



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

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| 1. COMMON COUNCIL | 4. FINANCIAL |
| 2. ADMINISTRATIVE | 5. PUBLIC WORKS |
| 3. PERSONNEL | 6. PARKS AND RECREATION |

CHAPTER: Street/Sewer Construction and Maintenance

SUBJECT: Alley Construction and Reconstruction

POLICY NUMBER: 5.210

PAGES: 1

EFFECTIVE DATE: July 11, 2006

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.

The Board of Public Works shall establish a policy regarding the construction and reconstruction of public alleys. Alley construction and reconstruction projects shall be recommended by the Director of Public works and referred to the CIP Administrative Committee for prioritization. Project recommendations shall be based primarily on pavement inventory rating, maintenance history, and drainage problems, including a history of property damage due to inadequate drainage. Other considerations may include traffic volume, project cost and other factors.

This policy recognizes that alley improvements rank lower in priority than street improvements due to the fact that, outside the Central Business District, benefit to the general public from alleys is limited. Generally, only those properties abutting the alley benefit from the alley.

1. Unopened alleys in developed areas shall not be opened. Unopened alley right-of-way shall be vacated when feasible.
2. New alleys shall only be permitted in new traditional neighborhood development and shall be paved as part of the development. City will not participate in the cost of new alley construction.
3. When new and existing alleys are constructed or reconstructed, they shall be constructed with asphalt pavement and storm sewer as necessary to provide adequate drainage.
4. Asphalt pavement on alley reconstruction projects shall be assessed to benefited properties in accordance with Section 13-96 of the Municipal Code.

5. Reconstruction shall be defined as placement of new subbase material, base course and hard surface pavement for the full width of the alley and for a length of not less than one city block.
6. Asphalt and concrete patching, asphalt overlays over concrete alleys, and asphalt overlays on asphalt alleys shall be considered maintenance activities and are not assessable.