

Town of North Manchester
SIDEWALK REPLACEMENT PROGRAM APPLICATION
(260)982-9800

***A completed and approved Program Application does not exempt the contractor from calling 811 for utility locates.**

1) Property Owner (Applicant):

Name: _____

Address: _____

Phone Number: _____

Other contact information: _____

2) Contractor:

Name: _____

Address: _____

Phone Number: _____

***Contractor must have proof of liability insurance with workmans comp. coverage on file with the Clerk's Office**

3) Improvement Site/Address: _____

4) Improvement quote: L x W

4" sidewalk: Size _____ Cost \$ _____

***Maximum Town's share rate(50%): \$6.00/square ft. or \$24.00/linear ft(4ft sidewalk)**

***Maximum amount of sidewalk per owner per calendar year: 200 linear ft.(4' wide, 4" thick) = 800 sq. ft = 10 cubic yards of concrete**

Estimated completion date: _____

Additional information (attach additional sheets if necessary): _____

Applicant understands and agrees as follows:

- (1) To participate in the Program, Property owners must complete a Program Application, identifying the proposed contractor, the contract price, and other information in detail reasonably requested by Town. Sidewalks must conform to the Town specs-attachment A.
- (2) Offices of Town Hall shall inform the applicant of acceptance and notice to proceed. Construction must be completed within 90 days (extensions may be applied for, but are not guaranteed.)

- (3) Any changes to the proposed improvements must be approved in advance by the Town Manager or Clerk-Treasurer.
- (4) The Town retains the right to prioritize requests in accordance with the Town's determination of the best utilization of available Program funding. Projects will be prioritized according to completed application receipt date.
- (5) Payment will be made only for approved and completed improvements which conform to Town standards and pass the Town's "pour-ready" and "completed" inspections. All prepour inspections must be arranged 24 hours in advance of concrete delivery. [Please call the Street Dept. at \(260\)306-3185 to arrange for inspections.](#)
- (6) Following Town approval, Program payment shall be made to the applicant's contractor.

By signing below, you acknowledge and understand all information presented to you and will abide by all requirements of the Sidewalk Program of North Manchester. In addition, I relieve the Town of North Manchester for any and all liability of workmanship performed by the said contractor.

Signature of Property Owner: _____

Printed name of Property Owner: _____

* * * * *

For Town use only:

	Date	Initials
1) Completed application	_____	_____
2) Funding available	_____	_____
3) Application acceptance notice(phone call)	_____	_____
4) First inspection completed/Pass	_____	_____
5) Final inspection completed/Pass	_____	_____
6) Final determination of Town cost	_____	_____

Final Costs: L x W

4" sidewalk: Size _____ = Total Sq. Ft. _____

X \$3.75/sq ft(\$15.00/lin. ft)

Cost \$_____

Town's Portion of Final Cost:

\$_____.

Town of North Manchester

Sidewalk Replacement and /or Construction

Where existing concrete sidewalk is to be reconstructed, all disintegrated concrete, brick, stone, or other material shall be completely removed and replaced with new concrete sidewalk.

Excavation backfilled with #53, #73, and sand made to the required depth and to the width that will permit the installation and bracing of forms. The foundation shall be shaped and compacted to a firm even surface. All soft and yielding material shall be removed and replaced with acceptable material.

The removal of concrete sidewalk shall be to uniform lines. The sidewalk to be removed shall be cut in a straight line with an approved power driven concrete saw. The sawing shall be such that the portion of sidewalk to remain in place shall not be damaged.

Forms shall be of wood, metal, or other approved material and shall extend for the full depth of the concrete. Forms shall be straight, free from warp, and of sufficient strength to resist the pressure of the concrete without springing. Bracing and staking of forms shall be such that the forms remain in both horizontal and vertical alignment until removal.

Where sidewalk meet street, - shall be ADA approved.
The bottom edge of curb ramps and the top of curb shall be flush with the edge of the adjacent pavement or the gutter line.

Preformed joint filler shall be placed around all appurtenances, such as manholes, and utility poles which extend into and through the sidewalk, and between the sidewalk and any fixed structure, such as a building or bridge. The preformed joint filler shall extend for the full depth of sidewalk or curb ramp, and shall be flush with the surface of the adjacent concrete.

