

# Village of Waverly 2015 Sidewalk Replacement Application

Name of Owner: \_\_\_\_\_

Property Address: \_\_\_\_\_

Mailing address if different than above: \_\_\_\_\_

Telephone number: \_\_\_\_\_ Do you **own and reside** at above address: Yes / No

Name and Phone # of contractor to perform work: \_\_\_\_\_

Is this a corner lot? Yes / No If yes, is the corner block in need of replacement? Yes / No

\*corner lots are considered as two sidewalks, therefore, costs must be broken down for each side.

Cost to replace \_\_\_\_\_ sidewalk blocks / or \_\_\_\_\_ linear feet of sidewalk is \$ \_\_\_\_\_

## **Complete the attached Income Documentation sheet and list all household income and attach required documentation.**

My signature below certifies that I have been provided with a copy of the guidelines for the Village of Waverly 2015 Sidewalk Replacement Program and that I wish to participate in this Program. I also understand that all the information and documentation I have provided with this application is true.

I also understand that I will not have my contractor start work until I receive written permission from the Village to proceed and I obtain a Village Sidewalk Permit.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

\*\*\*\*\* DO NOT WRITE BELOW THIS LINE\*\*\*\*\*

Application Approved / Application Denied Date: \_\_\_\_\_

If application was denied by Village, include date and reason:

Date of pre-inspection: \_\_\_\_\_ Date Permit issued: \_\_\_\_\_

Date of post-inspection: \_\_\_\_\_

Payment Amount \_\_\_\_\_ Check # \_\_\_\_\_ Date \_\_\_\_\_

Permit Amount \_\_\_\_\_ Check # \_\_\_\_\_ Date \_\_\_\_\_

# Village of Waverly 2015 Residential Sidewalk Replacement Program

The purpose of the program is to encourage replacement of sidewalks within the Village of Waverly that pose a possible safety hazard or are inadequate.

## 2015 Sidewalk Replacement Program Guidelines:

1. A sidewalk replacement grant/stipend for **owner-occupied** residential properties. Concrete sidewalks and concrete aprons must be located in the Village's right-of-way. Walkways from the sidewalk to the dwelling/structure are not covered.
2. The Village will pay 75% of the sidewalk replacement/repair up to maximum of \$1,000.00 Village contribution.
3. **Program is open to low to moderate income households.**

Current Income levels for Tioga County by Household size:

| Household Size (persons) | Annual Income Limit |
|--------------------------|---------------------|
| 1                        | \$34,550            |
| 2                        | \$39,500            |
| 3                        | \$44,450            |
| 4                        | \$49,350            |
| 5                        | \$53,300            |
| 6                        | \$57,250            |
| 7                        | \$61,200            |
| 8                        | \$65,150            |

4. Only contractors licensed to operate within the Village of Waverly will be allowed to participate in the program.
5. An application has been developed for home owners to apply for the program funds. An estimate for work to be performed must be submitted with the application.
6. The Village Code Enforcement Officer will be designated to perform a pre and post inspection of the sidewalk replacement request. No work can be initiated without permission of the Code Enforcement Officer. **Work started without a pre-inspection and prior approval will not be eligible for reimbursement.**
7. A Sidewalk Permit must be obtained from the Clerk's Office. All work performed under the sidewalk program must meet all required Village codes and inspections. The permit fee will be \$25.00 for sidewalks installed under this program, and will be deducted from the reimbursement.
8. Funds issued under this program will be by two-party check, only after the post inspection has determined the work has been completed properly. An **original bill** (not original estimate) for completed work must be submitted to the Village Clerk-Treasurer before reimbursement can be distributed.

**9. Prevailing wage rates do not apply under this program.**

10. The Village set aside \$18,125 from the home rehab loan fund for the purpose of this program.

11. The Village has the final determination if a request for funds under this program will be approved.

12. All taxes must be current on the selected property. The person signing the application for sidewalk replacement must be listed as the property owner on Village tax rolls.

