

Minimum Sidewalk Requirements



Downtown Development District

201 St. Charles Ave., Ste. 3912

New Orleans, LA 70170-3912

MEMORANDUM

TO: Applicant

FROM: Richard McCall
Director of Public Space Operations
Downtown Development District

Thank you for your interest in the Downtown Development District's Sidewalk Enhancement Program. This package includes a copy of the program guidelines for your review. Please note the application form on the last sheet of the enclosed packet. This form must accompany all requests for funding and must be submitted within 6 months of the completion of the sidewalk enhancement project. You should also include with your application, these items:

- (1) Contractor estimates (to support funding request)
- (2) Total square footage of sidewalk
- (3) Three 8 1/2 " X 11" copies of your site plans

It is important to note that the amount of reimbursement is based on funding availability and the number of applicants that are submitting requests. Because of budgetary constraints, **all applicants are not guaranteed to receive a 50% reimbursement during the course of a fiscal year.**

If you have any questions, please feel free to contact me.

Downtown Development District Process Guide

1. Obtain a copy of the Minimum Sidewalk Requirements (ordinance) from the Downtown Development District.
2. Obtain permit from the City of New Orleans – Department of Public Works (Permit granted to real owner of property.)
3. Pay Deposit to City of New Orleans – Department of Public Works (\$0.50 sq/ft) – 10% of the deposit will be retained by the Department of Public Works, 90% will be refunded.
4. Contact in writing the utility companies:
 - a. Sewerage & Water board
 - b. Entergy
 - c. BellSouth
 - d. Cox Communications
5. Submit brick samples to the DDD for approval (project should not begin until the materials have been approved.)
6. Begin Enhancement Project.
7. Submit funding application along with:
 - a. Contractor's Estimates
 - b. Site Plans (3 Copies – 8 1/2 x 11")
8. DDD inspection – approval process
9. Once the funding request has been approved, you must submit:
 - a. Certificate of Occupancy (Department of Public Works)
 - b. Invoice – Billing the DDD for the approved amount.

(These documents must be submitted within 1 year of completion so that your payment can be processed.)

**MINIMUM SIDEWALK REQUIREMENTS
STREETS, SIDEWALKS AND OTHER PUBLIC PLACES
NEW ORLEANS CODE**

Sec. 143-193 Minimum sidewalk treatment within the Downtown Development District

(a) All new sidewalks or banquettes or repaved sidewalks or banquettes immediately adjacent to property located within the downtown development district which is defined as that area bounded by the uptown side of Iberville Street, the river side of South Claiborne Avenue, the downtown side of the Pontchartrain Expressway and the river, shall be paved, repaved or constructed either with brick in the tan-medium brown color range or with Pennsylvania bluestone in the blue-grey color range. The department of streets and the clerk of council shall maintain as a public record, available for public inspection, a map and detailed plans, which delineate the type of treatment for each sidewalk, located within the Downtown Development District and Vieux Carre. Such details, plans, and map shall be referred to as “on file” for the purposes of this section and section 146-194.

- (1) Category A streets shall be paved, repaved or constructed with brick in the tan-medium brown color range, pattern and construction as per detail series No. DDD-A on file.
- (2) Category B streets shall be paved, repaved or constructed with Pennsylvania bluestone in the blue-grey color range, pattern and construction as per detail series No. DDD-B on file.
- (3) Category C streets may be planted with street trees, pattern and construction as per detail series No. DDD-C on file.

All streets not identified as category A, B or C shall be exempt from the provisions of this section. Details for the aforementioned sidewalk treatment are to be found in the General Specifications and Standard Plans for Street Paving and Temporary Surfacing, City of New Orleans, Louisiana, section on minimum sidewalk treatment within the downtown development district.

(b) All roadway curbs within the downtown development district will be either stone curbs or vertical concrete curbs as per details in Plan #14 on file, integral concrete curb as per precast concrete curb section, found in the General Specifications and Standard Plans for Street Paving and Temporary Surfacing, City of New Orleans, Louisiana. In the warehouse district where granite and slate roadway curbs exist in sections of two (square) feet or more, they shall be reset in place.

(c) No person shall remove an existing sidewalk or install a new sidewalk, or make any cut for any purpose whatsoever in any sidewalk pavement, in the Downtown Development District without first having obtained a permit from the director of the department of streets. Application for such a permit shall be made on a printed form, which the director of the department of streets shall furnish for this purpose. Such form shall include the name and address of the person desiring to install a sidewalk, and the dimensions and location of such sidewalk. The permit required by this section shall be granted only to the owner of the real property adjacent to which the proposed sidewalk is to be constructed and maintained upon the application of such owner or his authorized agent. The director of the department of streets is authorized to issue a “stop work” order for sidewalk construction being performed in violation of this section.

- (1) The property owner is required to provide all sidewalk and curb materials.
- (2) All existing granite and slate curbs shall be retained by the city for reuse within historic districts

(3) Brick or bluestone sidewalk material shall be retained and reused whenever possible.

(d) The director of the department of streets shall exact from the applicant, before issuing a permit for the installation of a sidewalk, a deposit to guarantee compliance with the provisions of this article. The monetary deposit required shall be \$0.50 per square foot. Upon completion of the sidewalk, and inspection thereof by the department of streets, if the sidewalk meets the city's specifications, ten percent of the monetary deposit shall be retained by the department of streets to defray the expense of the necessary inspection and a refund to the depositor of 90 percent will be made. The sewerage and water board, South Central Bell, New Orleans Public Service, Inc., Cox Cable Television, Western Union, and their successors, shall comply with the provisions of this section but are not required to comply with the permit or monetary deposit requirements.

