



POLICY / GUIDELINE
DEPARTMENT OF PUBLIC WORKS

CATEGORY: ENGINEERING
FROM: SHAWN STAUSKE
DATE:
SUBJECT: ASSESSMENT FOR MAINTENANCE OF SIDEWALKS / DRIVEWAYS

NUMBER: 12
P.W.C. APPROVAL: 6-28-21
C.C. APPROVAL: 7-6-21

A. SIDEWALK REHABILITATION

Except as otherwise provided herein, sidewalk will be rehabilitated via mud jacking or saw cutting as part of a sidewalk maintenance or street improvement project and 100% of the cost thereof assessed to the abutting property owner if at least one of the following criteria is met:

1. The sidewalk, at a crack or joint, is vertically displaced more than $\frac{1}{2}$ " and less than $1\frac{1}{2}$ " measured within approximately 1" of the adjacent surface.
2. Visual evidence indicates prolonged water ponding on the sidewalk surface.
3. The sidewalk surface does not conform to requirements of the ADA law.

B. SIDEWALK REPLACEMENT

Except as otherwise provided herein, sidewalk will be removed and replaced as part of a sidewalk maintenance or street improvement project and 100% of the cost thereof assessed to the abutting property owner if at least one of the following criteria is met:

1. The sidewalk, at a crack or joint, is vertically displaced more than $1\frac{1}{2}$ " measured within approximately 1" of the adjacent surface.
2. The sidewalk contains a crack or gap which is more than 1" wide measured $\frac{1}{2}$ " below pavement surface. This criterion applies also to a gap between the sidewalk edge and adjacent driveway or driveway apron.
3. The sidewalk surface of any section is spalled or deteriorated more than 4 square inches measured $\frac{1}{2}$ " below pavement surface or more than 2 square inches measured 1" below pavement surface.
4. Sidewalk is heaved or subsided more than 4" beyond the average sidewalk grade line measured adjacent to the displaced sidewalk squares even though there may be no abrupt vertical displacement at a joint.
5. Two or more of the above defects are present on a given section and are each within 75% of the stated minimum measurements.
6. Visual evidence indicates water ponding on the sidewalk surface longer than 24 hours.
7. A city Engineering Technician determines the sidewalk is a safety hazard for general pedestrian or disabled users.
8. The sidewalk surface does not conform to requirements of the ADA law.
9. Cracked sections of sidewalk adjacent to a section being rehabilitated or removed will also be marked for removal due to the probability of damaging the cracked section

during work on the adjacent section. Such cracked sections will not be replaced unless one or more of the above described deficiencies exists.

C. DRIVEWAY APRON REPLACEMENT

1. Driveway aprons will be removed and replaced as part of a concrete maintenance or street improvement project and 50% of the cost thereof assessed to the abutting property owner if:
 - a. The apron is a part of or contiguous to the project; and
 - b. The apron to be replaced is surfaced with concrete or asphalt; and
 - c. The apron meets at least one of the following criteria for replacement:
 - 1) The apron adjacent to the sidewalk is vertically displaced more than 1" causing a potential hazard to pedestrians on the sidewalk.
 - 2) The apron adjacent to the sidewalk is vertically displaced and creates significant impedance to drainage from the sidewalk to the street.
 - 3) The apron must be removed incidental to the reconstruction of the adjacent street. (Examples: to match new grades; to allow slip-form curb and gutter construction.)
 - 4) The city Engineering Technician determines the condition of the apron poses a public nuisance or safety hazard to the general public.
2. The cost for removal and replacement of an existing apron for any reasons not listed above or for construction of a new apron will be assessed 100% to the abutting property owner.

D. DRIVEWAY REHABILITATION OR REPLACEMENT

1. A portion of driveway adjacent to sidewalk will be rehabilitated or replaced and 50% of the cost thereof assessed to the abutting property owner if the surface is vertically displaced more than 1" causing a potential hazard to pedestrians on the sidewalk.

E. ASSESSMENTS

1. A city Engineering Technician will perform a survey prior to construction to determine the limits of concrete sidewalk or driveway apron meeting the criteria listed herein.
2. The amount assessed will include the applicable contract costs for concrete rehabilitation, removal, base course, new concrete, and grass restoration. Each lot shall be assessed an additional 15% of the lot's net assessable construction costs to cover engineering, testing and administrative expenses, up to a maximum amount of \$200.
4. Additional sidewalk or driveway apron areas may be rehabilitated or replaced as part of a sidewalk maintenance or street improvement project if the abutting property owner requests the additional work and agrees to pay the cost.
5. The city will not assess costs for the replacement of a sidewalk or driveway apron that has been replaced and assessed within the previous two years.

6. Per a decision of the Public Works Committee on July 8, 2002, the city will pay for rehabilitation or replacement of inter-block sidewalks.
7. Per a decision of the Public Works Committee on April 28, 2014, the city will not assess costs for sidewalk being replaced only to meet changes in street grades.
8. Per a decision of the Common Council on September 5, 2017, an assessment credit of 50% of the costs to remove and replace (but not rehabilitate) sidewalk will be applied if the city Engineering Technician determines that city terrace tree root(s) caused the sidewalk to heave.