



SIDEWALK IMPROVEMENT PROGRAM “HOW-TO” GUIDE

Thank you for reviewing the Sidewalk Improvement Program “How-To” Guide. It contains valuable information on completing the necessary corrections to your sidewalk.

- A. How to get started
- B. Contact a contractor or do it yourself
- C. Sidewalk permitting requirements
- D. Sidewalk installation or panel replacement steps
- E. Sidewalk sealant guidelines and material
- F. Inspections Requirements
- G. Agreements and Deadlines
- H. Who to contact with questions
- I. Sidewalk Installation/Replacement Design Standards

A. How to get started...

- Examine the markings on **your** (abutting) sidewalk:
 - **PINK paint represents panels that need to be removed and replaced.** (If your panel is raised, creating a 1” fault, mud-jacking is an alternative option. However, if the panel is cracked or cracks during the mud-jacking process, the panel will be required to be replaced.)
- **Review** the Sidewalk Inspection Report for pictures, quantities and estimated costs.
- Calculate the deadline:
 - **120 days** from date of notice for repairs
 - September 15th for new sidewalk installation

B. **Contact a qualified sidewalk contractor and secure their services, or complete the work yourself.** A list of potential sidewalk contractors, who have agreed to the City estimate, is provided for your use.

3J Services
 PO Box 39
 Granger, Iowa 50109
 515.943.0770

Dystra Concrete
 PO Box 5
 Adel, Iowa 50003
 515.321.9491

The list is provided only as a reference – contractors identified are not “City preferred” or “pre-qualified”. ALL FINANCIAL AGREEMENTS ARE BETWEEN THE PROPERTY OWNER AND CONTRACTOR. It is RECOMMENDED to get a written quote prior to hiring a contractor.

C. A SIDEWALK PERMIT (Sidewalk or Parking Area Permit) Application is required on all work performed on the sidewalk, and in the right-of-way. The application needs to be approved prior to commencing replacement or installation work. A permit has been included with this packet and is also available at the following locations: Public Works Facility, 805 University Avenue, City Hall, 230 Hickman Road, or online at <http://www.waukee.org/sidewalk.html>. The permit fee has been waived for the sidewalk improvement program. Please allow 10 business days for a permit to be approved. Notification of approval will be via telephone, no permit will be mailed to property owner.

D. SIDEWALK INSTALLATION OR PANEL REPLACEMENT:

1. **The sidewalk contractor or property owner must contact IOWA ONE CALL- prior to any sidewalk construction.**
<http://www.iowaonecall.com/>



Call Before You Dig!
1-800-292-8989
Notification service for locating underground

An Iowa One Call field person will come out to the property and locate any underground utilities in the general area of the sidewalk construction. There is no fee for the service.

A notice must be given to IOWA ONE CALL at least forty-eight (48) hours prior to the commencement of your project, excluding Saturdays, Sundays and legal holidays. When Iowa One Call receives a notification from a homeowner/contractor a “locate request” is processed immediately and transmitted to the appropriate utility. The various Utility personnel will mark their utility location with flags and paint markings, showing where their underground facilities are located so the excavator can avoid damaging the facilities.

When you call, be prepared to give an Iowa One Call operator the following information:

- Street address of the proposed area of excavation.
- The name and address of the excavator.
- The excavator’s telephone number.
- The type and extent of the proposed excavation.
- Whether the discharge of explosives is anticipated.
- The date and time when excavation is scheduled to begin.
- Approximate location of the excavation on the property.

Each locate request that is processed is assigned an eight-digit serial number by the computer. This number contains all the information about your call. It is important to write this number down and keep it with your records. This number will be very helpful if for any reason you need to call the ONE CALL center back regarding your locate needs.

▪ *Irrigation systems should be located by homeowner to avoid damage.*

2. **The sidewalk contractor or property owner will need to layout the sidewalk location prior to excavation of the area.** The sidewalk should be designed based on the **Sidewalk Installation Design Standards** listed below. A City inspector will gladly come

out to the property prior to forming up the sidewalk if there are any questions regarding the layout or potential utility conflicts.

Contact Waukee Public Works at 515.987.4363 if any utilities (sanitary sewer/storm sewer manholes, storm sewer intakes, stop box lids, water valves, power poles, telephone pedestals, etc) interfere with the typical location of the sidewalk, or require adjustment. The City will adjust the water service stop box if it is located within the sidewalk at no cost to the homeowner. A City inspector will come out to the site and determine the most appropriate remedy to the conflict.

