



## Program Steps

1. Citizen contacts City and asks to participate in the Cost Share program.
2. Citizen's name is entered into the next group list.
3. When funding becomes available, city staff contacts citizens by individual authorization letter, requesting a response indicating interest to continue with the program.
4. For each positive response, city staff visits the property and assesses the sidewalk repair needs.
5. City staff sends the citizen an individual quote for the cost share, a sketch of the replacement limits and a 30 day deadline for submitting payments.
6. City staff then prepares a contract with the residential property owner.
7. The work is completed by the City and comes with a one year warranty.



### Contact Information:

To participate in the Program,  
citizens may contact  
Public Works & Development Services  
700 E. Main Street  
Lancaster, TX 75146  
972-218-1200

City of Lancaster  
Public Works & Development Services Dept.  
P.O. Box 940  
Lancaster, TX 75146

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**POSTAL CUSTOMER  
LANCASTER, TX**



## Sidewalk Replacement Program

There are over 175 miles of sidewalk in the City of Lancaster. Normal sidewalk wear and tear or age damage is the responsibility of the homeowner, who can take advantage of the City's 50/50 Cost Sharing Program to help offset the cost of repairs. The Program is a sidewalk replacement where the City partners with the citizen to share a 50/50 cost for the sidewalk removal and replacement.

In this program, the City pays for half of the replacement cost and the property owner pays the other half. The fee is based on a per square foot cost and is the same for all neighborhoods of the City. After a field assessment is made, qualified property owners receive a cost share proposal by mail to sign and return. This is a great way for the property owner to cut their costs for sidewalk replacement. Repairs under this program are on a first come, first served basis. Requested sidewalks are logged by the date received. Citizens are contacted when funding is available.



before



after

### Policies and procedures of Sidewalk Replacement Program

**The city's 50/50 cost share program, hereinafter referred to as "the program" shall operate as follows:**

Eligible properties: Abutting property owners of the following types of properties are eligible to participate in the program: Single-family residences, duplexes and condominiums. Also included are town homes that are individually owned and are part of the homeowners association (H.O.A). Only sidewalks within the City's right-of-way are eligible. In no event, will reconstruction/repair be performed on private property.



Cost: The property owner's share of cost under the program shall be based on a per square foot cost and is the same for all neighborhoods of the City.



Method of payment: The abutting property owner shall make payment to the City in the full amount of their share prior to commencement of reconstruction/repair. Payment should be made upfront in case of property owners changing hands. Payments are made at 700 E Main St., Lancaster, TX 75146.

Additional costs not included: The cost of repairs calculated pursuant to the above schedule of charges for the 50/50 cost share program does not include any necessary tree or tree root removal expense. All Costs of such removal shall be the responsibility of the abutting property owner and must be completed prior to the beginning of reconstruction/repair. In addition, the City shall not be responsible for damage that may occur to sprinkler systems, trees, shrubs, mail boxes or other improvements in the city's right-of-way. It shall be the responsibility of the abutting property owner to protect such improvements prior to and during reconstruction/repair.



Rework: In the event the replaced sidewalk reconstructed through the program fails within one (1) year of the completion of the replacement under the program the City shall make appropriate repairs, as determined to be necessary by the City, to the failed section at no further cost to the property owner.



Refund and reimbursement: An abutting property owner may request a refund of monies they have paid any time prior to the City beginning work in connection with the reconstruction/repair. Refunds will not be made after the City begins work.

