



# THE BOROUGH OF EDINBORO ~ Building and Zoning Department

124 Meadville Street // Edinboro, PA 16412 // (814) 734-1812 x 139 / (814) 734-4492 (fax)

[edinboro.codes@gmail.com](mailto:edinboro.codes@gmail.com)

## Zoning Application ~ Driveway and/or Sidewalk

Property Address: \_\_\_\_\_ Zoning District: \_\_\_\_\_

Parcel #: \_\_\_\_\_ Property type: \_\_\_\_\_

Property Owner: \_\_\_\_\_

Owner Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell: \_\_\_\_\_ Email: \_\_\_\_\_

Contractor: \_\_\_\_\_ PA Reg #: \_\_\_\_\_

Contractor Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Project:** Driveway ☐ Sidewalk ☐ New ☐ Replacement ☐ Total Project Cost: \$ \_\_\_\_\_

The proposed construction will be of the dimensions and location stated on the drawing I have attached and will comply with all design standards established by Ordinances of the Borough of Edinboro. I am aware of and understand the Borough of Edinboro policy regarding utility excavation in areas of paved surfaces which are my responsibility and located in the right of way including driveway aprons and sidewalks. See attached affidavit.

Description of project:

I hereby attest I have read the information stated on this application. Furthermore, I attest the information I furnished is true and correct.

Owner \_\_\_\_\_

Date \_\_\_\_\_

Contractor \_\_\_\_\_

Date \_\_\_\_\_

**Building & Zoning Department Only** - (Fines may be assessed for starting work without permit)

Flood zone: \_\_\_\_\_ / Site Plan: \_\_\_\_\_ / Affidavit \_\_\_\_\_ / Fines \_\_\_\_\_

Stormwater: Change in impervious surface \_\_\_\_\_

Received: \_\_\_\_\_ Approved ☐ - Denied ☐ - Additional Information Requested ☐

Permit #: \_\_\_\_\_ Invoice #: \_\_\_\_\_ Notes: \_\_\_\_\_

Payment: Cash ☐ - Check ☐ (NO. \_\_\_\_\_) - Money Order ☐ - Charge ☐

Building & Zoning Administrator \_\_\_\_\_

Date \_\_\_\_\_

Owner/contractor contacted to  
pick-up permit/placard

\_\_\_\_\_

CASHIERED ON: \_\_\_\_\_ BY: \_\_\_\_\_



The Borough of Edinboro  
124 Meadville St  
Edinboro Pa 16412  
814-734-1812

## AFFIDAVIT

### Sidewalk or Driveway Installation

The undersigned hereby agrees to the conditions set forth in this document

A permit to construct driveway or sidewalk within the Borough of Edinboro Right of Way must be obtained from the Building Codes Department.

It is understood that if the Borough of Edinboro decides to install any form of utilities within its right of way and your driveway/ sidewalk, which resides in the right of way, requires removal, you the owner, shall be responsible for replacement of said driveway/ sidewalk.

The placement of a driveway/ sidewalk will be constructed at \_\_\_\_\_,  
Edinboro Pa 16412

The Applicant, \_\_\_\_\_ hereby swears or affirms that he/ she agrees to the conditions set forth in this document.

Sworn to and subscribed before me this

\_\_\_\_\_ day of \_\_\_\_\_ 2\_\_\_\_\_

\_\_\_\_\_  
Notary

\_\_\_\_\_  
AFFIANT

\_\_\_\_\_  
AFFIANT



[illegible]



Please use graph sheet to draw property dimensions and location of structures, obstructions and the location and dimension of proposed driveway or sidewalk.

- Driveways shall be at least 10' in width and shall be no less than 15' from any other driveway and no less than 5' from any storm drain catch basin, fire hydrant or traffic intersection.
- Base soil shall be compacted to support the loads which will be imposed upon it.
- Concrete or asphalt thickness shall be sized and reinforced to support the loads placed on it.
- Upon completion of constructing concrete forms and prior to pouring concrete, you are to contact the Borough of Edinboro Streets Department for an inspection of driveway connection to street surface. FAILURE TO COMPLY MAY REQUIRE YOU TO REMOVE APRON SECTION OF DRIVEWAY FOR PROPER INSTALLATION
- In some situations, you may be required submit a stormwater management plan indicating how water will be properly drained from property. This is a requirement by state law and local ordinance.
- Public sidewalks shall be constructed to the generally adopted and accepted design standards including the Americans with Disabilities Act
- Maintenance and repairs to new and existing sidewalks and driveway aprons shall be the owners' responsibility.
- When in doubt, contact the Borough of Edinboro for any questions you may have. DO NOT PROCEED WITH CONSTRUCTION IF THERE IS DOUBT.
- An affidavit for driveway or sidewalk installation shall also accompany this application. See attached form

