND, NEBRASKA

