

Sidewalk Construction Permit

Permit only required for new construction. No permit needed for reconstruction or repair.

No Fee

Applicant Name: _____ Date: _____

Property Owner Name: _____

Property Address: _____

Contact Phone Number: _____

Linear Feet of Sidewalk to be constructed: _____

Zoning District: _____

****There must be a drawing indicating location of sidewalk****

Construction Requirements Reminder:

- Contractor/owner must contact city zoning administrator following grade preparation. Zoning administrator must approve preparation before construction begins
- The City of Lenox zoning administrator must check soil before construction.
 - If soil is compact and well drained, concrete can be placed directly on soil
 - If soil is not well drained, a three (3) inch subbase must be placed
- Portland cement shall be the only cement used in the construction and repair of public sidewalks
- Residential sidewalk must be at least three (3) feet wide and four (4) inches thick
- Residential sidewalk sections must be no more than four (4) feet in length
- Sidewalks crossing a drive must be at least six (6) inches thick
- If adjoining another sidewalk, it must be a smooth transition
- Finish must be broom or wood float
- Business District sidewalks shall be at the option of the Council of either eight (8) feet in width or the distance from the edge of the building located at or near the lot line to the curbing, or the same width as the adjoining sidewalk
- Business District sidewalks shall be not less than the same thickness and length as residential

To review a complete list of requirements, please refer to the City of Lenox Code of Ordinance Chapter 136 "Sidewalk Regulations".

Zoning Administrator must be notified of completion of work. Permit approval shall not be considered final until all inspections are completed and all work approved. Any work found to be non-compliant shall be required to be repaired or replaced. If the work has not been properly completed, the City shall have the right to finish or correct work and the Council shall assess the costs to the property owner. Such assessment shall be collected with the general property taxes and in the same manner.

Owner or Agent Signature _____

Office Use only

Application filled out thoroughly and correctly	Yes	No		
Drawing of the purposed sidewalk is attached	Yes	No		
Grade preparation inspected and approved	Yes	No	Date	Initials
Soil checked before construction	Yes	No	Date	Initials
Sub base required	Yes	No	Date	Initials
Construction Requirements all met	Yes	No	Date	Initials
Final Inspection passed	Yes	No	Date	Initials

Application Approved: _____