- 3. The sidewalk contractor or property owner needs to contact Waukee Public Works 515.987.4363 to schedule a sidewalk installation inspection 24-hours prior to pouring any concrete.** A City inspector will review the layout and forms to ensure compliance with the minimum **Sidewalk Installation Design Standards**. Please remember that once sidewalk removal has occurred, barricades need to be installed for the safety of pedestrians until the panel or new sidewalk is completed.

Inspections will be available Monday – Friday 7:30 a.m. to 4:00 p.m.

- 4. Upon, an approved, inspection the sidewalk may be poured and finished.** Following the concrete placement and finishing, the sidewalk should be backfilled with clean dirt and sod laid. Sidewalk removal, replacement and backfill process should take place within a 14 day period of time.
- 5. Once the sidewalk has been poured and finished, the forms removed, the sidewalk has been backfilled and sod installed, and any construction debris has been removed, a final inspection needs to occur.** Contact Waukee Public Works to report that the installation has been completed and a City inspector will review the property.
- 6. Inspections are necessary on all sidewalks where deficiencies were noted, including sealant.** Please contact Public Works to schedule an inspection for your property.
- 7.** A concrete recycle area will be available for removed sidewalk concrete at the south end of 3rd Street in the City lot Monday – Friday from 7:30-4:00pm and on Saturday from 7:30-noon. Please call for more information 515.987.4363.

E. SIDEWALK MAINTENANCE/SEALANT:

Sidewalk deficiencies noted for deteriorated expansion material, joint cracking, and cracks less than ½", and/or holes, have the option to seal the opening with a polyurethane sealing product of light color. **Follow manufactures installation guidelines**, and use in conjunction with backer rod where necessary. Barricades are necessary to avoid damage of sealant during curing. **Sealant is required across the entire joint or crack.**

Following is a list of possible options:

- **Waukee Hardware**, located at 380 6th Street in Waukee, phone 987-4574, stocks a product called PL Polyurethane® Self-Leveling Concrete Crack Sealant by Henkel Consumer Adhesives to be used in conjunction with backer rod.

- **Carroll Distributing & Construction Supply, Inc.**, located at 701 NE Broadway in Des Moines, phone 280-1122, stocks a product called EUCO30 by Euclid Chemical Company to be used in conjunction with backer rod.
- **Logan Contractors Supply, Inc.**, located at 4101 106th St. in Des Moines, phone 515-253-9048, stocks a product called SikaFlex 1CSL by Sika to be used in conjunction with backer rod.
- **Stetson Building Products, Inc.**, located at 510 SE 9th St. in Des Moines, phone 243-6286, stocks a product called Vulkem 116 by Tremco in the color limestone to be used in conjunction with backer rod.

This list is provided as a reference only there are a variety of products and retailers available. The referenced products may be bought from other sources.

F. INSPECTIONS are required on all sidewalk repairs (Installation/Replacement – 2 Inspections; Sealant – 1 inspection). For replacement or installation of a sidewalk a pre-pour inspection is needed. The City Inspector will review the layout, forms, sub-base, as well as concrete washout facilities. Upon completion of replacement, installation, and/or sealant a final inspection is necessary. Contact Waukee Public Works, at 515.987.4363, to schedule inspections or report that the corrections have been completed and a City inspector will review the property.

Inspections are available Monday – Friday 7:30 a.m. to 4:00 p.m.

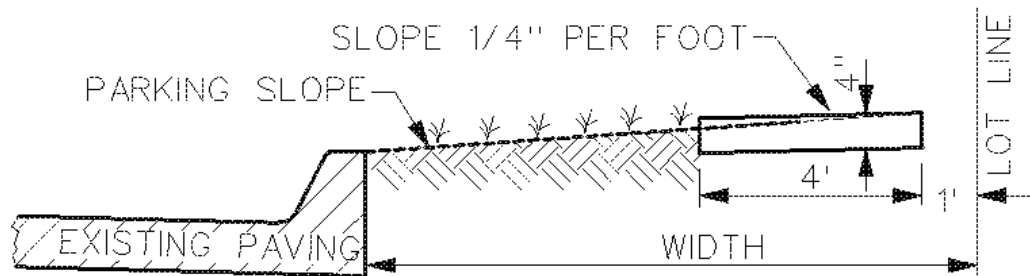
G. AGREEMENTS AND DEADLINES are the responsibility of the property owner.

