

# Sidewalk Assessment Process



Residents of West Chester Township may petition to request new sidewalks in existing neighborhoods. This process allows homeowners to initiate a public improvement project, with the cost shared by affected property owners through a special assessment on property taxes.

[www.westchesteroh.org](http://www.westchesteroh.org)



# Step-by-Step Sidewalk Assessments

- #1** Collect signatures from more than 50% of affected property owners.
- #2** Identify boundaries and location for the proposed sidewalk.
- #3** Send petition and supporting info to:  
Township Administrator  
9113 Cincinnati-Dayton Rd  
West Chester, OH 45069
- #4** Township notifies owners and holds a public hearing. An estimate of costs will be provided in advance.
- #5** Trustees consider the request and vote on the improvement.
- #6** If approved, the township oversees design and construction.
- #7** Costs are assessed to affected properties via property tax bills.

*Note: Lighting or sewer improvements follow similar procedures.*

For questions or sample petition forms:  
513 777-5900 | [www.westchesteroh.org](http://www.westchesteroh.org)

