

SIDEWALK REPAIR GRANT APPLICATION



Program Background

The City of Twin Falls recognizes that the maintenance and repair of sidewalks within the city is necessary to protect the health, safety and welfare of residents and visitors. City Code, 8-2-12, places sole responsibility for sidewalk maintenance and repair upon adjacent property owners.

This program was developed in recognition that this obligation can come with significant cost. The primary goal of the program is to facilitate the property owner's responsibility to improve damaged right-of-way sidewalks so they are safe and passable by the general public.

Grant Eligibility

1. Applications will only be accepted for residential single-family homes.
2. Property owners may only apply for one grant for one property in a calendar year.
3. Applications must be received and approved by the City before the work begins. Retroactive applications will not be accepted.
4. Grant funds may cover a portion of the cost of sidewalk removal/repair and if needed, the removal/replacement of Right-of Way trees (trees within the City Right-of-Way). Grant funds may only be used for the removal and replacement of right-of-way trees when necessary to repair/replace existing sidewalks in the public Right-of-way. A Right-of-way Tree Permit is required in advance of the removal of the tree. Prior to removal, the City Arborist must approve the removal and approve the proposed replacement tree.

Use of Funds

1. Grant funds may be used for removal and replacement of existing sidewalks in the public Right-of Way. Additionally, grant funds may be used for removal of Right-of Way Trees that conflict or disrupt adjacent Right-of-way sidewalks in need of repair or do not comply with the Americans with Disabilities Act (ADA).
2. Property owners are responsible for obtaining and complying with the conditions of City permits for jobs requiring sidewalk replacement or removal of Right-of Way trees.
3. In order to access grant funds, property owners must obtain at least two competitive bids for jobs that require a permit. The maximum grant reimbursement will be 50% of the lowest bid or 50% of the actual invoiced amount, whichever is less, regardless of who the property owner chooses for the work, subject to a cap of \$1,500.
4. For jobs where no permits are required, such as grinding or leveling, the maximum grant reimbursement will be 50% of the invoiced cost, subject to a cap of \$750.
5. All grant awards will be made on a first-come, first-served basis, subject to project approval and the availability of funds in the City budget. Once the budgeted amount has been expended, no further awards will be made.
6. The lack of sufficient funds to cover the number of applications received by the City in any given year will not excuse the property owner from the responsibility of maintaining the adjoining sidewalk in a safe condition nor create any liability to the City for any unsafe sidewalks.

Procedures

Step 1. Property owner submits application form with two competitive bids before the work begins.

Completed applications may be scanned and emailed to: sidewalkgrant@tfid.org, hand delivered to the Engineering Department at 203 Main Ave. E. or mailed to the Engineering Department, City of Twin Falls, PO Box 1907, Twin Falls, ID 83303, Twin Falls. Applications must be signed by the owner of the subject property and have copies of bids attached. Incomplete applications may be rejected.

Step 2. City confirms grant eligibility and approves application. Upon verification that the sidewalk is in need of repair or replacement and if funds are available, the Sidewalk Repair Grant Application will be approved, subject to available funds, and the property owner will be notified to proceed. The work must then begin within 30 days and be completed within 90 days.

Step 3. Property owner hires contractor, obtains permits, calls for inspections and completes work. A Right-of Way permit is required prior to the removal and replacement of concrete within the public right-of-way and can be obtained for \$10 from the Engineering Department located at 324 Hansen Ave. E., 208-735-7248. A right-of-way Tree permit is required prior to the removal and replacement of street trees in the public right-of-way and can be obtained at no cost from the Parks and Recreation Department located at 136 Maxwell Ave., 208-736-2265.

Step 4. Property owner pays contractor & submits Reimbursement Request with final invoice. After the work has been completed, inspected and approved by the City of Twin Falls, the property owner may submit a reimbursement request with the final invoice from the contractor to the Engineering Department located at 324 Hansen Ave. E. or by mail to Engineering Department, City of Twin Falls, PO Box 1907, Twin Falls, ID 83303.

Step 5. City approves reimbursement request and mails check to property owner. Upon approval by the City, the grant funds will be disbursed in the amount of 50% of the invoice or 50% of the lowest bid, whichever is less. Jobs requiring a permit are subject to a maximum \$1,500 reimbursement. Projects not requiring a permit, such as grinding or leveling, shall be subject to a maximum reimbursement of \$750.

Questions?

