



October 11, 2017

### OAK CREEK IMPROVEMENTS – PHASE 3 (#02-290)

The City of Kettering is planning to do a street improvement project in your neighborhood in 2018.

This project will involve isolated replacement of deteriorated curb along the streets and repair of existing drive approaches and sidewalks, as necessary. In addition, the roadways will be resurfaced (funded 100% by City of Kettering).

Kettering's policy is that property owners are responsible for maintaining the curbs, sidewalks and drive approaches abutting their property. This cost will be assessed to the property owner(s). Earlier this year the Engineering Department marked and measured curb, sidewalk and drive approaches for repair.

An official notification letter will be mailed to you in January of 2018 (via Certified Return Receipt from the U.S. Postal Service) with additional information, including an estimate of the repair cost that applies to your property.

As a property owner, you will have two options for making the necessary repairs abutting your property. Regardless of the option you choose, all repair work will be inspected by the City and must meet City standards to ensure quality and uniformity.

**OPTION 1.** You may hire a qualified contractor to make the repairs at your property. Before any work may start, the contractor you hire must obtain a Right-of-Way Construction Permit from Kettering's Engineering Department and must have a performance bond and insurance on file with the City. Your contractor has until May 18, 2018 to obtain a permit and the work must be **COMPLETED BY June 1, 2018.**

**OPTION 2.** You may have the City's contractor do the work. This option is automatically used unless work is completed under Option 1 per the dates above. Under Option 2, the work will be completed in 2018 and the City will perform a final inspection before we send you the final bill in 2019.

When you receive the final bill in 2019, you will be given the following payment options:

1. Pay the amount in full when the final bill is received.
2. Have the cost added, as an assessment, to your property tax bill (paid to Montgomery County). If you choose to have it placed on your property tax bill, you will pay the assessment—plus interest, a 5 percent county collection fee, and approximately 2 percent city administration fee—over a period of one to ten years, depending on the final amount of your assessment. (This assessment will likely appear on your January 2020 tax bill.) The county collection fee is applied only to the collection of each payment, not to the unpaid balance.

This project is expected to bid in early 2018, with construction to start in the summer of 2018.

Further information will be coming in January of 2018. If you have questions before then, please contact the Engineering Department at 296-2436 or Chad.Ingle@ketteringoh.org.



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## **AFTER THE WORK IS COMPLETED**

1. **Water the new grass.** A small portion of the grass along the sides of your sidewalk, curb and drive approach is likely to be dug up during the repair process. To restore the grass, the contractor will place topsoil & grass seed along the repaired areas. Just remember you need to water those areas to ensure growth.
2. **Do NOT paint house numbers on the curb.** After your new concrete is placed, you may receive a flyer from an independent organization offering to paint your house number on your curb or drive approach. The City strongly discourages this practice, as paint is difficult to maintain on concrete. Instead, we suggest putting your house number on your mailbox, or on your house with the recommended 6" number height.

### **TIPS FOR HIRING A CONTRACTOR**

The City of Kettering offers these guidelines, if you choose to hire your own contractor:

- Contractors' schedules fill up quickly. Call contractors early in the year for quotes.
- Obtain quotes from three contractors.
- All contractors must obtain a Right-of-Way Construction Permit from the City's Engineering Department. Be sure your contractor has a permit for your property before allowing him to begin.
- The City requires contractors to carry liability insurance and to post a performance bond before a permit is issued. This helps guarantee the contractor will do a safe and acceptable job.
- Do not obtain a permit in your name if a contractor will be doing the work. The responsibility falls upon the person named in the permit to finish the job and/or correct unacceptable work.
- The City does not require, but strongly urges you to draw up a contract between you and your contractor. This will help ensure the quality of work.

The City cannot recommend any particular contractor. If you want to find out if your contractor is currently bonded and insured with the City, you may call the Engineering Department at 296-2436 for verification.