13. The Program will begin, and be available until further determination or the allotted funds are exhausted. Applications will be available at the Clerk's Office at Village Hall, 32 Ithaca St., Waverly, NY 14892.

**14. Required documentation to be included with Sidewalk Program application:**

**Verification of all household earned and unearned income**

**Copy of most recent Income Tax Form**

**Copy of paid real estate taxes**

**Copy of property deed**

**Original written cost estimate of sidewalk work to be done, need two estimates**

**\*\*\*If project is a corner lot, must have costs broken down for each side.**

**PART II – INCOME DOCUMENTATION**

1. INCOME: List all sources of income for each household member. Please note whether income is weekly or monthly. Documentation is needed for any income sources listed.

| NAME OF HOUSEHOLD MEMBER | WAGES OR UNEMPLOYMENT BENEFITS | SOCIAL SECURITY/ SSI | PENSION/ DISABILITY | REAL ESTATE/ BUSINESS INCOME | CHILD SUPPORT/ ALIMONY | INTEREST/ DIVIDENDS | PUBLIC ASSISTANCE | OTHER | TOTAL |
|--------------------------|--------------------------------|----------------------|---------------------|------------------------------|------------------------|---------------------|-------------------|-------|-------|
|                          |                                |                      |                     |                              |                        |                     |                   |       |       |
|                          |                                |                      |                     |                              |                        |                     |                   |       |       |
|                          |                                |                      |                     |                              |                        |                     |                   |       |       |
|                          |                                |                      |                     |                              |                        |                     |                   |       |       |
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|                          |                                |                      |                     |                              |                        |                     |                   |       |       |
|                          |                                |                      |                     |                              |                        |                     |                   |       |       |
|                          |                                |                      |                     |                              |                        |                     |                   |       |       |

2. ASSETS: List all assets for each household member and their current value. Documentation of the value of all assets is needed.

Savings Account(s): \_\_\_\_\_  
 Checking Account(s): \_\_\_\_\_  
 Stocks: \_\_\_\_\_  
 Bonds: \_\_\_\_\_  
 Market value of other real estate (other than your primary home): \_\_\_\_\_  
 Other: \_\_\_\_\_

**VILLAGE OF WAVERLY  
CONFLICT OF INTEREST DISCLOSURE**

Under certain circumstances, an applicant for funding may have what is known as a "conflict of interest" and may need a waiver in order to participate. For example, a conflict of interest may be present if the applicant is related to an employee, officer, or elected official of the Village of Waverly. There are other cases where a conflict of interest may also be present and you need to answer the questions below to help us make that determination.

**DISCLOSURE**

Please circle YES or NO to all questions listed below so that we may make a determination of whether any conflicts may be applicable to your project. Answer for all applicants if there is more than one applicant.

YES NO Are you now, or have you ever been an employee, agent, consultant, officer, or an elected or appointed official of the Village? If so, please provide information:

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YES NO Are you related to an employee of the Village, an agent of the Village, a consultant working for the Village, an officer of the Village, or an elected or appointed official of the Village? If so please indicate to whom you are related and the relationship below:

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YES NO Do you have a business connection to any of the people listed above?

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I/We, the undersigned, certify that the above information is true to the best of my/our knowledge

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Village of Waverly  
Sidewalk Permit Application

Name of Property Owner \_\_\_\_\_

Property Owner Address \_\_\_\_\_

Phone # of Property Owner \_\_\_\_\_

Address of Property to be improved \_\_\_\_\_

Name of Contractor \_\_\_\_\_

Description of sidewalk to be constructed, repaired or improved, including length, width and depth:

Proposed Construction Date \_\_\_\_\_

Permit Fee \_\_\_\_\_ Linear Feet x \$.50 = \$ \_\_\_\_\_



Approved \_\_\_\_\_ Date \_\_\_\_\_

Disapproval \_\_\_\_\_ Date \_\_\_\_\_

Reason for disapproval

Before digging or drilling you must notify U.F.P.O. 800 962-7962 or 811

All work performed under this Sidewalk Permit must conform to the local law 125.37 – 125-43. You may ask the Village Clerk for a copy of this law.