## Chapter 21 Streets and Sidewalks Part 2 Sidewalks

### §21-203. Work and Material Specifications.

- 1. Repair of Sidewalks.** As provided in §21-201, it is the duty of property owners to keep sidewalks in a safe condition. At any time, owners may obtain the specifications for the sidewalks from the Borough Office and commence repair work in accordance with the proper procedures.
- 2. Notice to Repair.** After inspection of unsafe or improper sidewalks, the Borough Manager may serve notice upon a property owner or owners to require them to repair their sidewalk. The notice shall be given at least 10 days prior to the date set for the work to begin and shall provide a period of 30 days in which to complete the repair work.
- 3. Preparation.**
  - A. All persons must secure and pay for all necessary permits for the construction of public walks.
  - B. All existing damaged/cracked/spalled or defaced sections and debris must be removed and hauled from site.
  - C. A proper subgrade must be prepared with a foundation base of cinders, slag, gravel or other material as the character of the soil and drainage may render necessary.
  - D. All forms of such sidewalks, curbs or driveways shall be inspected by an authorized employee of the Borough prior to the pouring of any cement.
  - E. If in the judgment of the Code Enforcement Officer soil and site conditions render additional moisture and frost prohibitors, they shall be in accordance with regularly used building standards as set by the local building codes.
- 4. Material Requirements.** The following materials must be used unless otherwise notified by the proper authority:
  - A. *Portland Cement.* Mix 1:2:3, Type A, fine crushed stone, having element factor of 5.3 sacks per cubic yard, with 4-inch job slump. A certified central mix will be acceptable if a compressive strength of not less than 2,000 points per square inch is achieved with 28 days.
  - B. *Calcium Chloride.* For cold weather concrete, 2 pints for each bag of cement.
  - C. *Expansion Joint Filler.* One-half inch thick, premolded asphalt or nonbituminous fiber filler material.
  - D. Crushed stone, gravel or cinder base to comply with the State's specifications.
  - E. *Reinforcing.* Welded wire mesh 6/6–10x10.
- 5. Installation.** The following rules and regulations are to be followed unless otherwise notified by proper authority:
  - A. *Slope.* Set screeds or forms to allow for slope from property line towards street at a rate of ½-inch per foot and maintain that no horizontal plane of the sidewalk be lower than the normal height of the curb adjoining the property where said sidewalk is being installed.
  - B. *Cut.* Existing concrete surfaces not to be replaced, shall be evenly cut, to form a straight scored joint between new and existing concrete work which is left undisturbed.
  - C. *Thickness.* Sidewalks shall be no less than 4 inches thick and must be 6 inches thick across driveways.
  - D. *Expansion.* Expansion joints shall be spaced at a maximum of 25-foot intervals and shall be the same width as the concrete depth with scored dummy joints saw cuts spaced at 5-foot intervals. [Ord. 545]
  - E. *Width.* Sidewalks shall be no less than 5 feet wide except when using wells to save trees, these wells shall not reduce the width of the sidewalk more than 12 inches.
  - F. *Longitudinal Grade.* Longitudinal grade shall be determined in accordance with street grade and should be uniform with adjoining properties.
  - G. *Curing.* Curing shall be accomplished by keeping the new surfaces damp and covered for a period of not less than 48 hours, if during cold weather.
  - H. *Finish.* Finish shall be with a wood or magnesium float or a fine broom with no holes, indentations or slices greater than 1/64 of an inch deep.
  - I. *Corners.* All exposed external corners shall be of rounded bullnose type.
  - J. *Grade Determination.* The Borough Engineer will establish the proper grade for each street assigned for sidewalk repair or replacement. [Ord. 427]
- 6. Cause for Replacement.** Any sidewalk block or portion of sidewalk which has any of the following faults shall be deemed a safety hazard and shall be replaced or repaired by the owner or owners upon proper notification from the Borough.
  - A. *Heaved Portions.* Any portion of the sidewalk which has an edge protruding ½ inch or more above the adjoining sections shall be corrected.
  - B. *Depressed Portions.* Any portion of the sidewalk which is 1 inch or more below the adjoining sections shall be corrected.
  - C. *Broken or Cracked Sections.* Any sections with cracks over ¼-inch wide and not on construction or dummy joints shall be replaced.
  - D. *Misalignment.* Any section which has a vertical longitudinal misalignment of ¾ of an inch or more shall be corrected.
  - E. *Transverse Gradient.* Any sections or portions of the sidewalk which slope transversely in the wrong directions should be replaced if any of the above items exist.
  - F. *Poor Surface Conditions.* Any section or portion of the sidewalk with spalling or chipping covering 50 percent or more of that section or portion and is over ¼-inch deep shall be replaced or repaired. (Ord. 373A, --/--/--; as amended by Ord. 427, 9/14/1987, §1; and by Ord. 545, 2/26/2007, §21-203)