(e) Any property owner in the downtown development district, prior to the demolition of old sidewalks or installation of new sidewalks and adjustment of any manholes, catchbasins, metal frames and covers, etc., shall contact in writing the utility companies (sewerage and water board, New Orleans Public Service, Inc., South Central Bell, Western Union and Cox Cable Television). The purpose is to obtain any information regarding proposed new utilities or revisions to existing utilities. Such notification must be given by the property owner at least 90 days prior to the planned activities to permit coordination of work efforts.

¶ When a city agency or utility company has to make repairs under an existing concrete sidewalk or banquette and 35 percent or more of that concrete area within a property owner's portion of sidewalk or banquette has to be removed to perform the utility construction or repair, the city agency or utility company performing the work is responsible for replacing the entire sidewalk or banquette within the property owner's portion in concrete, pattern and construction as per detail No. DDD-D on file.

- (1) When a property owner makes repairs to 35 percent or more of an existing concrete sidewalk area then the entire sidewalk must be replaced according to the minimum standards set forth in this section.
- (2) When repairs to an existing concrete sidewalk are less than 35 percent of a property owner's portion of a sidewalk or banquette area, then the replacement shall be made in concrete to match the existing pattern.

When a city agency, utility company or property owner has to make repairs within a sidewalk or banquette paved in any material other than concrete, then the replacement must be made in kind, that is, the replace materials shall be the same as the materials removed and must match the existing pattern.

(g) All category C streets may be planted with street trees, species to be selected and approved by the parkway and park commission in cooperation with the Downtown Development District. All trees shall be a minimum of two inches caliper in size taken six inches from the top of the root ball. Street trees shall be planted in the ground with metal tree grates suitable for pedestrian traffic. In addition, metal tree guards are required in the area bounded by Loyola, Iberville, S. Peters and Poydras Street and on the following streets: Front Street, Howard Avenue, Poydras Street and Loyola Avenue. Tree grates and tree guards will, if available, be provided to the owner by the downtown development district. No stationary raised planters will be permitted on sidewalks with the Downtown Development District. Street trees will be located and planted as per details No.DDD-C and DDD-C1 on file unless the proposed trees conflict with the existing utilities under the sidewalk or banquette where the trees are being proposed. Prior

approval of all tree placements must be obtained from the department of utilities, in consultation with the planning advisory committee. See details on street tree planting for location and spacing between trees in the General Specification and Standard Plans for Street Paving and Temporary Surfacing, City of New Orleans, Louisiana, section on minimum sidewalk treatment within the Downtown Development District.

(h) Property owners shall assume full responsibility for maintaining a clean and unobstructed right of way within their portion of sidewalk or banquette including the care and maintenance of street trees. It is the responsibility of the property owner to procure, plant, maintain and remove all trees, regardless of who constructed the sidewalk.

(i) The director of the department of streets is authorized at his discretion, to approve the installation of temporary sidewalks constructed with other paving materials on a case-by-case basis, after consultation with the Downtown Development District, the city planning commission, and the district council member of the area.

(j) The director of the department of streets is authorized, at his discretion, to waive the installation of sidewalks constructed with other paving materials on a case-by-case basis, after consultation with the downtown development district, the city planning commission, and the district council member for the area.

(k) Canal Street sidewalks from the Mississippi River to Claiborne Avenue shall be designated a category district. All sidewalks on Canal Street shall be constructed, maintained and restored in Pennsylvania Bluestone in accordance with plans and specifications prepared by Charles Caplinger Planners. The department of streets and the clerk of council shall maintain as a public record, available for public inspection, detailed plans and specifications for the type of treatment for Canal Street sidewalks.

(l) St. Charles sidewalks from Poydras to Howard Avenue shall be designated a category E street. All sidewalks on St. Charles Street shall be constructed, maintained and restored in Boren Mount Vernon Red infill brick pavers, and Boren Louden brown pavers for borders, in accordance with plans and specifications prepared by Design Consortium Limited. The department of streets and the clerk of council shall maintain as a public record, available for public inspection, detailed plans and specifications for the type of treatment for the St. Charles sidewalks. All other sidewalks along St. Charles Street within the boundaries of the downtown development district will be a category A street.

(m) Lafayette Mall sidewalks from Convention Center Boulevard to St. Charles Street shall be designated a category F street. All sidewalks on Lafayette Mall shall be constructed, maintained and restored in Boren Mount Vernon Red infill brick pavers, and Boren Louden brown pavers for borders, in accordance with plans and specifications prepared by Hewitt-Washington and Associates and Charles Caplinger Planners. The department of streets and the clerk of council shall maintain as a public record, available for public inspection, detailed plans and specifications for the type of treatment for the Lafayette Mall sidewalks.

(Code 1956, § 61-27.1)

See Attached PDF file for all Drawings and Maps related to Code 1956, § 61-27.1)



SIDEWALK IMPROVEMENT PROGRAM APPLICATION FOR PARTICIPATION

NAME OF APPLICANT: _____

PROJECT ADDRESS: _____

CITY, ST, ZIP _____

PHONE NUMBER (S): RESIDENCE _____ OFFICE _____

PROJECT DESCRIPTION :

ESTIMATED COST: _____ **SQUARE FOOTAGE OF PROJECT AREA:** _____

LABOR: \$ _____ TOTAL SQ. FT. _____

MATERIALS \$ _____ TOTAL COSTS PER SQ. FT. \$ _____

TOTAL COSTS:\$ _____

ARCHITECTURAL PLANS

ENCLOSED? YES _____ NO _____

DDD OFFICE USE ONLY

DDD REVIEW: _____ CITY REVIEW: _____

CERTIFICATE OF OCCUPANCY RECEIVED: YES _____ NO _____

CONTRACT SIGNED: _____ DATE SIGNED: _____