Contact Engineering Department 208-735-7248



SIDEWALK REPAIR GRANT APPLICATION

Owner Applicant Name: _____

Mailing Address: _____

Phone Number(s): _____

Email Address: _____

Project Location Address: _____

Size of Project : _____ square feet Estimated Cost: _____

Project description: _____

Attach Copies of Bids:

_____ \$ _____

_____ \$ _____

_____ \$ _____

Certification:

By signing this application, I certify that, 1) I am the legal owner of the property where the proposed sidewalk repair project will take place, 2) that all the information on this application and accompanying material is true and accurate to the best of my knowledge. If awarded a grant, I agree to comply with all the rules and conditions set forth in the application packet and on the permit forms.

Signature: _____ Date: _____

Applications are available online at www.tfid.org and may be emailed to: sidewalkgrant@tfid.org; or by mail to Engineering Department, City of Twin Falls, PO Box 1907, Twin Falls, ID 83303.



Know what's below.
Call before you dig.

PO Box 1907

324 Hansen Street East

Twin Falls, ID 83301-1907

Phone (208) 735-7265

CITY OF TWIN FALLS RIGHT-OF-WAY PERMIT FOR: SIDEWALK / CURB & GUTTER / DRIVEWAY

PROPERTY OWNER: _____

ADDRESS: _____ PHONE: _____

CONTRACTOR: _____ PHONE: _____

CONTRACTOR CONTACT PERSON: _____ CELL PHONE: _____

DESCRIPTION OF WORK: _____

NEW CONSTRUCTION _____ REMOVE & REPLACE EXISTING _____

SKETCH SHOWING AREA OF WORK: On Permit _____ See Attachment _____

PROPERTY CLASSIFICATION: Commercial _____ Multi-Family _____ Residential _____

As the applicant, I understand the conditions of the permit and will comply with the requirements set forth therein. Non-compliance to these conditions may affect approval of future right-of-way permits.

Signature: _____ Date: _____

\$10.00 PERMIT FEE: Collected by: _____ Date: _____

This permit is for the use of the City right-of-way only. No survey has been conducted by the City to determine the location of the right-of-way in this permit. Verification of right-of-way is the responsibility of the applicant. This permit does not alter franchise agreements. This permit is valid for 90 days from the approval date.

Engineering Dept. Approval

Date

Engineering Dept. Final Sign Off

Date

- Please contact **Darren Scott** at **308-1865** or at dscott@tfid.org; or **Garry Denton** at **308-7255** or at gdenton@tfid.org for final sign off to close out this permit.

- See Page 2 for construction, inspection & testing requirements.

Construction Requirements:

- Applicant must contact DIGLINE at 1-800-342-1585, 811, or through the WebTicket Program via their website at www.digline.com. Underground utilities must be located and marked prior to any excavation work.
- All construction must meet the 2015 Idaho Standards for Public Works Construction (ISPWC) and the City of Twin Falls Revisions to the 2015 ISPWC (City Revisions). City Revisions including standard drawings can be found on the City website at www.tfid.org.
- All construction materials must be from a source approved by the City of Twin Falls Engineering Department (gravel, concrete, asphalt, etc.). These requirements include the asphalt patch-back in the street to the adjoining curb & gutter.
- Applicant is responsible for site safety during construction activities including traffic control.
- Applicant must provide a traffic control plan, which must be approved by the City, if there are to be lane or roadway closures.
- The applicant must give the City 24 hours notice before any lane or roadway closures are permitted. Please contact Mark Thomson at 208-308-7326 with closure information.
- Applicant must provide a map of the area the work will be taking place.

Inspections & Testing Requirements:

1. A **visual inspection** is required on all subgrade dirt work.
2. **Inspection & testing** is required on gravel base and concrete forms for sidewalk, curb & gutter & driveway.
3. **Inspection & testing** is required on gravel base for street section for asphalt patch-back.
4. **Visual inspection with final sign off** by City Engineering Department. Please contact Darren Scott at 308-1865 or Garry Denton at 308-7255 for final inspection and sign off.

Projects UNDER 50 linear feet: Shall be tested & inspected by the City Engineering Department. Please contact **Darren Scott** at **308-1865** or dscott@tfid.org; or **Garry Denton** at **308-7255** or gdenon@tfid.org to arrange for testing and inspections. **24 hour notice is required.**

Projects OVER 50 linear feet: Shall be tested and inspected by an **independent firm**. The independent firm shall follow the required inspection process as listed above and submit all testing & inspection documents to the City Engineering Department.

Sketch below or attach map: