

<b>City of Northfield, Minnesota</b>	<b>Policy Number: 9.03</b>
<b>PUBLIC WORKS (STREET DIVISION)</b>	<b>Adopted: 9/18/2018 – Motion 2018-098</b>
<b>SIDEWALK AND TRAIL INSPECTION AND MAINTENANCE POLICY</b>	<b>Revised:</b>

## **1.03 SIDEWALK AND TRAIL INSPECTION AND MAINTENANCE POLICY**

### **A. PURPOSE**

The City of Northfield finds that it is in the best interest of the City to do the maintenance of the public sidewalks and trails. Public sidewalks and trails vary in age and in quality of condition. Not every irregularity in the surface of a sidewalk and trail rises to the level of a defect. The City recognizes that some conditions create unreasonable hazards for the pedestrians, whether it's rollability for wheelchairs, walking aids, and strollers. The goal is to try to minimize these defects within the City.

### **B. SIDEWALK & TRAIL INSPECTION PROCEDURES**

With staff and resources available, the City intends to inspect sidewalks as shown in the schedule below.

1. Downtown sidewalks survey completed annually due to the volume and use by pedestrians.
2. 1/4 of the City's public sidewalks and trail surveyed annually. Sidewalks and trails will be inspected every four years.

Criteria for determining whether the condition of a sidewalk or trail requires replacement or repair will include, but not necessarily limited to:

- Sidewalk having a crack or joint with a deviation or difference in elevation of one inch (1") or more. Either vertical separation or horizontal separation.
- Sidewalk having a crack or joint with an opening width of one inch (1") or more.
- Sidewalk that is broken or missing in a continuous sidewalk location.
- Sidewalk & trails that have settled causing drainage issues
- Sidewalk that has severe pitting or scaling at least 1 inch in depth.
- Trail having a horizontal separation of one inch (1") or more. Either horizontal or vertical.

### **C. SIDEWALK AND TRAIL REPLACEMENT AND REPAIR**

Upon completion of the annual sidewalk survey, the Street and Parks Manager or his/her designated employee shall establish a replacement and repair schedule.

The replacement and repair schedule will take into consideration:

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- Sidewalk and Trail location and amount of pedestrian traffic.
- Proximity of sidewalk and trail identified as needing replacement or repair to other sidewalk and trail also needing replacement or repair.
- The City’s budget for replacement or repairs.
- The nature and severity of the sidewalk and trail needing replacement or repair.
- Public Safety – History of prior accidents or complaints.

How the sidewalk and trail is replaced or repaired:

- City staff will make repairs to offset joints and cracks by means of grinding or patching with asphalt to remove tripping hazard.
- The City will use City employees, equipment and/or private contractors to replace sidewalk panels or grind sidewalk to remove trip hazards when warranted.
- The City will use cold mix patch in cold weather if it is a severe public hazard exists otherwise trail maintenance will occur during warmer weather with hot mix asphalt.

**D. SIDEWALK AND TRAIL TREE TRIMMING**

The City will follow schedule and criteria for trimming trees as outlined Policy 1.07 Boulevard Tree Maintenance Policy. The Streets and Parks goal is to trim 1/10 of the City Boulevard trees yearly. The City will be broken into ten (10) areas for trimming if sidewalk and trail fall within those areas, trimming will be provided over the trail or sidewalk.

**E. LIMITATIONS**

While the City fully intends to meet the guidelines established in this policy, there may be times when this is not feasible. Issues including, but not limited to, budget constraints, critical equipment failure, weather, or other emergencies may prevent the City from meeting the guidelines established herein.

**F. EFFECTIVE DATE OF POLICY**

This Policy will be effective as of September 18, 2018. Modifications of the Policy will be effective on the date said modifications are approved by the City Council.