



# City of Elmira, New York

## CURB CUTS

### *SPECIFICATIONS AND STANDARDS*

Effective Date: April 1992

*Just a click away...*



This document, the Curb Cut Permit Application, and other specifications and standards are available online at: [www.cityofelmira.ne](http://www.cityofelmira.ne)

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CITY OF ELMIRA  
AMENDED ORDINANCE  
REQUIRED FEES (02-05-07)

## **SECTION I – GENERAL (FOR ALL TYPE CURBING)**

Procedures for obtaining a Curb Cut permit shall be as indicated below:

- a. A property owner may obtain the permit for a curb cut. This is only recommended when the property owners intend to complete the curb cut themselves. That being the case, the property owner must comply with the specifications, procedures, and provisions of Section I through III, inclusive.
- b. When a contractor is to be used for completion of the curb cut, the contractor shall have the responsibility for obtaining the permit. The specifications, procedures, and provisions of Section I through IV, inclusive, shall apply.

There shall be no more than four (4) driveways giving access to any lot and no more than two (2) driveways on any single frontage of any lot.

Where there is only one (1) driveway giving access to a lot, the curb may not be lowered for a distance greater than thirty (30'). Where more than one (1) driveway gives access to a lot, no curb may be lowered for a continuous distance greater than twenty-four (24') feet.

Between driveways on the same lot, there must be at least twenty (20') feet of full curb.

On a corner lot, no curb shall be lowered within ten (10) feet of the corner of the lot.

The grade of the ramp to the sidewalk elevation shall be subject to the approval of the City Engineer or his representative and, in general, should be within the park strip, if there is one. Where there is no park strip, the ramp should not exceed one-fourth (1/4) of the width of the sidewalk.

The curb shall not be cut lower than a point one (1") above gutter. (See Standard Drawing on Page 3)

Where the driveway is intended for a gasoline filling station, there shall be on the street line of the lot, opposite the full curb, a curb of at least six (6") inches high. Such curb shall begin three (3') feet from the driveway.

No curb may be lowered, or driveway constructed, which may be in any way dangerous or hazardous to pedestrian or vehicular traffic.

A curb cut cannot commence until it has been approved by the City of Elmira Engineer or his representative.

**SECTION I – GENERAL (FOR ALL TYPE CURBING) (Continued)**

All damage that occurs during the construction process, within the City of Elmira R.O.W., shall be repaired in accordance with the Specifications and Standards for Excavations of the City of Elmira, New York. These additional costs will be incurred at the permittee's own expense. All repairs must be completed within 24 hours.

The permittee is responsible for the quality of the curb cut and any related work therein and shall guarantee this work against failure for a period of three (3) years. This guarantee does not cover damage resulting from accident, disaster, misuse, abuse, or modification of the curb cut.

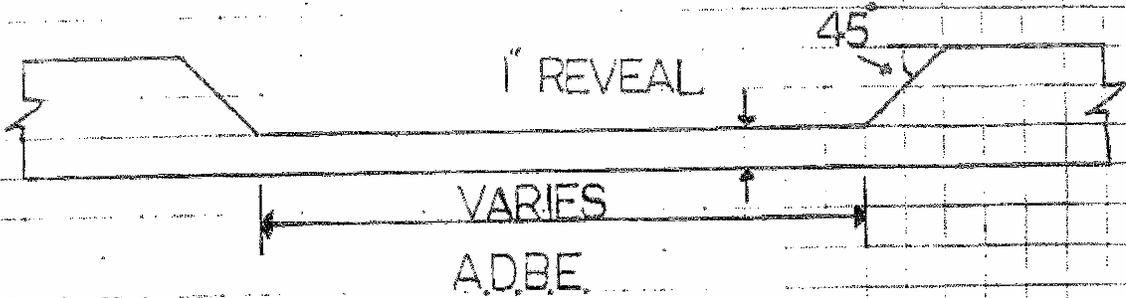
**Note: Specifications and standards not addressed in this document must meet the current NYSDOT Standards and Specifications for construction and materials.**

**ATTENTION: As per Section 620.4 of the Zoning Ordinance, all driveways must be paved with an acceptable material. Acceptable materials include asphalt and concrete, or any other surface approved by the Inspection Services Office of the City of Elmira.**

