



MICHAEL P. GALIME
MAYOR

CITY OF UTICA

DEPARTMENT OF ENGINEERING
1 KENNEDY PLAZA, UTICA, NEW YORK 13502
PH.315-792-0152 | FAX. 315-792-0236

NICHOLAS BRIDENBECKER
DEPUTY CITY ENGINEER

Sidewalk Rebate Program

The City of Utica offers a rebate program to help offset the cost of replacement of the sidewalk to the owner.

The Rebate Program is as follows:

- Home owners are eligible for a rebate of \$8.00 per square foot of mainline walk.
- Commercial and non-profits are eligible for a \$8.00 per square foot rebate up to \$2,000.00 (if a corner lot the rebate cap is \$2,000.00 per street)

Community Development Block Grants (CDBG) Rebate Program

- CDBG applicants are eligible for a \$10.00 per square foot rebate. See requirements below.
 - See attached map for CDBG area coverage.
 - The street must've been repaved within the last 3 years
 - Property owner is replacing asphalt or slate with new concrete
 - Property is located in "Center City" where Utica Neighborhood Housing Services have improved the home's exterior
 - Property was purchased from the City of Utica Urban Renewal Agency.
- If the Applicant's property meets any of the above conditions, the city will also provide a rebate for the driveway apron and private walks between the curb and the mainline walk.

Obtain the application to see rebate program procedures and confirm eligibility.

Any questions regarding this program can be referred to Andrew Karas (315) 792-0152.



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Permits for Sidewalk Construction

The Engineering Department issues permits for the construction or replacement of sidewalks.

The City of Utica does offer a rebate program to help offset the cost of replacement to the owner.

The procedure is as follows:

1. The property owner obtains, fills out and submits the sidewalk permit application to the City Engineering Department.
2. The property owner hires a contractor.
3. Property owner or contractor obtains the permit and the rebate paperwork (voucher, an Affidavit).
4. Contractor will schedule a pre-pour inspection with the engineering department.
5. The contractor or property owner returns the filled out paperwork with a copy of the paid bill or the bills for all materials if self-installed.
6. The Engineering Department will inspect, measure and photograph the sidewalk for the rebate.
7. The paperwork is processed for payment once the final inspection is complete.

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SIDEWALK SPECIFICATIONS

1. In the following specifications, the word sidewalk shall be understood to cover both sidewalk and drive walk (walk through driveways), except where otherwise noted. Sidewalks shall have a minimum width of five feet, unless otherwise ordered. Sidewalks shall have a minimum thickness of four inches and drive walk shall have a minimum thickness of six inches and both shall be placed on a foundation of gravel or equally suitable material six inches in depth.
2. **Gravel:** The area for sidewalk shall be cleared and grubbed and brought to finish sub-grade by excavation or fill as required and firmly compacted to the satisfaction of the Engineer. The completed sub-grade shall extend six inches in excavation, and 12 inches in embankment beyond the sidelines of the completed work. Slopes of both cut and fill from these outside lines shall not be made steeper than one on one and a half unless otherwise directed. Areas on which fill is to be made shall be cleared of all vegetable matter or unsatisfactory material. All surplus waste, and unsatisfactory materials must be removed from the work and additional material required for fill furnished from an approved source. Such material shall contain no roots, sod, or rubbish.
3. **Forms:** Forms shall be of lumber two inches thick or of steel of equal rigidity and strength. Flexible strips may be used on curves. They shall be rigidly staked and braced with their upper edges conforming to the required pitch and to the established line and grade. All forms shall be properly cleaned before any material is deposited against them.
4. **Reinforcement:** Wire fabric for the concrete reinforcement shall be embedded at the mid-depth in the slab. The wire fabric shall consist of #6-gauge wire at six inch centers transversely and longitudinally and conform to the requirement of ASTM-A185.
5. **Expansion Joints:** Expansion joints shall be of the pre-molded type and shall conform to the required specifications under New York State Item No. 608.43. Pre-molded expansion joint filler for use in sidewalk construction shall, unless otherwise specified, be one-half inch in thickness, four inches in depth for sidewalks, six inches in depth for drive walks and laid in one piece as long as the full width of the slab. Expansion joint material shall extend from the surface to the sub-grade at right angles to the surface and shall be placed at 20' intervals. They shall also be placed at all areas where walks intersect, where the walk intersects a curb line and at all other locations as may be directed