- Financial Agreements are between the Property Owner and the Contractor. It is the responsibility of the property owner to take the necessary steps to protect their interests when engaging contractors.
- COMPLETION OF NECESSARY REPAIR/**REPLACEMENT** AND MAINTENANCE CORRECTIONS IS A **120 DAYS FROM DATE OF NOTICE.**
- DEADLINE FOR INSTALLATION OF NEW SIDEWALK IS **SEPTEMBER 15TH**

H. WHO TO CONTACT with questions regarding the Sidewalk Improvement Program and/or your specific property. The City Inspector is available Monday – Friday between 7:30am - 4:00pm and can be reached at 515.987.4363. More information is available on the City website at www.waukee.org/sidewalk.html.

I. SIDEWALK INSTALLATION DESIGN STANDARDS

- Sidewalk location shall be 1' to the street side of the lot line as shown in the detail below.



- The 4' wide public sidewalk thickness shall be 4" (minimum) of portland cement concrete, **C-4** mix design required. Where the sidewalk crosses the driveway, the thickness shall be 6" (minimum) or the thickness of the driveway, whichever is greater.
- Transverse or longitudinal expansion joints shall be installed whenever sidewalk is placed against a driveway, existing sidewalk slab and at property lines. Expansion joints should also be placed along both sides of the driveway-sidewalk intersecting line when a new sidewalk is built across an existing driveway.
- Expansion joints shall be constructed by installing a 1/2 inch thick strip of approved non-extruded, pre-molded joint material for the **full depth of the concrete**. Any expansion joint material protruding above the finished work shall be carefully trimmed to the level of the abutting concrete. Expansion joints shall be installed: at the end of each day's work; at other times when the process of pouring concrete is stopped for 30 minutes or more; at street; when abutting existing concrete.
- Contraction joints for sidewalks may be either sawed or formed by a hand jointer or groover tool with less than 1/2 inch width. In lieu of forming, joints may be sawed with a 1/8 inch blade saw to a depth of 1/3 the pavement thickness. The spacing of the contraction joints will equal the width of the sidewalk.
- **Apply liquid curing compound in fine spray to form continuous, uniform film on surface.** Apply compound with power sprayer, operating at 40 psi or less, rate of application: 0.03 gal. per square yard; do not dilute compound. Apply to surface after finishing and after surface moisture has disappeared; apply to pavement edges within 30 min. after forms are removed. Concrete damaged by rain or freezing: remove and replace.
- Sidewalk panels that contain a fault of 1" or greater and is without cracks, leveling may be an option. However, *grinding of the fault area is not permitted*. Contact the City Inspector for more information.
- Finish edges of sidewalk with an edging tool having a radius of approximately 1/2 inch. Broom the sidewalk surface with a soft broom at right angles to the side forms.

- The contractor shall remove all the material which will be displaced by the sidewalk, including all soft, spongy, or yielding spots, and all vegetation or other perishable matter. Sidewalk sub-grade should be brought to a **firm unyielding surface of 1"-2" in depth aggregate** by tamping with a hand tamper weighting not less than fifty (50) pounds. Vibrating tampers will be permitted when granular sub-grade is used. **Compacted 1" roadstone or approved equal is an acceptable subgrade (sand is not acceptable).**
- Sidewalks should be installed parallel to the street whenever possible. Deviation may be permitted to avoid conflicts such as trees, power/telephone poles and/or other utilities. Contact the City Inspector if you encounter an obstacle.
 - a. In no case shall a sidewalk be installed closer than 3' from the back of curb without property owner consent.
 - b. In no case shall a sidewalk be installed closer than 3' from a tree trunk without property owner consent.
- Driveway slopes may be permitted up to ½" per 1'.
- The preferred sidewalk tilt shall be ¼" per 1' with a maximum permitted tilt of ½" per 1'.
- Sidewalks that pass through a driveway and have a tilt exceeding ¼" per 1' shall make a smooth transition to a tilt not exceeding ¼" per 1' within 12' on either side of the driveway.
- The sidewalk elevation may be permitted to a maximum of 2" per 1' above the curb elevation. Although not preferred, the sidewalk elevation may be permitted to a maximum of 12" below the curb elevation in those cases where the existing right-of-way grade drains water into the property and the proposed sidewalk grade would not worsen or adversely impact any structure on the property.