CITY OF ELMIRA, NEW YORK  
ENGINEERING DEPARTMENT  
DEPT. OF PUBLIC SERVICES BLDG.  
LINDEN PLACE EXTENSION  
ELMIRA, NEW YORK 14901  
(607) 737-5765

JOB \_\_\_\_\_  
SHEET NO. 1 OF \_\_\_\_\_  
CALCULATED BY \_\_\_\_\_ DATE \_\_\_\_\_  
DRAWN BY RGL DATE 1-1-91  
SCALE NTS

CURB CUT STANDARD  
(ALL CURBS)



DRIVEWAY APPROACH

(3)

## **SECTION II – SPECIAL PROVISIONS FOR GRANITE CURBS**

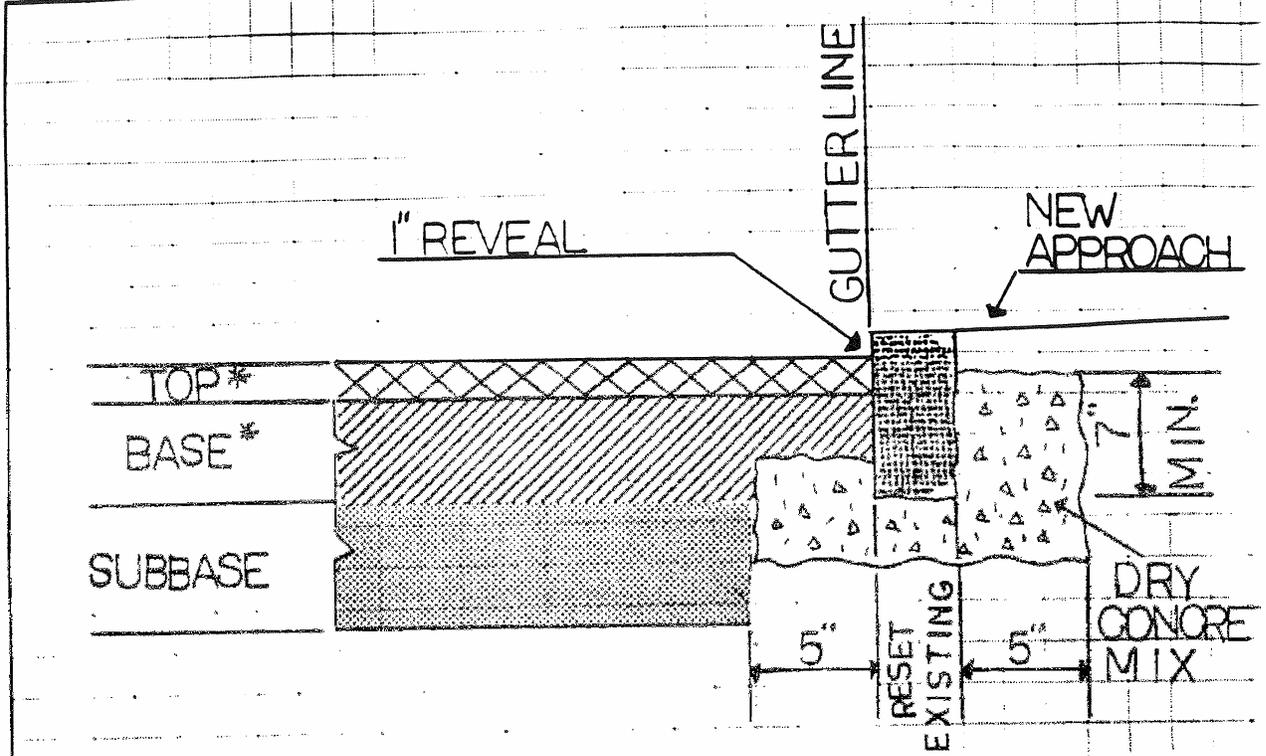
In all cases where granite curbing is encountered, the City of Elmira shall require that this curbing be reset in accordance with all regulations on Page 1 and 2. The cost of this resetting will be borne entirely by the permittee

Granite curb will be reset as shown on Standard Drawing on Page 5.

All joints shall be caulked with materials conforming to NYSDOT Standard Specifications, Section entitled, "Caulking Compound for Structures."

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JOB \_\_\_\_\_  
 SHEET NO. \_\_\_\_\_ OF \_\_\_\_\_  
 CALCULATED BY \_\_\_\_\_ DATE \_\_\_\_\_  
 DRAWN BY RGL CHECKED BY \_\_\_\_\_ DATE 1-1-91  
 SCALE N.T.S.



