



# **VILLAGE OF ELM CREEK**

## **PRESS RELEASE**

### ***For Immediate Release***

535 W Boyd Avenue  
Elm Creek, NE 68836  
(308) 856-4624  
elmcreekne.com

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Issued Date: November 20, 2019

Point of Contact: Suzanne Brodine, Municipal Administrator, 308-856-1005

### **Financial Assistance for Sidewalk Improvements**

On October 23, 2019 The Village of Elm Creek Board of Trustees approved funding for a new program to assist property owners in repairing or replacing public sidewalks. Property owners within the Village are eligible to have up to 50% of the costs of new sidewalk - including excavation, concrete, and seeding – reimbursed to them. Total reimbursement is capped at \$1,200 for a single frontage lot and \$2,400 for a corner lot.

The procedure for receiving funds is as follows:

- Property owners must apply to participate in the program. Applications are available at the Village Hall.
- Applications will be awarded on a first come basis, as funds are available.
- Property owners will have to apply for a building permit. The permit fee is \$10.00
- Property owners must submit an estimate from a licensed contractor with the application to participate in the program, unless the owner is doing the labor themselves.
- Property owners shall be responsible to hire the contractor to perform the work and shall make all payment to the contractor.
- Upon completion of the replacement project, the property owners will request an inspection from the Village. Once the project is certified as complete, in compliance with Village specifications, and that concrete/construction debris has been removed then payment will be made during the next available Village payment schedule.

A Blight and Substandard Study completed in the summer of 2019 assessed public infrastructure in the Elm Creek community and found that lack of sidewalks and poor quality sidewalks were a contributing factor to Blight, which drove the Village Board to investigate ways to make improvements, such as the construction reimbursement program.

Applications will be considered on a first come basis. Don't miss out, apply today!

**Check out our web site at [elmcreekne.com/](http://elmcreekne.com/)**

*We are sending this News Release as a service to the news media and citizens of Elm Creek.*

**VILLAGE OF ELM CREEK  
SIDEWALK REPLACEMENT PROGRAM  
Effective 11/18/2019**

Name	
Address	
Phone Number	
Email	
Sidewalk Location (if different than above)	
Sidewalk Length	
Please attach contractor's estimate, or material quote if owner is performing labor.	

**POLICY STATEMENT:**

The Village of Elm Creek desires to establish a Sidewalk Replacement Program that will assist property owners with the replacement of deteriorated sidewalks and compliment Title XV of the Code of Ordinances. The purpose of this policy is to establish guidelines for the improvement and repair of existing sidewalks in the Village of Elm Creek. This is a primarily a residential replacement program; the Village desires to encourage the maintenance of existing sidewalks within the community and the establishment of sidewalks on existing blocks where none exists. This is not for the construction of sidewalks in new developments.

**Compliance with Village Standards:**

All Sidewalks shall be constructed or reconstructed in accordance with Village standards. All sidewalk construction shall be inspected by the Municipal Administrator or a designated representative to determine compliance with the Village's standards.

1. Sidewalks shall be four (4) feet wide in residential areas; unless constructed curb-side, in which case they shall be a minimum of five (5) feet wide if adjacent parking is parallel or six (6) feet wide for angle parking with bumper overhang. Areas near the school or downtown area may have additional width requirements.
2. Sidewalks shall be constructed of concrete with a minimum thickness of four (4) inches. Where sidewalks cross driveways, thickness shall be increased to six (6) inches. Where sidewalks cross alleyways, thickness shall be increased to eight (8) inches.



3. Sidewalks shall have a cross slope of not less than one-eighth (1/8) inch to each foot and not more than one-fourth (1/4) inch to each foot. The sidewalk profile grade shall be not more than one-half (1/2) inch to each foot, with the edge of the sidewalk nearest the street to be at a level not lower than the top of curb or crown of the street. Proper drainage shall be considered. Steeper profile grade will require consultation with the Village engineer.

4. All surfaces shall have a broom finish transverse to pedestrian direction of flow so as to provide suitable footing for foot traffic.

5. Sidewalks shall provide transition for handicapped at each intersection. Such ramps shall be at least sixty (60) inches wide and so constructed with a cast in place truncated dome; black shall be used in residential areas, yellow in school zones. ADA Solutions, Inc., cast-in-place tactile panels or comparable product is preferred.

#### Repair or replacement of Existing Sidewalks:

The owner of property abutting a sidewalk shall be responsible for maintaining said sidewalk. Such maintenance may be initiated in the following ways:

1. A property owner may request, at any time, to have the sidewalk on their property inspected. Should said inspection reveal that the sidewalk is in need of repair or replacement, the Municipal Administrator shall recommend the application and approval of said application for the Sidewalk Improvement Program.

2. In instances where no sidewalk has been constructed, or no sidewalk is in existence, a property owner may, at any time, submit an application to the Sidewalk Improvement Program.

The costs of such repair or replacement shall be shared by the Village and property owner. As part of the application, the property owner will submit an estimate for materials and construction. Upon approval of the application, the property owner may direct work to be performed. Upon construction completion, the Village will reimburse the owner 50% of the sidewalk construction costs. The Village's participation will be capped at \$1200 on any one property frontage and \$2,400 for properties with two frontages.

