



Community Development

Development Services Division

501 SW Madison Avenue

P.O. Box 1083

Corvallis, OR 97339-1083

(541) 766-6929

TTY (541) 766-6477

FAX (541) 766-6936

Policies / Interpretations / Procedures

POL 1022

Adopted: December 4, 1989

Last Reviewed: December, 2009

REQUIRED QUALIFICATIONS FOR THE INSTALLATION OR REPAIR OF SIDEWALKS, CURBS, OR DRIVEWAYS IN THE PUBLIC RIGHT-OF-WAY

Policy Summary:

Specifies the qualifications for individuals who apply for permits to install or repair any accessible concrete, including sidewalks, driveway/alley approaches, bike lanes, or curbs/gutters in the public right-of-way as outlined in Section 2.15.080 of the City Municipal Code.

Background:

Until January of 1995, the City Municipal Code had required City "cement finisher's licenses" for anyone engaged "in the business of constructing or repairing any sidewalk, curb, or driveway in the public right-of way..." Because of a conflict with ORS 701.055, the cement finisher's licensing requirement was deleted; however, the City continued its desire to ensure these individuals were aware of City standards, had appropriate experience, and maintained appropriate levels of insurance. This policy provides a summary of the required qualifications.

Discussion:

Section 2.15.080 of the Municipal Code states as follows:

No person shall accept remuneration for constructing or repairing any sidewalk, driveway approach, or curb in the public right-of-way unless the person is registered with the Construction Contractors Board, and has demonstrated to the satisfaction of the City Manager the ability to perform the work in a workmanlike fashion according to the City's specifications.

In order to demonstrate the ability to perform work as stated above, an individual must possess knowledge of the current applicable City standards. A person who accepts remuneration for this type of work must be registered with the CCB; consequently the City has some assurance the

individual is bonded and has some experience. Additionally, these individuals are required to sign a statement indicating that he/she understands the applicable City standards.

This policy also applies to those who are not accepting remuneration as described in Section 2.15.080 cited above. These individuals are not required to possess a CCB registration; however, he/she must also sign a statement indicating that he/she understands the applicable City standards and must submit proof of insurance.

Some sidewalk repairs are accomplished by grinding panels to alleviate trip hazards. A sidewalk repair permit is required for grinding but the individual making a repair by grinding does not need to meet these qualification requirements.

Policy:

Individuals who apply for permits to install or repair sidewalks, bike paths, driveway/alley approaches, or curbs in the public right-of-way as outlined in Section 2.15.080 of the City Municipal Code and who are accepting remuneration for these services must meet the following criteria:

- Pay the one-time \$25.00 registration fee, and,
- Sign a statement indicating that he/she has reviewed and understands the current applicable City of Corvallis standards, and
- Show a current registration with the CCB, maintain this registration and submit proof of and maintain insurance in the following amount (including a clause showing the City as an additional insured party-example: *The City of Corvallis, it's officers, agents, and employees shall be additionally insured with respect to operations performed within the City of Corvallis*):

General Liability:

Each Occurrence	\$1,000,000
Personal and Adv Injury	\$1,000,000
General Aggregate	\$1,000,000
Comp/Op Aggregate	\$1,000,000

If at any time the CCB registration or insurance lapses, the individual must reapply using the same steps outlined above.

Property owners who apply for permits to install or repair sidewalks, bike paths, driveway/alley approaches, or curbs/gutters in the public right-of-way adjacent to their property and who are not accepting remuneration for these services must meet the following criteria:

- Sign a statement indicating that he/she has reviewed and understands the current applicable City of Corvallis standards, and
- Submit proof of and maintain insurance for the duration of the project in the following amount (including a clause showing the City as an additional insured party - example: *The City of Corvallis, it's officers, agents, and employees shall be additionally insured with respect to operations performed within the City of Corvallis*):

Personal Liability:

Each Occurrence	\$1,000,000
-----------------	-------------

NEXT SCHEDULED REVIEW: December 2011