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LICENSE
RECEIPT
AND BOND
OR COPY
OF CHECK
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CITY OF ROYAL OAK, MICHIGAN

**APPLICATION FOR SIDEWALK BUILDERS LICENSE
UNDER CITY CODE 650**

(An Ordinance to Regulate the Building and Repair of Sidewalks)

TO THE CITY ENGINEER:

The undersigned hereby makes application for a license to engage in the business of building, rebuilding, and repairing sidewalks in the City of Royal Oak, Michigan. The applicant declares that he has read and that he understands the provisions of the Ordinances relating to the building, rebuilding, and repair of sidewalks and that he will strictly comply herewith. He further agrees to be governed in all respects by all rules, regulations, and specifications which are now or may be hereafter adopted by the City Engineer for the building, rebuilding, or repair of sidewalks. He further declares that he is experienced in and competent to build sidewalks.

<p>APPLICANT: BUSINESS NAME OR INDIVIDUAL NAME: _____ BUSINESS ADDRESS: _____ CITY/STATE/ZIP: _____ BUSINESS PHONE: _____ APPLICANT NAME (PRINT) _____ APPLICANT TITLE: _____ E-MAIL ADDRESS: _____</p>	<p>REFERENCES: NAME: _____ ADDRESS: _____ NAME: _____ ADDRESS: _____ NAME: _____ ADDRESS: _____</p>
<p>APPLICANT SIGNATURE: <i>(Requires Notary Below)</i></p>	

The names of all persons interested in the foregoing application for license are:

PARTNER: _____	PRESIDENT: _____
ADDRESS: _____	SECRETARY: _____
PARTNER: _____	TREASURER: _____
ADDRESS: _____	MANAGER: _____
	STATE IN WHICH INCORPORATED: _____

TO BE COMPLETED BY NOTARY	TO BE COMPLETED BY CITY:
<p>On this ___ day of _____, 20_____, appeared before me the above named applicant who swears that the information given herein is true and correct.</p>	<p>BOND NUMBER: _____</p>
<p>Notary Public _____ County, Michigan</p>	<p>ISSUING COMPANY: _____</p>
<p>My Commission Expires: _____.</p>	<p>APPROVED: _____</p>
	<p>City Engineer: _____</p>

CITY POLICY & REQUIREMENTS FOR SIDEWALK REPLACEMENT AND CONSTRUCTION

GENERAL REQUIREMENTS:

1. A Sidewalk Builders License issued by the City of Royal Oak shall be obtained by commercial contractors intending to perform sidewalk work prior to applying for a Sidewalk Permit. License and permit fees are posted on the City of Royal Oak Engineering Fee Schedule which is updated annually. License requirements include posting of a \$1,000.00 bond on the City's updated form annually. Contractors obtaining a Right-of-way Permit may not be required to be Licensed Sidewalk Builders.
2. All sidewalk work shall be performed in accordance with the terms and conditions of this permit.
3. The Permittee shall notify City Engineering Department **twenty-four (24) hours** in advance of the work and schedule an inspection for City approval of forms and base conditions prior to placing any concrete. The Permittee shall also notify the City Engineering Department within five (5) days of completion of the sidewalk work for final inspection. The Permittee shall be present at all inspections.
4. The Permittee shall pay a **per square foot** permit fee for sidewalk replacement or construction as listed on City of Royal Oak Engineering Fee Schedule. Failure to obtain a permit prior to performing the initial sidewalk removal will result in a penalty as listed on City of Royal Oak Engineering Fee Schedule.
5. The Permittee shall perform no work, unless authorized in writing by the City Engineer, on Sundays or holidays and shall perform work only between the hours of 7:00 a.m. and 8:00 p.m.
6. **Unless otherwise specified, new sidewalk shall be placed within 7 days of removal of old sidewalk.** Where specified, a 5 feet wide temporary sidewalk shall be installed for public use during construction operations that may require a longer duration of removal. Temporary sidewalk shall be constructed with crushed aggregate, and asphalt or cold patch material. Bridging with wolmanized plywood panels may be necessary to provide access to adjacent doorways.
7. The Permittee shall provide and maintain all necessary precautions to prevent injury or damage to persons and property from sidewalk work authorized under this permit.
8. The Permittee shall furnish, install, and maintain all necessary traffic controls and protection during Permittee's operations in accordance with the current edition of the Michigan Manual of Uniform Traffic Control Devices. The Permittee shall also furnish, install, and maintain all necessary traffic controls and protection for the newly constructed sidewalks and pavements from damage and vandalism.
9. Any change or alteration in this permit requires prior written approval by the City Engineering Department and may require a new permit.
10. The execution of work authorized by this permit shall be performed without cost to the City of Royal Oak.
11. The Permittee shall be responsible for the restoration of the right-of-way in accordance with City Standards.
12. This permit is not assignable and not transferable. **All Licenses and permits expire on December 31st of the calendar year in which they were issued.**
13. The Permittee agrees to make any modifications to the sidewalk work deemed necessary by the City Engineering Department while performing the sidewalk work. The Permittee, at the direction of the City Engineer, shall immediately remove, cease operation, and surrender this permit, or alter or relocate at the Permittee's own expense, the facility for which this permit is granted. Should the Permittee fail to do so, the City Engineer may take any necessary action to protect the right-of-way interest, and the Permittee shall reimburse the City of Royal Oak for its costs in doing same. The Permittee expressly

