



### Sidewalk Construction Guidelines - Current October 2007

Requests for new sidewalks will be accepted through the following means:

- 1) Letter directed to the Director of Public Works or Chief of Right of Way and Grounds Maintenance
- 2) CARE issue
- 3) Written request (paper or digital) by a member of City Council or the Mayor's Office

The Right of Way and Grounds Maintenance Division will evaluate the proposed location based on the criteria of the Pedestrian Safety Improvement (PSI) program.

The PSI criteria are:

- 1) The proposed sidewalk must connect to an existing walk
- 2) The proposed sidewalk must provide a point of destination from residential areas (to shopping centers, playgrounds, parks, etc.)
- 3) The proposed sidewalk must be cost effective; that is, it must not require any costly and extensive reconstruction of the existing site
- 4) The current pedestrian and vehicular traffic volumes must warrant the proposed sidewalk

The approval process varies depending on the designation of the road for which the sidewalk is requested - a local (or residential) road, collector road or arterial road.

If the location requested is within a mile and a half of a public school, the requestor will be notified that if the proposed location does not qualify under the PSI program, the request may be directed through the principal of that school.

#### LOCAL/RESIDENTIAL ROAD

If the proposed location meets all four criteria of the Pedestrian Safety Improvement (PSI) program, the requestor will be notified that a petition approving the project will be required, with signatures from at least 75% of the households and/or businesses in the proposed sidewalk area.

The petition must take into account all inhabited structures (homes, businesses) on properties that immediately abut both sides of the block or blocks of the street on which the sidewalk would be constructed. This includes properties on corners and whose street addresses may be other than the street being considered for a sidewalk. In cases involving rental properties, tenants of rental properties will be accepted in lieu of property owners, as will managers of large complexes in lieu of individual tenants.

In most cases, locations that meet the four requirements, but do not meet 75 percent approval, will be denied. The Director of Public Works, by ordinance, may ultimately approve a sidewalk, particularly if the area poses a unique safety hazard or there is another compelling need, and is otherwise approved by the Chief of Right of Way and Grounds Maintenance.

Sidewalks that are approved will be placed on a waiting list to be constructed at such time as determined by the Right of Way and Grounds Maintenance Division as funding allows.

#### COLLECTOR OR ARTERIAL ROAD

Sidewalks requested for roads designated "collector" or "arterial" are not subject to petition due to the inherent safety concerns of such roadways. The proposed location must still meet all four criteria of the PSI program, and is subject to overriding approval by the Director of Public Works.