

City of Huxley
Sidewalk/Driveway Permit Application



Permit needed for sidewalk, approach or any construction inside right of way.

Name: _____

Address: _____

Phone Number: _____

Check the following that apply:

- New Construction
- Reconstruction
- Repair
- Replacement

Permit Fee: \$25

Date work is to be started: ____/____/____

Date work is to be completed: ____/____/____

Drawing:

Office use only:

Date inspected and approved: ____/____/____

Comments:

I understand that I shall follow the City of Huxley's Standard Plans and Specifications for driveways and public sidewalks. I also understand my duties and responsibilities as set forth in Chapter 22 of the Municipal Code as stated below:

22.21 POLICY STATEMENT. It is the public policy of this city that the abutting property owner shall have the primary duty to maintain an existing public sidewalk in a safe and functional condition for the use and benefit of pedestrians.

22.23 INDEMNIFICATION OF OWNER. In the case of an action brought against the city for personal injuries caused by the failure of an abutting property owner to perform the duties imposed on the abutting property owner by this the city in accordance with section 364.14 of the Code of Iowa, which reads as follows.

“364.14 When action is brought against a city for personal injuries alleged to have been caused by its negligence, the city may notify in writing any person by whose negligence it claims the injury was caused. The notice shall state the pendency of the action, the name of the plaintiff, the name and location of the court where the action is pending, a brief statement of the alleged facts from which the cause arose, that the city believes that the person notified is liable to it for any judgment rendered against the city, and asking the person to appear and defend. A judgment obtained in the suite is conclusive in any action by the city against any person so notified, as to the existence of the defect or other cause of the injury or damage, as to the amount of the damage or injury. A city may maintain an action against the person notified to recover the amount of the judgment together with all the expense incurred by the city in the suit.”

22.24 OWNER'S DUTY TO REPAIR. It shall be the duty of the owner of an abutting property to repair, replace or reconstruct, within a reasonable time, a defective public sidewalk located within the right-of-way of a public street between the abutting property and the curb line of the public street.

22.25 SNOW REMOVAL. It shall be the duty of the owner of an abutting property to remove, within a reasonable time not to exceed ten hours, the natural accumulations of snow or ice from the public sidewalk located within the right-of-way of a public street between the abutting property and the curblines of the public street. If the abutting property owner fails to perform the duty imposed by this section, the Sidewalk Administrator may have the natural accumulations of snow, and ice removed without notice to the abutting property owner. The cost of such work done by the Sidewalk Administrator shall be certified by the Sidewalk Administrator to the city council and assessed by the city council against the abutting property for collection in the same manner as property tax.

Date

Signature

Sidewalk Administrator/Building Inspector

cc City Clerk
Sidewalk Administrator
Permit Holder

STANDARD PLANS AND SPECIFICATIONS FOR
THE CONSTRUCTION, RECONSTRUCTION,
REPLACEMENT AND REPAIR OF PUBLIC SIDEWALKS
AND DRIVEWAY CROSSINGS.

All construction, reconstruction, replacement and repair of public sidewalks and driveway crossings shall follow the Standard Plans and Specifications as set forth in the “Standard Specifications for the Street and Utility Improvements” as adopted by the City of Huxley.

Any of the above type of work done on sidewalks and driveways must have a permit issued by the Sidewalk Administrator/Building Inspector and must have a permit issued by the Sidewalk Administrator/Building Inspector.

Before any work is done check for utilities. Call Iowa One Call at 1-800-292-8989.

The following are the guidelines for driveways and sidewalks:

Design Standards

Driveways:

- a. Use flared approach for residential driveways; use flared or radius approach for commercial or industrial driveways.
- b. Design driveway approach in commercial or industrial areas to accommodate anticipated traffic.
- c. Construct concrete driveways; six (6) inches minimum thickness; truck traffic may require greater thickness.