#### PROCEDURE

- Property Owners must apply, in writing, to participate in the program. The Municipal Administrator shall determine which requests shall be eligible for reimbursement. Applicant will be notified by the Municipal Administrator if the application has been approved.
- Applications will be awarded on a first come basis, as funds are available.
- The property owner(s) will have to apply for a building permit. The permit fee is \$10.00
- The property owner(s) must submit an estimate from a licensed contractor with the application to participate in the program, unless the resident is doing the labor themselves.
- The property owner shall be responsible to hire the contractor to perform the work and shall make all payment to the contractor.
- Upon completion of the replacement project, the property owner(s) will request an inspection of the project. An inspector from the Village will inspect the project to certify project

completion, compliance with Village specifications and removal of concrete/construction debris. The request for reimbursement will then be forwarded to the Municipal Clerk for processing. Payment will be made during the next available Village payment schedule.

#### GUIDELINES

- The program applies to public sidewalks only.
- The Village's priority is the reconstruction of existing facilities with like facilities in the same location or construction of sidewalk links in residential areas where no sidewalk exists.
- Property Owners shall be responsible for all costs associated with sprinkler repair, driveway repair/replacement, and retaining wall repairs/reconstruction.
- If sidewalk location is proposed to be moved, or widening the sidewalk would be obstructed by existing trees, utilities, or other issues, Village staff will consult with the property owner on location.
- If the existing sidewalk has a water meter and/or valve, the property owner must consult with Village staff for a possible upgrade or adjustment to the infrastructure. Adjustments will be made by Village staff prior to new concrete being poured.
- Sidewalks that lead to the house or other structures are not eligible.
- New (not replacement) sidewalks may be allowed if they fill in a missing segment of existing continuous sidewalk.
- Reconstruction with concrete shall be the only option available for repair or reconstruction under this program.
- By participating in this program, the applicant is not relieved from any liability for future replacement, repair, maintenance, or keeping a clear walkway adjacent to the applicant's property.
- Only work done by licensed contractors shall be eligible for reimbursement AND/OR the property owner will be allowed to do the labor; however, the work must meet Village specifications and reimbursement will be limited to 50% of materials cost only



SIDEWALK PROGRAM BUILDING PERMIT FEE \$10.00

**Building Permit Application  
Village of Elm Creek**

535 W Boyd Avenue  
PO Box 130, Elm Creek, NE 68836  
308-856-4624 · villageofelm creek@gmail.com

OFFICE USE ONLY			
Date Received:		Permit#:	
Issued By:		Date:	

<b>Estimated Construction Cost:</b>

Permit Type	Items Required for Submittal
<input type="checkbox"/> Footing/Foundation <input type="checkbox"/> Site Work <input type="checkbox"/> New Building <input type="checkbox"/> Fence <input type="checkbox"/> Carport <input type="checkbox"/> Accessory Building <input type="checkbox"/> Relocation <input type="checkbox"/> Demolition <input type="checkbox"/> Building Addition <input type="checkbox"/> Building Renovation  Sign (Choose Class Below) <input type="checkbox"/> Wall <input type="checkbox"/> Digital <input type="checkbox"/> Canopy <input type="checkbox"/> Billboard <input type="checkbox"/> Free Standing <input type="checkbox"/> Projecting <input type="checkbox"/> Temporary <input type="checkbox"/> Roof <input type="checkbox"/> Off-Premise	Site Plan Legal Description Physical Address Plans  <b>Type of Sign Work</b> <input type="checkbox"/> Erect <input type="checkbox"/> Alter <input type="checkbox"/> Move <input type="checkbox"/> Repair
<b>Proposed Use of Structure:</b>	

Applicant Information	
Name: _____	Mailing Address _____
City: _____	State: _____ Zip: _____
Phone: _____ Cell: _____	Email: _____

Contractor Information	
Name: _____	Mailing Address _____
City: _____	State: _____ Zip: _____
Phone: _____ Cell: _____	Email: _____
State License #, if applicable: _____	

Job Site Information	
Physical Address: _____	
Lot: _____	Block: _____ Subdivision: _____
Zoning: _____	Flood Zone: _____ Flood Development Permit: _____
Total Square Footage: _____	Height: _____
FOR SIGN PERMITS ONLY – Description and location of all existing signs on site:	

I hereby certify I have read and examined this application and corresponding documents. All provisions of laws and ordinances governing this work will be complied with, whether specified or not.

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Notice: This permit expires within 180 days after issuance if no construction activity has taken place.

**Building Permit Application  
Village of Elm Creek**

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OFFICE USE ONLY			
Date Received:		Permit#:	
Number of Attachments:			

<b>Estimated Period of Construction:</b>

Sketch (Or Attach Plans/Renderings)

Permit for Structure:	Plans or sketch must include all adjacent streets, property lines, setbacks, total lot size in square feet, and square footage of existing structures.
Permit for Sign:	Plans or sketch must include adjacent streets, property lines, and setbacks. Size, shape, and square footage for each visible face must be included.
Other Permits:	Plans or sketch must include all adjacent streets, property lines, and setbacks.

**Digger's Hotline 811**

Additional Requirements for Submittal	
<input type="checkbox"/>	Attach Flood Plain Development Permit (If located within a Flood Plain).
<input type="checkbox"/>	Attach approval by Power District.
<input type="checkbox"/>	Attach other:

Notice: This permit expires within 180 days after issuance if no construction activity has taken place.