



**CITY OF GRASS VALLEY  
ENGINEERING DIVISION**

125 East Main Street  
Grass Valley, CA 95945  
530-274-4373  
Fax: 530-274-4399

**SIDEWALK COST-SHARING PROGRAM APPLICATION**

<b><u>PROPERTY OWNER</u></b>	<b><u>APPLICANT / REPRESENTATIVE (if different)</u></b>
<b>Name:</b>	<b>Name:</b>
<b>Mailing Address:</b>	<b>Mailing Address:</b>
<b>Phone: (    )</b>	<b>Phone: (    )</b>

**ADDRESS OF WORK:** \_\_\_\_\_  
**PROPERTY IS COMMERCIAL ( ) OR RESIDENTIAL ( )**

**THIS SIDEWALK REPAIR PROJECT WILL INCLUDE:**

<b>TREE REMOVAL</b> yes <input type="checkbox"/> no <input type="checkbox"/>	<b>CURB AND GUTTER REPLACEMENT</b> yes <input type="checkbox"/> no <input type="checkbox"/>
<b>CURB RAMP REPLACEMENT</b> yes <input type="checkbox"/> no <input type="checkbox"/>	<b>DRIVEWAY REGRADING / REPAIR</b> yes <input type="checkbox"/> no <input type="checkbox"/>
<b>RETAINING WALL WORK</b> yes <input type="checkbox"/> no <input type="checkbox"/>	<b>OTHER:</b> _____

**DESCRIPTION OF WORK:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

<b>WHO WILL COMPLETE THE SIDEWALK REPAIRS ASSOCIATED WITH THIS APPLICATION?</b>	
<b>COMPLETE ONE COLUMN (See Sidewalk Cost-Sharing Program for more information)</b>	
<b><u>( ) CITY TO REPAIR SIDEWALK</u></b>	<b><u>( ) CONTRACTOR OF APPLICANT/REPRESENTATIVE TO REPAIR SIDEWALK</u></b>
<p>I am submitting:  ( ) This completed Sidewalk Cost-Sharing Application</p> <p>I have read and I understand the City of Grass Valley's Sidewalk Cost-Sharing Program. Upon review and acceptance of this application, the City will prepare a plan and/or description of the necessary repairs and request quotes from contractors. If work on private property is necessary to complete the sidewalk repair, the Property Owner will sign a Temporary Construction Easement provided by the City or the work will not be able to be completed. Once the lowest responsible bidder is determined, I agree to either deposit funds to cover those costs of the improvements not covered under the Sidewalk Cost-Sharing Program within two weeks of being notified in writing or to withdraw this application and temporarily repair the sidewalk to a safe condition in a timely manner.</p>	<p>I am submitting:  ( ) This completed Sidewalk Cost-Sharing Application  ( ) A complete improvement plan showing the sidewalk location and area to be repaired, any trees to be removed, any curb ramps to be replaced, any curb and gutter to be replaced, and any other work necessary to repair the sidewalk.</p> <p>I have read and I understand the City of Grass Valley's Sidewalk Cost-Sharing Program. Upon notification from the City that this application and the corresponding improvement plan has been reviewed and accepted, I agree to follow the steps detailed in the Sidewalk Cost-Sharing Program or I will withdraw this application and temporarily repair the sidewalk to a safe condition in a timely manner.</p>
<b>Signature of Applicant below:</b>	<b>Signature of Applicant below:</b>

# CITY OF GRASS VALLEY SIDEWALK COST-SHARING PROGRAM APPLICATION

**\*\*\*\*TO BE COMPLETED BY CITY\*\*\*\***

<u>( ) CITY TO REPAIR SIDEWALK</u>	<u>( ) CONTRACTOR OF APPLICANT/REPRESENTATIVE TO REPAIR SIDEWALK</u>
<p><b>STEP 1:</b></p> <p><input type="checkbox"/> Application complete</p> <p><b>STEP 2A:</b></p> <p><input type="checkbox"/> Reviewed Site</p> <p><input type="checkbox"/> Site is eligible</p> <p><input type="checkbox"/> Funds available (estimated)</p> <p><input type="checkbox"/> Prepare plan or description and obtain 3 written quotes Select lowest responsible bidder</p> <p>Lowest Bid Amount _____</p> <p>Reimbursable Costs _____</p> <p>Applicant Deposit Required _____</p> <p><input type="checkbox"/> Send notification letter/deposit agreement to Applicant, this completed application, the plan/description of improvements, the lowest responsible bidders quote and TCE (if applicable).</p> <p><input type="checkbox"/> Deposit received, proceed with sidewalk repair</p> <p>Upon deposit of \$_____ by the applicant and submittal of a completed deposit agreement and Temporary Construction Easement (if applicable), the City agrees to construct the improvements described in the attached plans/description and lowest responsible bidders quote. If the improvements are not constructed within six months, the deposit may be returned upon written request.</p>	<p><b>STEP 1:</b></p> <p><input type="checkbox"/> Application complete</p> <p><b>STEP 2B:</b></p> <p><input type="checkbox"/> Reviewed Site</p> <p><input type="checkbox"/> Site is eligible</p> <p><input type="checkbox"/> Funds available</p> <p><input type="checkbox"/> Plans are acceptable</p> <p><b>STEP 3B:</b></p> <p><input type="checkbox"/> Reviewed 3 submitted quotes complying with CA wage rates</p> <p><input type="checkbox"/> Complete the following:</p> <p>Lowest Bid Amount _____</p> <p>Eligible Reimbursable Costs (up to amount based on final cost) _____</p> <p><b>WORK MAY NOT PROCEED UNTIL THE FOLLOWING PERMITS HAVE BEEN ISSUED:</b></p> <p style="margin-left: 40px;"><b>Encroachment Permit No.</b> _____</p> <p style="margin-left: 40px;"><b>Tree Permit No. (if applicable)</b> _____</p> <p style="margin-left: 40px;"><b>Building Permit No. (if applicable)</b> _____</p> <p>The City agrees to reimburse the applicant of this application up to \$_____ but no more than 50% of the overall costs of the sidewalk repairs and no more than \$10,000 for residential properties / \$5,000 for commercial properties. Reimbursement is subject to submittal of all invoices and compliance with all issued permits for the work as described in the Sidewalk Cost-Sharing Program. If work is not completed within 6 months of the date below, reimbursement will not be applicable.</p>
<b>Authorized City Signature below:</b>	<b>Authorized City Signature below:</b>
<b>Title:</b>	<b>Title:</b>
<b>Date:</b>	<b>Date:</b>