waives any right to claim damages or compensation in the event this permit is revoked.

CONSTRUCTION REQUIREMENTS:

1. **Removal of sidewalks** shall be to the nearest joint of an existing, acceptable sidewalk slab in the opinion of the Engineer. The City reserves the right to dictate the limits of sidewalk removal or restoration when alterations are proposed or required as part of a development. The alteration limits shall be set to achieve a proper, durable restoration that will integrate with existing and future similar improvements and be in the best interest of the City. Deficient sidewalk, in the opinion of the Engineer, includes sunken, cracked, broken, and scaled; sidewalk not meeting the standard dimensions, slope or thickness or causing the ponding of water will be determined by the City for replacement at the time of review. All existing sidewalk or portions thereof, along the frontage of a development that is substandard or deficient will be reviewed for replacement when a proposed cut is made into the sidewalk. Alterations sidewalk on public right-of-way shall be installed to current standards, widths, cross sections and slopes as dictated by the City Engineer.
2. All concrete and other debris from the work shall be disposed of at a recognized landfill by the Permittee at the end of each working day. Public sidewalk shall be maintained at all times except during times of concrete cure.
3. Sidewalks shall be 4" thick, 6" thick at residential driveways, and 8" thick at non-single family residential and commercial driveways. The sidewalk shall slope $\frac{1}{4}$ " per linear foot toward the street. The sidewalk shall be a minimum of five (5) feet wide.
4. Sidewalks shall be installed with $\frac{1}{2}$ " full depth expansion paper in transverse joints at forty (40) foot maximum spacing, adjacent to driveways, at intersection of walks, at buildings, and other fixed objects. Sidewalks shall be installed with transverse control joints at least 2" in depth at five (5) foot spacing. All edges shall be rounded with edging and jointing tools. Sawcutting of joints is prohibited.
5. All forms shall be full depth, straight, and secured to insure rigidity so that the finished sidewalk does not exceed the following limits when tested with a fifteen (15) foot straight edge:
 - A. Vertical Limit - the variation of the surface from the testing edge of the straight edge shall at no point exceed $\frac{3}{16}$ ".
 - B. Horizontal Limit - The variation of a joint, face, or back of sidewalk from the testing edge of the straight edge shall at no point exceed $\frac{3}{4}$ ".
6. Sidewalks shall be constructed in a manner that will facilitate use by physically handicapped persons. At points of intersection between pedestrian and motorized line of travel, and at other points where necessary to avoid abrupt changes in grade, a sidewalk shall slope a maximum of 1" per linear foot in any direction of travel. Barrier-free ramps shall not be placed integral with any curbing and shall meet City's Standards for ADA compliant accessible handicap ramps.
7. The concrete mix shall be ready-mixed transit concrete and shall be composed of Portland cement, fine aggregate, coarse aggregate, water, and air-entraining agent. A minimum of 564 pounds of cement per cubic yard of concrete reaching 3500 p.s.i. un-confined compressive strength in twenty-eight (28) days with a slump of $3" \pm 1"$ and $6.5\% \pm 1.5\%$ entrained air shall be used. The mix design of the concrete shall be approved by the City Engineering Department prior to use in the work.
8. All new sidewalk installed shall have a transversely broomed surface finish.
9. After finishing operations have been completed and immediately after the free water has left the surface of the sidewalk, the sidewalk shall be **completely coated and sealed with a uniform layer of MEMBRANE CURING COMPOUND.**