



City of Ligonier - 50-50 Sidewalk Procedures

Procedure for getting your sidewalk installed/repaired

1. Fill out both sides of the Sidewalk Application/Estimate
(You do not need to fill out the table with square footage or figure out the cost.) If your address is different than the address in which the sidewalk is to be done (i.e. rental) be sure to write that in the line that says, "Address of property where work is to be completed." Also, write any comments you have for the contractor (i.e. "I want sidewalk only", or "only the cracked portion").
2. Turn in the Application at Ligonier City Hall for review by the Street Department.
(The deadline for Applications to be turned in for work done in the annual construction season is July 31)
3. The Street Department will forward your application to the contractor hired to do the sidewalk work.
4. The contractor will go to your requested address and measure the square footage of the sidewalk. He will fill out the table on your application and figure out the cost to do your sidewalk and return to the City.
5. The City will then deliver or mail you a copy of the application/quote.
The price on the application/quote is the total cost. You would only be responsible for 50% of the cost.
6. If you don't want to proceed, you simply do nothing.
7. If you would like to proceed, you will need to come to City Hall, 301 S. Cavin Street, 2nd Floor and fill out an agreement. Your 50% of the cost will be due at the signing of the Agreement.
8. The City will notify the contractor that you have signed an Agreement. City personnel will remove the existing sidewalk and the contractor will begin work as soon as their schedule allows.