



THE CITY OF MADRAS

Downtown Sidewalk Repair Grant Program

Program Background

The City of Madras recognizes that the maintenance of sidewalks within the City is necessary to protect the health, safety and welfare of residents and visitors. The City's sidewalk Ordinance places the responsibility for sidewalk maintenance upon the adjacent property owner.

The City has received complaints about uplifted sidewalks that are in need of repair. Many times, the sidewalk damage has been caused the roots of a street tree. The City of Madras understands the burden to businesses' to repair their adjacent sidewalks due to damage caused by Street Trees and wants to provide relief to the property owner by providing assistance through the Downtown Sidewalk Repair Grant.

Eligible Uses of Grant Funds:

1. Applications will only be accepted for commercial properties in the downtown where there is a street tree planted.
2. Property owners may only apply for one grant for one property in a calendar year.
3. First-time applicants will be given priority over previous applicants.
4. Applications must be received and approved by the City prior to any work being performed. Retroactive applications will not be accepted.

Use of Funds:

1. Grant funds may only be used for the repair or replacement of existing sidewalks that have been damaged by the roots of a City street tree.
2. Property owners are responsible for obtaining and complying with the conditions of the City's Right-of-Way permit for jobs that require sidewalk replacement.
3. In order to access grant funds, property owners must obtain competitive bids from a licensed contractor with a current City business license. The maximum grant reimbursement will be up to \$1,000 of the lowest bid or up to \$1,000 of the actual invoiced amount, whichever is less, regardless of who the property owner chooses for the work.
4. All grant awards and reimbursements will be made on a first-come, first-served basis, subject to the availability of funds in the approved City Budget. Once the budgeted amount has been expended, no further applications will be approved.
5. The lack of sufficient funds to cover the number of applications received by the City in any given year will not excuse the property owner from the responsibility of maintaining the adjoining sidewalk in a safe condition nor create any liability to the City for any unsafe sidewalks.

Procedures:

Applications may be scanned and emailed to mquinn@ci.madras.or.us, dropped off or mailed to Public Works Department, City of Madras, 125 SW "E" Street, Madras, OR 97741, attention Michele Quinn. Applications must be signed by the owner of the subject property and have copies of bids attached to the application. A completed Right-of-Way permit along with a check for \$100 must accompany the application.

Upon verification by the Public Works Department that the sidewalk has been damaged by the roots of protected trees, the applicant must fil out a tree permit and the Downtown Sidewalk Repair Grant Application will be approved, subject to available funds, and the property owner will be notified that the work may proceed. The work must then be completed within 90 days.

After the work has been completed, the property owner must submit the actual invoice from the contractor along with a signed Downtown Sidewalk Repair Reimbursement Request form. Upon approval by the City, the grant funds will be disbursed in the amount not to exceed \$1,000 of the invoice or the lowest bid, whichever is less.

Questions?

Contact the Public Works Department at 541-475-2344 or email us at mquinn@ci.madras.or.us