Sidewalks:

- a. Provide sidewalks on each side of street; located one (1) foot inside right-of-way line or as directed by city.
- b. Depress street curbs and flare sidewalks at street intersections to construct pedestrian curb ramps.
- c. Minimum width: four (4) feet
Minimum thickness: four (4) inches and six (6) inches at driveways.
- d. Sidewalks shall not be constructed with slopes greater than 5% unless approved by the city.
- e. Use ½” extension joint.
- f. The established permanent grade of all permanent sidewalks shall be at the lot line and shall be one-fourth of an inch above the established street grade for each foot between the property line and the curb line unless such sidewalk is otherwise established by ordinance.
- g. The surface of all sidewalks shall be so as to drop uniformly one-fourth of an inch for each foot of sidewalk from the lot line to the center of the street.

Driveway and Sidewalks:

- a. Construct driveways and sidewalks as shown on standard drawings.
- b. Use concrete with air entrainment and other materials as specified for concrete pavement.
- c. Forms: use wood or steel forms adequately staked and braced to maintain grade and alignment while concrete is placed and finished.
- d. Set base of forms at or below subgrade elevation with top of forms at surface elevation at edge of slab.

- e. Coat forms with form oil before concrete is placed to prevent adherence of concrete.
- f. Forms must be in place at least 12 hours but no longer than 48 hours.
- g. Remove forms with care to prevent cracking, spalling or overstressing concrete.
- h. Backfill up to sidewalk and driveway grade as soon as forms are removed to prevent washing out sub grade base material of sidewalk and driveway.
- i. Allow no traffic on sidewalk or driveway for seven days after pour.
- j. Aggregate cuts shall be done within 24 hours of pour.
- k. Concrete shall be a minimum of 4000#

Driveway and Sidewalks – Standard Drawings – See attached

Curb replacement:

Asphalt Street: Remove curb and gutter to asphalt: Any damage made to asphalt during removal will be repaired by contractor before new curb and gutter is installed. Three dowel pins installed for every 10 feet. Two dowel pins at each end of new curb gutter to existing curb gutter. One dowel pin on each end of curb to existing curb. **Pour back to full depth of street or as instructed by inspector.**

Concrete Street: Remove curb and gutter two foot out from back of curb or at break point. Any damage made to existing street during removal will be repaired before new curb and gutter are installed. Three dowel pins installed for every 10 feet. Two dowel pins at each end of new curb gutter to existing curb gutter. One dowel pin on each end of curb to existing curb. **Pour back to full depth of street or as instructed by inspector.**

Curbs will be poured separate from approach.

No concrete will be placed with temperature below 28 degrees Fahrenheit and frost in ground. If temperature is at or above 28 degrees Fahrenheit for a minimum of 12 hours and ground is frost-free, concrete will then be allowed to be poured provided frost blankets are used.

NOTICE: All sidewalks and ramps will be required to adhere to ADA Specifications. Areas requiring ramps are required to use 24" x 48" cast in place Armor Tile Pads in red color. City will provide specifications and installation instructions on cast in place when needed.

Refer to comments section on permit for any additional requirements.

SUBGRADE PREPARATION

A. Sidewalk Subgrade

1. The Contractor shall remove all the material, which will be displaced by sidewalk. Whenever filling is required to bring the subgrade to the proper elevation, the entire surface to be covered shall be scarified to a depth of at least 6 inches. The subgrade in embankments and fill shall be compacted in lifts of 6 inches or less. The subgrade shall be brought to a firm unyielding surface by tamping with mechanical tamper.
2. All soft, spongy, or yielding spots, and all vegetation or other perishable matter shall be removed and the space filled with suitable material.

3. When different subgrade materials are encountered, the transition zone between the materials shall be removed to a depth of one foot and replaced with one of the materials. The line between each material will be transverse with sidewalk.
4. It is permissible to excavate subgrade to a point 1 inch below the proposed grade and backfill with a maximum of 1 inch of compacted 3/8 inch limestone chips or select material.

SURFACE FIXTURE ADJUSTMENT

- A. Adjust manhole frames and other utility fixtures and castings within area to be paved to conform to finished surface. It shall be the responsibility of the Contractor to cooperate and coordinate with the utility company at the contractors/owners expense to insure proper fixture adjustment.
- B. In no case shall the sidewalk and driveway be poured, or bricks placed around the fixture or area in a manner as to render operation of fixtures difficult or impossible, without removal of a portion of the new sidewalk and driveway. Such adjustments shall be considered incidental to the work.
- C. Clean outside of fixture to depth of pavement before sidewalk and driveway.