



**CITY OF MARSHFIELD, WISCONSIN
POLICIES AND PROCEDURES**

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|-------------------|-------------------------|
| 1. COMMON COUNCIL | 4. FINANCIAL |
| 2. ADMINISTRATIVE | 5. PUBLIC WORKS |
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CHAPTER: Street/Sewer Construction and Maintenance

SUBJECT: Sidewalk Construction and Repair

POLICY NUMBER: 5.130

SUPERSEDES POLICY DATED: August 2, 1977, May 27, 1986, March 10,
1992, August 24, 1999 and January 23, 2001

PAGES: 4

EFFECTIVE DATE: July 14th, 2010

Special Notes: This policy/procedure manual does not in any way constitute an employment contract and the City of Marshfield reserves the right to amend this manual at any time subject only to approval by the Common Council.

This policy shall supplement Section 13.32 of the Municipal Code, which is incorporated herein by reference.

SIDEWALK INSTALLATION

1. Sidewalk shall be installed on both sides of the street whenever curb and gutter are installed.
2. Exceptions to the installation of sidewalk on one or both sides of the street.
 - a. The need for sidewalk is addressed by a multi purpose trail.
 - b. A delayed installation has been negotiated as a part of a developer's agreement, or otherwise approved by the Board of Public Works.
 - c. If local topography or other physical constriction does not allow for the construction of sidewalks to the current accessibility requirements or guidelines and approved by action of the Board of Public Works.

3. A decision on need for sidewalk in an area where curb and gutter were installed without a sidewalk may be reviewed at any time that circumstances appear to have materially changed to warrant a present need for sidewalk due to the following determinations:
 - a. Automotive traffic
 - b. Pedestrian traffic
 - c. Population density
 - d. Construction of serving units such as a shopping center, school, church, etc.
4. Powers of the Board of Public Works are:
 - a. The Board of Public Works is empowered to authorize in specific cases such variance from the terms of this policy as will not be contrary to the public interest, where owing to special conditions, a literal enforcement of the provisions of this policy will result in practical difficulty or unnecessary hardship so that the spirit of this policy shall be observed, public safety and welfare secured, and substantial justice done.
5. New sidewalks may only be installed on an existing street where there is curb and gutter with a paved street and storm sewer or where the Board of Public Works deems it necessary for the safety and welfare of the public.

MINIMUM CONSTRUCTION STANDARDS

1. All sidewalks, curb ramps and multi purpose trails within City of Marshfield right of ways or maintained by the city shall be constructed to the most current ADA accessibility guidelines regulations, statutes, requirements, recommendations and guidelines including current standards of the City of Marshfield and the Wisconsin Department of Transportation, the US Access Board and the Federal Government of the United States.
2. Minimum width for all sidewalks shall be five (5) feet.
3. Minimum width for sidewalks adjacent to curb and gutter shall be (6) feet.
4. All sidewalks shall be constructed of concrete. Asphalt sidewalks are not allowed.
5. All curb ramps shall have truncated domes installed per the City's current 'Standard Specifications'. All truncated domes shall be cast iron similar to those produced by Neenah Foundry unless approved by the City Engineer prior to installation.
6. Sidewalks shall be constructed with the outside edge (back of walk) along the right of way line except where upon investigation the City Engineer determines that:

- a. A number of specimen healthy trees would be injured or require removal.
- b. Sidewalk alignment within a block would be different from existing walks within said block
- c. Severe grade problems would result

SIDEWALK INSPECTION & MAINTENANCE

1. City Engineer shall be responsible for the inspection and the enforcement of sidewalk repair policies for existing sidewalks within the City's right of way.
2. Sidewalk removed and replaced as part of a street improvement project shall be assessed at 100% of the cost thereof assessed to the adjacent property owner if any of the following defect criteria are met. Sidewalk not having defects that is removed and replaced as a part of a street improvement project or removed and replaced as a part of curb ramp upgrade (to current standards) shall be a project cost, and not assessed to the adjacent property.

DEFECTS

1. Any defect in the sidewalk that would present a hazard to a pedestrian shall be repaired. These defects include:
 - a. Differential settling or offsetting joint of ½ inch or greater, or a separation of a joint or crack of more than ½ inch.
 - b. Excessive slope or gross unevenness in any direction.
 - c. Holes, scaling or spalling of more than 20 percent of the sidewalk slab or more than ½ inch deep.
 - d. Slabs where ponding and ice build up might occur.
 - e. Cracks in a slab (any slab broken in more than 3 pieces shall be replaced, slabs with cracks that are less than 1 inch in width and no settling has occurred may be repaired by the homeowner with permanent caulk material. Slabs with a crack greater than 1 inch in width shall be replaced).
 - f. Any sidewalk which the Engineering Division determines to be unsafe or is likely to become unsafe within the next inspection cycle.

TREES PUBLIC & PRIVATE

1. The homeowner is allowed to deviate from locating the sidewalk along the property line to avoid damage from tree roots upon approval of the City Engineer.

2. **Public Trees** - Trees located within the public right-of-way which are either causing upheaval or displacement of sidewalk sections or are otherwise compromised by sidewalk installation, repair, or replacement shall be evaluated by the City Forester who shall make a recommendation as to the health and life expectancy of said trees. Sidewalk sections compromised by trees located within the public right of way shall be repaired or replaced at the City's expense in a manner that is most cost effective for the City. Trees within the public right-of-way that are determined to be unhealthy and/or near term shall be removed by the City of Marshfield, at no expense to the property owner.
3. **Private Trees** – The cost to repair or replace public sidewalks within the right of way shall be entirely at the adjacent property owner's expense when the sidewalks are damaged by upheaval, cracking or displacement of the public sidewalk by the adjacent property owner's private trees.

REPAIR METHODS & TYPICAL MARKINGS

1. The following are acceptable repairs to the above defects:

'L' – (Level / Differential Settling)

- Differential settling may be repaired by manually leveling the slab, grinding, sawing and mud jacking or sidewalk replacement. (Ramping of the adjacent slab by use of mortar or concrete shall not be allowed).

'DOT' – (Crack / Minor Separation)

- Separation of joints of 1 inch or less may be repaired with a permanent caulk as long as there is no differential settling.

'R' – (All Other Defects Requiring Replacement)

- All other defects in the sidewalk shall be repaired by sidewalk replacement.

'T' – (Repair or Replacement as a result of a Public Tree)

- Repair or replacement of a sidewalk slab due to a public terrace tree where the repair or replacement expenses shall be 100% City's expense. The City Engineer or the sidewalk inspector shall make the final decision of a public terrace tree repair (i.e. repaired at the expense of the city vs. the property owner).

'C' – (Repair or Replacement of City Owned or Maintained Sidewalks)

- A repair or replacement of a sidewalk slab where the City of Marshfield is the owner and maintainer such as curb ramps. The repair or replacement expenses shall be 100% City cost.