The curb ramp running slope shall not exceed 12:1, except where conditions necessitate, a 10:1 slope may be utilized for maximum rise of 6 inches. Curb ramp cross slope shall not exceed 50:1 except infeasible.

Such sidewalk shall be constructed to a minimum depth of 4 inches unless another depth is designated and to the width of the adjoining walk, or to a width of no less than 48 inches from the face of curb, or to such other width as directed.

The new sidewalk shall have a joint pattern similar to the surrounding sidewalk.
When sidewalk extends through a driveway or alley way, for load bearing, concrete must be 6 inches thick.

All new sidewalks shall have a slope to the street side of 1/4 inch per 1 foot.

All exposed edges shall be finished with a 1/4 inch radius.
All surfaces are to be coarse broomed.

After forms are removed. Dirt and grass seed shall be done, along new sidewalk.

GENERAL ORDINANCE NO. 9, 1996

AN ORDINANCE AMENDING ARTICLE IX (SIDEWALK
REPLACEMENT FUND) OF CHAPTER III (FINANCE),
TITLE I (STRUCTURE, ADMINISTRATION AND FINANCE)
OF THE NORTH MANCHESTER MUNICIPAL CODE

BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF NORTH MANCHESTER,
INDIANA, that Title IX (Sidewalk Replacement Fund) of Chapter III, Title
I of the North Manchester Municipal Code is now amended as follows:

Section 1: Section 2 is now amended to read as follows:

Section 2: Revenues in the Sidewalk Replacement Fund are
dedicated to the payment of the costs of sidewalk replacement
made by owners of taxable real property located within the
limits of the Town of North Manchester.

Section 2: Section 4 is now amended to read as follows:

Section 4: Owners of taxable property who replace sidewalk
which abuts their property on public streets and ways may
apply at the office of the Clerk-Treasurer for payment of up
to fifty percentum (50%) of the cost of replacement sidewalks.
Sidewalks shall be constructed and completed in accordance
with, and shall meet the specifications for, sidewalk
construction established by the Public Works Superintendent.
The Clerk-Treasurer is directed to design a form of
application for use by owners of taxable property. Funding
for the cost of sidewalk replacement shall be made available
to applicants on a first entitlement basis, based on date of
approval of the application. Applications shall be time
stamped by the Clerk-Treasurer upon receipt and be referred by
the Clerk-Treasurer to the Building Commissioner, Town Manager
and Public Works Superintendent, in that order, for approval,
each of whom shall endorse approval or disapproval on the
application, subject to final inspection and approval by the
Public Works Superintendent of the completed sidewalk. It is
the responsibility of the owner-applicant to notify the Public
Works Superintendent that the replacement sidewalk is ready to
be inspected. The applicant shall submit with the application
a diagram showing the property and the square footage of
sidewalk to be replaced. Each application shall include the
estimated cost required to complete the sidewalk replacement.
No vendor claim for the cost of replacement in excess of 5% of
the amount of the estimate shall be paid; provided, up to 5%
in excess of the estimate may be paid if the applicant and
contractor justify the cost overrun and certify that the
materials and work were required to complete the sidewalk
replacement as approved. Payments from the Fund shall be made

only when the sidewalk replacement has been completed and claim therefor made during the same calendar year in which the application was approved. Claims shall be paid directly to the vendor and contractor who, along with the property owner, shall make and certify the claim to the Clerk-Treasurer. Approved applications for funding shall lose all priority if the work is not completed by September 15 and the claim for materials and labor submitted by October 1 of the calendar year in which the application was approved. Applications for funding of approved projects not completed and paid for during the calendar year as hereinabove provided, may be submitted as new applications during the following calendar year. Funds uncommitted on September 16 of each calendar year may be used by the Town for replacement of sidewalks abutting or on municipally owned property.

Section 3: This amending ordinance shall be in full force and effect from and after its approval by the Town Council.

Adopted by the Town Council of the Town of North Manchester, Indiana, on third reading this 5th day of JUNE, 1996.

TOWN COUNCIL, TOWN OF NORTH
MANCHESTER, INDIANA

BY: D. Ruman

Presiding Officer

ATTEST:

Nancy J. Reed
Nancy J. Reed, Clerk-Treasurer

