

# Sidewalk and Driveway Approach Application/Permit City of Glenwood, IA

Office Use ☐Receipt #: \_\_\_\_\_  
Permit Fee: \_\_\_\_\_Date: \_\_\_\_\_  
Building Permit #: \_\_\_\_\_

1. Owner/Applicant: \_\_\_\_\_ Home Phone: \_\_\_\_\_  
2. Applicant's Address: \_\_\_\_\_ Work Phone: \_\_\_\_\_  
3. Sidewalk/Driveway Address: \_\_\_\_\_ Cell Phone: \_\_\_\_\_  
4. Legal Description: LOT \_\_\_\_\_ BLK \_\_\_\_\_ ADDITION \_\_\_\_\_ Zone: \_\_\_\_\_

☐ Removal ☐ New ☐ Reconstruction

Handicap Ramp Required

5. Sidewalk Length \_\_\_\_\_ Driveway Width \_\_\_\_\_ ☐ Yes ☐ No

6. Date of Commencement: \_\_\_\_\_ Estimated Date of Completion: \_\_\_\_\_

7. Contractor: \_\_\_\_\_ Work Phone: \_\_\_\_\_  
Contractor's Address: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

8. All persons performing work in City street or street right-of-way shall be qualified and have adequate experience in replacing street paving and curb & gutter.

9. A FINAL INSPECTION MUST TAKE PLACE BY A STREET DEPARTMENT EMPLOYEE PRIOR TO THE PLACEMENT OF CONCRETE FOR STREET PAVEMENT, CURB AND GUTTER, SIDEWALK OR DRIVEWAY APPROACHES. ALL MATERIALS MUST BE APPROVED BY THE CITY.

10. Sidewalks shall be on all street lines of said property. Email: \_\_\_\_\_

11. I have received a copy of the City of Glenwood sidewalk regulations. ☐ Yes ☐ No

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Please allow approximately seven (7) days for processing this application

## Voluntary Residential Sidewalk Program/Administrative Sidewalk Policy for Business or Residential Sidewalks

1. City contribution shall be for the concrete cost only, subject to available funds.
2. Location of the sidewalk must accompany this application.
3. Sidewalk shall be constructed in compliance with the City Ordinance governing sidewalk construction or by approval of the Public Works Director and/or the Zoning Administrator.
4. Applicant must certify to the Public Works Director and/or the Zoning Administrator the actual cost of the concrete for the improved sidewalk before funds are disbursed to the property owner.
5. Public Works Director and/or Zoning Administrator must approve this application before sidewalk construction may begin.  
(City contribution shall not exceed 50% of the total cost of the concrete with a maximum of \$250.00 per applicant.)
6. Reimbursement made to: \_\_\_\_\_

Sidewalk Concrete Cost: Estimate: \_\_\_\_\_ Actual: \_\_\_\_\_

City Contribution: Estimated: \_\_\_\_\_ Actual: \_\_\_\_\_

BEGIN sidewalk construction: ☐ Approved ☐ Disapproved By \_\_\_\_\_ Date: \_\_\_\_\_CITY COUNCIL: Date \_\_\_\_\_ ☐ Approved ☐ Disapproved Mayor \_\_\_\_\_

Project Must be Completed By: \_\_\_\_\_

(Applicants must have work completed and the request for a final inspection by the Public Works Director and/or Planning Administrator within sixty (60) days from the date of approval by the City Council or the permit is void.)

FINAL INSPECTION: On this date \_\_\_\_\_, I have inspected the sidewalk as proposed herein and

Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ the construction and disbursement of funds for said sidewalk.

SIGNED:

DATE:

## Certificate of Approval

### City Zoning Administrator

On this date \_\_\_\_\_, I recommend this application be Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ subject to or by reason of the following: \_\_\_\_\_

Signature of Zoning Administrator: \_\_\_\_\_