\*REPLACE WITH EXISTING  
 TYPE OF MATERIAL

SIDE VIEW  
 (SPECIAL PROVISIONS FOR GRANITE CURBS)

### **SECTION III – SAFETY REQUIREMENTS**

Safety is the sole responsibility of the permittee. All safety costs will be borne by the permittee.

On any construction that requires the street to be closed, it is the responsibility of the permittee to notify the City of Elmira Police Traffic Bureau. They may require sketches showing how traffic is to be re-routed. **Notification must be forty-eight (48) hours prior to construction.** Bureau may reject plan in which case construction cannot commence.

Safety and security of the area around the excavation will be the sole responsibility of the permittee. Every attempt shall be made to protect the public from hazardous conditions. Flashing lights, wood barricades, steel plates, etc., are examples of such protection. In those cases where unsafe conditions occur, as determined by the City of Elmira Police Department, it may be necessary for personnel from the Public Works Department to correct the unsafe conditions such as adding additional barricades. In these cases, the cost shall be at the permittee's expense.

#### **TRAFFIC PROTECTION:**

All requirements will meet O.S.H.A. guidelines as well as M.U.T.C.D. guidelines. (See O.S.H.A. and M.U.T.C.D. Manuals)

#### **EXCAVATION SAFETY:**

All requirements will meet O.S.H.A. guidelines and M.U.T.C.D. guidelines, as well as the current edition of the NYSDOT Standard Specifications for Construction and Materials. (See O.S.H.A., M.U.T.C.D., and NYSDOT Manuals)

#### **PERSONAL SAFETY:**

All requirements will meet O.S.H.A. guidelines. (See O.S.H.A. Manual)

**Note:** At no time will any employee of the City of Elmira enter an excavation that does not meet O.S.H.A. Standards. This may affect proper inspection.

## **SECTION IV – INSURANCE REQUIREMENTS**

The City of Elmira requires the following insurance amounts and types for all permittees completing work in Elmira:

- a) **Workers' Compensation Insurance and Disability Benefits Insurance** shall be obtained in accordance with the law of the State of New York.
  
- b) **Public Liability and Property Damage Insurance**
  - 1) **Public Liability Insurance**: Not less than one million (\$1,000,000) for injuries including accidental death to any one person, and subject to the same limit for each person, and in an amount not less than two million (\$2,000,000) on account of one occurrence.
  
  - 2) **Property Damage Insurance**: Not less than two-hundred fifty thousand (\$250,000) for damages on account of any one accident and in an amount not less than \$250,000 for damages on account of all accidents.
  
- c) **Owner's Protective Liability and Property Damage Insurance** in amounts equal to that specified for public liability and property damage insurance to protect the City against any and all claims arising from the operations of the permittee. Owner's Protective Liability Insurance policies should contain the following provisions:
  - 1) The presence of the City's agents and employees on the site of the work shall not invalidate the policy of insurance.
  
  - 2) The policy shall not be invalidated by reason of any violation of any of the terms of any policy issued to the permittee.
  
- d) All policies of insurance required of the permittee, except Workers' Compensation and Disability Benefits, insuring, indemnifying and saving harmless the City of Elmira, shall be endorsed **naming the City of Elmira and its officers and employees and agents, as an ADDITIONAL INSURED ON A PRIMARY BASIS.**
  
- e) **Proof of Coverage of Insurance**: The permittee shall furnish the City of Elmira certificates of all insurance, each of which shall contain the following provision: Such insurance shall not be cancelled, terminated, modified, or changed by either the permittee or the insurance company, except on ten (10) days prior written notice sent by the insurance company via registered mail to the City. Such notices shall be addressed to the City of Elmira, New York.

