



**CITY OF NILES**  
Department of Public Works  
**PUBLIC SIDEWALK CONSTRUCTION AND REPAIR REQUIREMENTS**

**Background:**

The City of Niles requires that prior to any public sidewalk construction or repair; the property owner shall acquire a Public Sidewalk Construction / Repair Permit from the Department of Public Works Office, located on the third floor of City Hall, 333 North Second St., Niles, MI. There is no cost for this permit. All construction/repair work shall be done according to the City of Niles Sidewalk Ordinance specifications. As stated in the Sidewalk Ordinance, the property owner is responsible for 100% of the cost of all work.

**Requirements:**

- No person shall construct, reconstruct, replace or repair any sidewalk except in accordance with the line, grade, slope, and specifications approved by the Public Works Director.
- Whenever practicable, the Public Works Director shall direct that construction of a sidewalk be on a line parallel with the edge of the public right-of-way of a street, highway or road, and that the edge of a sidewalk will normally be one foot from the edge of said right-of-way.
- Line and grade stakes as may be necessary for proper control of the work shall be placed and/or approved by the Public Works Director; provided, however, that said approval shall not relieve the owner of responsibility for making careful and accurate measurements in sidewalk construction, reconstruction, replacement or repair.
- Sidewalks shall be constructed of four (4) inch thick, three thousand (3,000) pound per square inch Portland cement concrete poured on a compacted base. Sidewalks shall be five (5) feet in width; provided however, that the Public Works Director may approve a greater or lesser width for the purpose of conformity of new or replacement sidewalks with existing connecting sidewalks. Sidewalks shall be installed with a slope toward the center of the right-of-way and constructed to the grades specified by the Engineer. Portions of sidewalks crossed by driveways shall be a minimum of six (6) inches in thickness. Contraction joints shall be spaced every five (5) feet and expansion joints shall be spaced every forty (40) feet. One-half inch thick, six (6) inch wide expansion joints shall be constructed where a sidewalk touches a street curb. The City Council, upon the recommendation of the Public Works Director and a finding of unique or special circumstances with respect to a particular sidewalk or portion thereof, may alter or add to said specifications as deemed necessary for proper construction, reconstruction, replacement or repair.
- A property owner undertaking to construct, reconstruct, replace or repair a sidewalk shall notify the Public Works Director not less than forty-eight (48) hours prior to commencement thereof. The work shall not proceed until the Public Works Director or his designee shall have inspected the forms and sub-grade and approved the work as in accordance with slope, grade, and other specifications. The sidewalk shall also be subject to the approval of the Public Works Director or his designee by a final inspection performed after all work has been completed.
- Repairs under one square foot do not require a permit.

Member Michigan Municipal League

333 North Second St., Ste. 301

Niles, Michigan 49120

Phone 269.683.4700 ext. 3061

[www.ci.niles.mi.us](http://www.ci.niles.mi.us)

Fax 269.684.3930

01/14/13



**CITY OF NILES**  
Department of Public Works  
**PUBLIC SIDEWALK CONSTRUCTION/REPAIR PERMIT**

**Property Address Where Work Is To Be Performed:**

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**Description and Amount of Work To be Performed:**

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*(Example: Remove and replace 50 square feet of sidewalk)*

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**Property Owner's Name:**

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**Address:**

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**Phone Number:**

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**Contractor (Business Name):**

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**Address:**

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**Phone Number:**

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**Applicant Name:**

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**Signature:**

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**Title (i.e. property owner, business owner, etc.):**

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**Date:**

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City of Niles DPW Use Only - Do Not Write Below This Line

**Permit Application Approved by:**

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**Date:**

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**Form Inspection Approved By:**

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**Date:**

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**Final Project Approved By:**

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**Date:**

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Permit Expires 120 Days from Date of Permit Issuance Unless a Deadline Extension is Approved in Advance.

All sidewalk forms MUST be inspected and approved prior to pouring concrete, with a minimum of one (1) hour notice. Inspections are performed during normal business hours unless other arrangements are made in advance. All work shall conform to City Sidewalk Ordinance #305.

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