6. **Class D = Concrete:** Shall conform to New York State Specifications Section 501 Portland cement concrete with fiber.
7. **Finish:** The concrete shall be spaded against the forms, struck off and tamped with template and shall be floated first with a wood float until the surface has a true contour. The concrete surface between the transverse construction joints shall be scored at such intervals so that the finished walk will be marked in squares. The concrete shall then be lightly broomed to a uniform texture. Care shall be taken to not bring to the surface an excess of water and fine sand by over finishing
8. **Protection and Curing:** Each section of walk shall be completed by the same day started. Sections when completed shall be protected from traffic by suitable barricades and bridges and shall not be opened for use until the end of the curing period. Curing shall be accomplished by the use of waterproof paper blankets laid directly on the finished work as soon as this can be done without marring the surface. Blankets shall be of a type acceptable to the Engineer and shall be of a width and length so that the work will be completely covered. The edges of the blankets and laps between blankets shall be securely weighted down with windrows of earth or by other acceptable means to prevent movement of air beneath the blankets. Blankets shall be left in place for at least three days during warm weather. During cooler weather the curing period will be lengthened as directed or as called for. In lieu of the above, an approved curing compound may be applied to the concrete surface.
9. **Backfill:** After completion of the walk, backfill of selected material shall be placed against the sides of the walk to a level with the edge.
10. **Measurement and Payment:** Under the reimbursement program, only main line walks are eligible for payment. In commercial areas maximum payment width is six feet.

Measurements shall be confirmed by the City Engineering Department.

Revised: March 11, 2022

Sidewalk Permit Application

Property Information:

Owner: _____

Address: _____

Mailing Address: _____

(if different from above)

Phone Number: _____

Property Type

_____ Residential, _____ # of dwelling units

_____ Commercial / Not-for-Profit

Existing Sidewalk Information

Material _____ Concrete _____ Asphalt _____ Slate _____ non-existent (grass)

Contractor Information:

Name: _____

Phone Number: _____

ENGINEERING DEPARTMENT USE:

