



## 2023 SHARED COST SIDEWALK AND CURB (SCSC) PROGRAM

The City of Seymour Shared Cost Sidewalk and Curb (SCSC) Program is designed to encourage the reconstruction of residential sidewalks and curbs. Not for profit organizations may also qualify. **The City of Seymour will reimburse \$4 per square foot of sidewalk and \$25 per linear foot of curb, the Applicant pays the rest.** There is no application deadline; however, the number of SCSC Program requests approved will be limited by annual funding.

Follow these steps to participate in the SCSC Program:

Complete the application. Submit the application by email to [ptormoehlen@seymourin.org](mailto:ptormoehlen@seymourin.org) or by U.S. Mail to the Building Commissioner's Office, SCSC Program, 301-309 N. Chestnut Street, Seymour, Indiana 47274.

A Planning and Zoning staff member will review the application and visit the site to inspect and measure the sidewalk and/or curb.

The City will be responsible for any curb ramps at intersections and any alley approach work.

The Applicant will receive a letter from the City via email or U.S. Mail. The approximate reimbursement amount, as well as other important information, will be included in the letter. Please read this participation letter thoroughly.

Review the SCSC Program Standard Specifications.

Applicant hires a qualified contractor or performs the work, if the SCSC Program Standard Specifications can be met. If Applicant performs the work, the City will not reimburse Applicant for labor costs. The City will only reimburse for materials costs.

Applicant is responsible for any necessary tree removal.

Applicant is responsible for obtaining permit(s) from the City prior to the start of any work.

Prior to placing concrete, all formwork must be inspected and approved for compliance with City standards and accessibility.

The City will not reimburse the Applicant if the SCSC Program Standard Specifications are not met.

To schedule an inspection with a Planning and Zoning staff member, please email [ptormoehlen@seymourin.org](mailto:ptormoehlen@seymourin.org) or call 812-522-4746. At least 24 hours' notice required.

After the work is completed to the Applicant's satisfaction and has been inspected and approved by a Planning and Zoning staff member, the Applicant should pay all contractors and suppliers. The City will not pay contractors or suppliers directly.

Upon completion and submission of required documents, the City will issue a check to the Applicant. Please allow approximately three weeks for receipt of payment.

## **2023 SHARED COST SIDEWALK AND CURB (SCSC) PROGRAM**

### **Standard Specifications**

#### **1. Protection of Site**

Each site must be protected by the use of signs, barricades, lights, or yellow caution tape to ensure the safety of vehicles and pedestrians. The applicant is responsible for installing and maintaining such protective devices. If the curb/sidewalk construction will require lane restrictions or closures, you will need to request permission for such restriction/closure from the Board of Public Works and Safety. Requests should be submitted to [mayor@seymourin.org](mailto:mayor@seymourin.org) at a minimum two weeks prior to the closure.

#### **2. Construction Stake Out**

The new curb/sidewalk should be installed at or very near the existing location. If the curb/sidewalk must be relocated, the City Building Commissioner's Office shall be notified at least twenty-four hours in advance of the need for any staking.

#### **3. Utility Location**

Indiana law requires that prior to making any excavation, the property owner or contractor is responsible to ensure all utilities are located and maintained. To request utility location, call 811 or online at [indiana811.org](http://indiana811.org). Any damage to utilities shall be repaired at the property owner's expense and shall meet all standards of the utility involved.

#### **4. Materials**

All concrete shall be "Class A Concrete" as defined in INDOT Standard Specifications.

All sidewalks shall be a minimum of four inches (4") thick, except at driveways and alleys where they shall be six inches (6") thick. All sidewalks shall be placed on a minimum of 3" compacted #53 stone. All sidewalks shall include fiber mesh reinforcement or wire mesh reinforcement. All sidewalks shall be constructed in accordance with the requirements of the Americans with Disabilities Act, the Indiana Accessibility Code, and Seymour City Code § 156.51(N)(3) and (5).

All curb shall match existing and be at least six inches (6") thick at the narrowest point in the gutter line. Curb shall be placed on 6" of compacted #53 stone. There are several styles of curb options included in the attached SCSC Standard Specifications.

Expansion joint material shall be installed at all locations where new concrete meets existing and every 50' or at each property line whichever is a shorter distance. The perforated strip shall be removed. Fill voids with Sonneborn NP 1 or approved equal.

#### **5. Concrete Finishing**

All sidewalks shall receive a broom finish. The finished concrete shall also be sealed with a concrete curing compound such as "Sonosil" or an approved equal applied in accordance with the manufacturers' recommendations. The concrete shall be protected during curing to prevent damage from vandalism or weather. All joints shall be saw-cut within 24 hours of pouring concrete. Joint spacing for sidewalk shall not exceed the width of the sidewalk and for curb shall not exceed twelve feet (12'). Joint depth shall be between one inch (1") and one and a half inches (1.5").

**6. Additional Work**

Applicants may replace other concrete on their property at the same time as the curb/sidewalk. The City will participate only in the curb/sidewalk that is in the City Right-of-Way.

**7. Backfill, Seed, & Mulch**

All areas which are disturbed shall be backfilled, leveled, seeded, and mulched within 48 hours of the sidewalk being poured.

**8. Tree Protection**

All trees adjacent to the proposed curb/sidewalk replacement areas must be surveyed and all trees that require removing shall be at the expense of the property owner.

A. Roots of four inch (4") diameter or larger encountered during excavation shall be reported to the Planning and Zoning Department before being disturbed, torn, or cut.

B. Roots one quarter of an inch (¼") to four inches (4") diameter encountered during excavation shall be cut with a sharp instrument: pruning saw, loppers, hand pruners, wire cutters, etc.

C. Head clearance for equipment to operate under the canopy of existing trees will be determined at least two weeks in advance by the contractor, City Engineer, and Planning and Zoning Department. The Planning and Zoning Department will then see that any necessary tree work is carried out with concurrence of the property owner. Conflicts between equipment and overhead limbs that come up while work is in progress shall be reported to and handled by the Planning and Zoning Department. Under no circumstances should equipment be permitted to bend or break limbs, nor should the Contractor make pruning cuts for this or any other reason.

D. Equipment heavier than a tractor shall not be permitted in any area defined by drip line of each existing tree. The Contractor, City Engineer, and Planning and Zoning Department shall review equipment to be used at least one week in advance, and determine the best strategy for keeping heavy equipment off the root zones.

E. No excavated soil or any other construction material shall be stockpiled within an area defined by the drip line of each existing tree.

F. No activity shall cause injury or mechanical damage, above or below ground, on existing trees except as determined in advance regarding excavation necessary for the work to be done.

**9. Slope Requirements**

The minimum allowable cross-slope is one percent (1%) and the Americans with Disabilities Act (ADA) specifies that the maximum allowable cross slope cannot exceed two percent (2%).

Curb must be installed as to maintain proper drainage within the gutter line.

**Applicant will not receive reimbursement if the installed sidewalk exceeds two percent (2%) cross slope and/or if the installed curb holds water. The Applicant will also not receive**

**reimbursement if the Applicant/Applicant's contractor fails to request an inspection. The forms must be inspected prior to the concrete being placed.**

**Application for 2023 Shared Cost Sidewalk and Curb Program**

Property Owner \_\_\_\_\_ Daytime Phone \_\_\_\_\_  
 Mailing Address \_\_\_\_\_ Evening Phone \_\_\_\_\_  
 City, State, Zip \_\_\_\_\_ Length of Curb \_\_\_\_\_  
 Email address \_\_\_\_\_ Length of Sidewalk \_\_\_\_\_  
 Location of Request \_\_\_\_\_ Width of Sidewalk \_\_\_\_\_  
 Other Comments \_\_\_\_\_

Draw a sketch of your request. Show street names, dimensions, lot lines, curb/sidewalk to be installed or replaced, driveways and any other pertinent information.


- 1) The Shared Cost Sidewalk and Curb Program request does not relieve me of any obligation pursuant to City ordinance and/or state law that requires me to maintain the sidewalk and curb adjacent to my property in a safe manner.
- 2) This work requires me/my contractor to obtain appropriate permit(s) from the City.
- 3) I am responsible for removing, at my expense, any trees necessary to install the curb/sidewalk.
- 4) I am responsible for paying all contractors and suppliers with whom I contract, prior to requesting reimbursement.
- 5) All formwork must be inspected by a Planning & Zoning Staff member before placing any material.
- 6) All construction must meet the current Shared Cost Sidewalk and Curb Program Standard Specifications included.
- 7) This application, if approved, is void if not performed within 120 (one hundred and twenty) days of approval.

***I have read, understand, and agree to the terms above.***

\_\_\_\_\_  
Date of Application

\_\_\_\_\_  
Signature of Property Owner

\_\_\_\_\_  
Date of Application

\_\_\_\_\_  
Signature of Property Owner

Approved Sidewalk Funding \$ \_\_\_\_\_

Approved Curb Funding \$ \_\_\_\_\_