



## HARD SURFACE INSPECTION POLICY FOR NEW CONSTRUCTION

Safe pedestrian-friendly neighborhoods are the priority for our community. An important component of this is that the Town of Severance ensures all hard surfaces located on public property (i.e. sidewalks, curbs, drainage pans, right of ways, etc.) are installed correctly at the time of new construction.

### **Per Severance Municipal Code Section 11-1-50: Maintenance of sidewalks, curbs, and gutters:**

Prior to issuance of a certificate of occupancy on any new structure or addition, all sidewalks, curbs and gutters shall be inspected by the Town and any required repairs shall be made by the builder.

### **INSPECTION FREQUENCY**

- To schedule an inspection for hard surfaces, please email [inspections@townofseverance.org](mailto:inspections@townofseverance.org)

All inspections must be scheduled at least 24 hours prior to the day requested. The inspection will take place between 8:00 a.m. and 3:00 p.m. on the day requested. Each new structure or addition is allotted two inspections and thereafter, *each additional inspection will be assessed a fee of \$100.00 per inspection.* In the event a Developer, Contractor or Property Owner cancels an inspection request on the day of, it may result in a failed inspection and/or assessed a fee at the discretion of the town.

### **INSPECTION CRITERIA**

The Town of Severance expects the following criteria to be completed *before* arrival of the Town Official or Inspector. If the following criteria are *not* completed upon arrival, no inspection will be completed and the Developer, Contractor or Property Owner will be required to reschedule an inspection for the following day. If criteria is not met before arrival, the inspection may also result in a failed inspection and/or assessed a fee at the discretion of the town.

- All hard surfaces on public property *must be* cleared of debris (i.e. all sidewalks, curbs and/or gutters must be cleared of all ice, dirt, mud, objects, etc.)
- No cracks, chips, divots, etc.

Please note that if an inspection fails for any reason, *re-inspections will not occur on the same day.* It is the responsibility of the Developer, Contractor or Property Owner to reschedule an inspection by contacting Town Hall.

### **REPAIR PROCESS**

It shall be the duty of the Developer, Contractor or property owner to repair or reconstruct all hard surfaces on public property deemed defective by the Town Official or Inspector before issuance of a certificate of occupancy will occur.

### **DISCLAIMER**

To the extent that any previous rule, regulation, policy or past practice, written or unwritten, is in conflict with the provisions of this policy, such is hereby withdrawn, voided and all personnel shall conduct themselves in conformity with this policy. This Hard Surface Inspection Policy is not intended to create and should not be construed in any manner as creating a guaranty that any hazard associated with sidewalk conditions is eliminated by the Town's efforts to maintain hard surfaces on public property in accordance with this Policy.