## **SECTION VI – ABBREVIATIONS**

A.D.B.E.	--	As Determined by Engineer
A.S.T.M.	--	American Standards for Testing Materials
DEG.	--	Degree
DIA.	--	Diameter
F.	--	Fahrenheit
Ft.	--	Feet
H.	--	Height of Fill over top of pipe
H.D.	--	Hub Diameter, outside diameter of pipe at bell/band
I.D.	--	Nominal Inside Diameter
In.	--	Inches
Max.	--	Maximum
Min.	--	Minimum
M.U.T.C.D.	--	Manual of Uniform Traffic Control Devices
N.T.S.	--	Not to Scale
NYSDOT	--	New York State Department of Transportation
O.D.	--	Outside Diameter
O.S.H.A.	--	Occupational Safety and Health Administration
R.O.W.	--	Right-of-Way
U.F.P.O.	--	Underground Facilities Protective Organization
W= Trench Width	--	2.0 ft. + H.D. for pipes 48" and less I.D. 2.5 ft. + H.D. for pipes greater than 48" I.D. 1.0 ft. Min. + O.D. for 18" & 24" polyethylene pipe
>	--	Greater than
<	--	Less than

## SECTION VII – BIBLIOGRAPHY

Manual of Uniform Traffic Control Devices as adopted by NYSDOT from Codes, Rules and Regulations of the State of New York; Manual No. 3309.

Manual of Uniform Traffic Control Devices for Streets and Highways, Washington, D.C: Technical Data Center, Document ASA D6.1-1961, Part V, 1961.

Occupational Safety Health Administration Code of Federal Regulations, Labor 29, Part 1926 Revised as of July 1, 1990, Sub-part P-Excavation 1926.650: U.S. Government Printing Office, Washington, D.C., 1990.

Standard Specifications Construction and Materials – Office of Engineering, NYSDOT, January 2, 1990.

**CODE OF ORDINANCES  
CHAPTER 22 – ARTICLE IV**

**Section 1.** That Chapter 22, Article IV, Section 22-72 of the Code of Ordinances of the City of Elmira, as amended, is hereby amended to read as follows:

***\*Section 22-72. Required Fees.***

(a) No sidewalk or curb within a public street or other public space shall be altered without a permit issued by the City Engineering Department. There shall be no fees for such permits for new one- or two-family construction. For all other cases, the fees for such permits are:

- (1) For sidewalks twenty (20) feet long and under, there shall be no fee;
- (2) For sidewalks greater than twenty (20) feet long and less than one hundred (100) feet long, the fee shall be twenty-five dollars (\$25)
- (3) For sidewalks of one hundred (100) feet and greater in length, the fee shall be thirty-five dollars (\$35);
- (4) For curb cuts involving a granite or stone curb, the fee shall be five dollars (\$5) per foot;
- (5) For curb cuts involving a concrete curb, the fee shall be three dollars (\$3) per foot; and
- (6) For curb cuts involving a blacktop or macadam curb, the fee shall be one dollar (\$1) per foot.

***Section 22-73. Issuance.***

A permit required by this division may be issued by the City Engineering Department only when the work proposed to be done conforms to the following standards:

- (1) There shall be no more than (4) driveways giving access to any lot and no more than two (2) driveways on any single frontage of any lot.
- (2) Where there is only one (1) driveway giving access to a lot the curb may not be lowered for a distance greater than thirty (30) feet; where more than one (1) driveway gives access to a lot, no curb may be lowered for a continuous distance greater than twenty-four (24) feet.
- (3) Between driveways on the same lot, there must be at least twenty (20) feet of full curb.
- (4) On a corner lot no curb shall be lowered within six (6) feet of the corner of the lot, or in case the lot line is curved at the corner, no curb shall be lowered on the curve or within ten (10) feet of the center of such curve.

- (5) The grade of the ramp to the sidewalk elevation shall be subject to the approval of the City Engineering Department and, in general, should be within the park strip, if there is one, and where there is no park strip, the ramp should not exceed one-fourth (1/4) of the width of the sidewalk.
- (6) The curb shall not be cut lower than a point one (1) inch above the gutter.
- (7) Where the driveway is intended for a gasoline filling station, there shall be on the street line of the lot, opposite the full curb, a curb of at least six (6) inches high. Such curb shall begin three (3) feet from the driveway.
- (8) No curb may be lowered or driveway constructed which may be in any way dangerous or hazardous to pedestrians or vehicular traffic.

**Section 2. Repeal.**

All ordinances or parts of ordinances heretofore passed which are in conflict or are inconsistent with any provision or provisions of this ordinance are hereby repealed.

**Section 3. Effective Date.**

This ordinance shall take effect immediately upon adoption and published according to law.

Adopted on August 15, 1988 and published on August 22, 1988.

**\*Section 22-72. Required Fees Amended Ordinance No. 2007-081 Adopted by City Council on February 5, 2007**