

RE: SIDEWALK REPAIR POLICY

POLICY:

ORIGINAL DATE:

APPROVED BY:

REVISIONS:

1. Purpose

Sidewalks must remain in good condition for safety of the traveling public. If a defect is present and it is determined that a sidewalk defect needs repair, the Village will initiate appropriate action to have the sidewalk reconstructed by the property owner.

Village Code Section 197-24 states that the property owner, lessee, occupant or person in possession of any lot or parcel must maintain, at their expense, any public sidewalk abutting such lot or parcel in a clean and safe condition and in a good state of repair.

2. Policy

The Village Engineer, or their designee, will inspect public sidewalks when notified of a potential defect. An inspection of a defect will be made to determine if any of the public sidewalks are defective as defined below. If the potential defect involves a street tree, coordination with the Department of Public Works will be required.

The public sidewalk will be considered defective when it exhibits at least one of the characteristics listed below:

- 1. Problem 1:** The sidewalk has cracked, or an expansion joint heaved, resulting in a vertical grade change of $\frac{1}{4}$ to $\frac{1}{2}$ -inch.
- 2. Problem 2:** The sidewalk has cracked into several pieces, and the cracks have horizontal separation of 1-inch or less.
- 3. Problem 3:** The sidewalk is missing pieces, or sections (full depth).
- 4. Problem 4:** The sidewalk surface is spalling over 50 percent of a single panel to the point that loose material accumulates on the surface.

2.1 Enforcement

Once a portion of a sidewalk is considered defective, a Notice of Violation shall be issued. The notice will include the name of the abutting property owner and the deadline to complete the repairs.

After 30 days, the defective sidewalks will be re-inspected by the Village Engineer or their designee. The sidewalks that have been properly repaired will have the Notice of Violation removed from the record.

If the abutting property owner can provide sufficient documentation that they are in the process of repairing the defective sidewalk, then they shall be granted an extension to complete the repairs. Sidewalks not repaired or granted an extension will be repaired by the Village through the hiring of a contractor, and the costs thereof shall be assessed against the property in accordance with Village Code Section 197-26.

2.2 Time to Repair, Who Completes Work, Method of Repair

All work should be completed no later than one month after the receipt of the Notice of Violation, except where weather conditions prohibit such repair. Defects discovered in the winter months shall start repairs no later than April 1, and be completed within 30 days. At the discretion of the Village Engineer or their designee, an extension may be provided.

The property owner will be allowed to repair their sidewalk as outlined below using a contractor of their choosing. Concrete shall be 4,000 psi and poured to a 4-inch minimum depth in non-driveway areas and a 6-inch minimum depth in driveway areas. No. 3 rebar dowels 12-inch on center maximum shall be used when fixing less than a full flag.

1. Repairs for Problem 1:

- a. Remove and reconstruct panel
- b. Grind up to 1-inch horizontal off the vertical edge for the transition. This will only be allowed once per sidewalk panel.
- c. Slab jacking panel or raising/lowering panel.

2. Repairs for Problem 2:

- a. Remove and reconstruct panel.
- b. Fill crack with epoxy crack filler for cracks with a width smaller than 1-inch.

3. Repairs for Problem 3:

- a. Remove and reconstruct panel.
- b. Square up missing piece area and pour concrete patch to complete flag.

4. Repairs for Problem 4:

- a. Remove and reconstruct panel.
- b. Grind down 1-inch minimum of spalled surface in square shape. Fill area with concrete repair mortar. This will only be allowed once per sidewalk panel.
 - a. Should the grind fail, 4(a) will be required.

2.3 Work Inspection & Record Keeping

The Village Engineer or their designee is authorized to inspect, approve or disapprove the reconstruction or repair of sidewalks as part of this program. The party reconstructing or repairing any sidewalk shall call for inspections by notifying the Village Engineer or their designee when slab has been lifted and subgrade has been brought to the proper elevation, or forms have been set for slab replacement. In the case of slab replacement, a further inspection shall be called for and required upon completion after removal of forms; backfill and seeding have been completed.

The Engineering Department will maintain records showing the date on which each sidewalk was repaired, which properties were found to have defective sidewalks, the nature of the defects found, and the action taken to correct the defect.

2.4 Special Notes

To the extent that any previous rule, regulation policy or past practice, written or unwritten, is in conflict with the provisions of this policy, such is hereby withdrawn, voided and all personnel should conduct themselves in conformity with this policy. The Sidewalk Inspection and Repair Policy is not intended to create and should not be construed in any manner as creating a guarantee that any hazard associated with sidewalk conditions is eliminated by the Village's efforts to maintain public sidewalks in accordance with this policy.

The inspector will determine as best he/she can, the location of property lines in order to determine the proper owner to send a Notice of Violation. It is the responsibility of the property owner to notify the Village if they have received a notice for property other than theirs. If a defective sidewalk overlaps on two properties, a notice will be sent to both properties and they will share proportionately to their frontage on the defective sidewalk.