



**City of Bristol**  
DEPARTMENT OF PUBLIC WORKS  
BRISTOL, CONNECTICUT 06010

## **CITY OF BRISTOL – PUBLIC WORKS RESIDENTIAL SIDEWALK REPAIR PROGRAM**

In accordance with City Ordinance Section 21-37, City property owners that own land upon or adjacent to a sidewalk are responsible for the repair, maintenance and for keeping sidewalks in safe condition for use by the public.

The City's Sidewalk Repair Program offers financial assistance to property owners to reduce the cost for the repair or replacement of sidewalks.

This program is based on availability of funding and will be distributed on a first come, first served basis, unless otherwise determined by Public Works.

This program is limited to residential dwellings, defined as 1 to 5 family unit dwellings. Cost sharing is limited to sidewalks that are:

1. In need of repair/replacement for safety reasons AND
2. Are repaired or replaced by a contractor that is licensed and bonded by the City.

Cost sharing shall include the restoration of property immediately affected by the repair or replacement (i.e. a portion of the residents driveway disturbed, loam and seed to address lawn damage, and adjacent private walks).

Reimbursements will not exceed the unit cost offered by the City sidewalk contract. The percentage of reimbursable costs is between 10% – 50% based on the dwelling type. Percentage of grant share will be the portion of the actual cost or the percentage of the City contract cost for a comparable repair, whichever is less.

### **Procedures**

- Property owner(s) completes and submits a Residential Sidewalk Repair Program Request form to Public Works to participate in the sidewalk repair program.
- Public Works will visit the property address and assess the need for repair or replacement based on City safety requirements. The site visit will be documented, with photos as needed, and kept on file in Public Works.
- Public Works will then send a letter to the property owner and advise them of the site visit findings, and if warranted, will add the property to the list of requests for participation in the Sidewalk Repair Program.
- Work will be completed during the warm weather construction season of that calendar year.

Once construction is complete, the bill for City-approved projects should be sent to Public Works by the contractor. The City will in turn bill the property owner for their portion of the pre-approved work. If a property owner chooses to have additional work done that was not pre-approved by the City, the contractor must bill the property owner directly for that portion of work.

If a property owner wishes to proceed with repairs at their own expense due to program delays, they may do so using a licensed and bonded contractor. If the property owner had previously requested to participate in the Sidewalk Repair Program, and an initial assessment/inspection had been performed by the City Engineer prior to the property owner hiring a contractor and obtaining a Sidewalk Permit from Public Works, reimbursement will be available to them, with appropriate copies of paid invoices, once their property becomes eligible for the Sidewalk Repair Program in a future calendar year.

All work associated with the repair and replacement of sidewalks shall be completed in accordance with requirements of the City ordinances, policies and specifications. No reimbursement of cost will be provided without compliance with these requirements. All work must be performed by a contractor licensed and bonded by the City of Bristol. The contractor shall obtain a sidewalk repair permit prior to performing any work. The sidewalk repair permit is available from Public Works (584-6297).

**Program Notes:**

To be considered for the Sidewalk Repair Program, property owners must submit a Residential Sidewalk Repair Program Request form to Public Works.

Once a request has been submitted, property owners are responsible for notifying Public Works if they are no longer interested in participating in the program.

Property owners are responsible for taking preventive measures to ensure the safety of the public using the sidewalk(s) abutting their property at all times.

Property owners are responsible for submitting all documentation as requested by Public Works. Failure to provide documentation as requested will void the original request to participate in the Program.

Property owners are responsible for any and all costs incurred to repair sidewalks that have not been deemed a safety concern by Public Works.

Public Works is responsible for visiting the property, determining the need for repair/replacement, documenting the results of the visit, and notifying the resident of their findings.

Property owners are required by City Ordinance 21-37 to maintain sidewalks abutting their property. Failure to do so can result in citations and/or fines. The City is not liable for any injuries or claims resulting from sidewalks abutting residential properties.