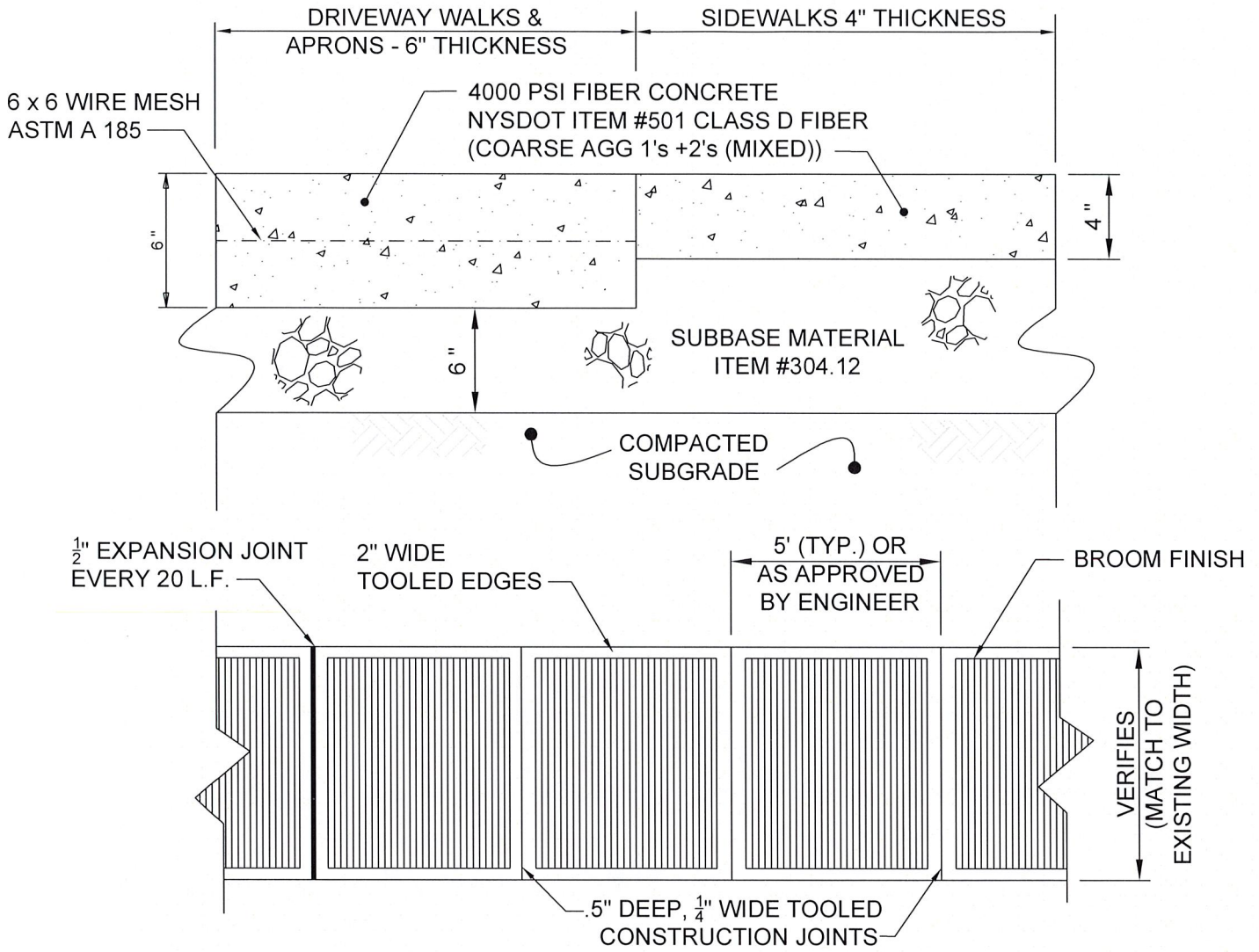
Property in CDBG Zone _____

_____ Street Re-pavement Year

_____ Property purchased from Utica Urban Renewal Agency

_____ Property is located in the "Central City" where exterior home improvements were done by Utica Neighborhood Housing Services

CITY OF UTICA
STANDARD CONCRETE SIDEWALKS



NOT TO SCALE

MAXIMUM SIDEWALK SLAB SIZE SHALL BE - 5 FT. X 20 FT. WITH .5" DEEP, 1/4" WIDE TOOLED CONSTRUCTION JOINTS EVERY 5 FEET, OR AS APPROVED BY ENGINEER

USE 1/2 INCH PREMOULDED EXPANSION JOINT MATERIAL BETWEEN ALL SLABS AND WHERE NEW WALK ABUTS EXISTING CONCRETE SIDEWALKS, BUILDINGS, LIGHT POLE BASES, CURBS, ETC.

"TOOL" ALL SIDEWALK EDGES

SIDEWALK SURFACES TO HAVE A NON SLIP BROOM FINISH

MATCH EXISTING SIDEWALK SLAB SIZES.

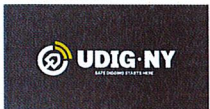
CONTRACTOR MUST FOLLOW THE NYSDOT WORK ZONE TRAFFIC CONTROL GUIDE.

ALL SIDEWALK SLOPES TO CONFORM WITH NYSDOT ADA 608-01 STANDARDS.

THE CITY ENGINEER RESERVES THE RIGHT TO ALTER SPECIFICATIONS AS REQUIRED

CALL BEFORE YOU DIG:

NYS CODE RULE 753
 REQUIRES THAT YOU CALL
 BEFORE YOU DIG



CALL UDIG NY
 AT 811

CITY ENGINEER TO INSPECT WORK SITE, (24-HOUR MIN. INSPECTION REQUEST REQUIRED, PHONE #315-792-0152) PRIOR TO CONCRETE POUR. FAILURE TO SCHEDULE INSPECTION WILL VOID THE REBATE

DATE: 4/2/2019
 REVISION 1 DATE: 4/19/21
 REVISION 2 DATE: 5/8/24
 REVISION 2 DATE: