

Safe Paths of Travel: Projects, Results and Continuing Efforts

"Walking is a gateway mode for all transportation."

– American Public Transportation Association

Pedestrian travel is a vital part of the vibrant economic and social life of any area, and pedestrian amenities – such as wide sidewalks, crosswalks, curb cuts, landscaping and benches – are beneficial additions which make communities safe, friendly and livable. Deficiencies in the pedestrian network have a disproportionate impact on seniors, children, low income populations and people with disabilities, individuals for whom use of pedestrian facilities and transit is their lifeline to independence. The federal and state governments have adopted policy language that recognizes the importance of pedestrian infrastructure stating that an integral step in encouraging people to walk and ride bicycles is that of retrofitting and building 'complete streets.' Complete streets are streets that "are designed and operated to enable safe access for all users. Pedestrians, bicyclists, motorists and bus riders of all ages and abilities are able to safely move along and across a complete street." ¹

February 2012

Pedestrian Safety Work Group

***(A subcommittee of the Regional Transportation Commission's
Elderly & Disabled Transportation Advisory Committee)***

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- *B: Improving the Safety and Accessibility of Sidewalks in Santa Cruz County*
- *C: Maintenance Standards for all 5 Local Jurisdictions*
- *D: Origins and Destinations with Pedestrian Assessments and Maps*
- *E: Hazard Report*
- *F: Outreach Activities*

1 Local Conditions

1.1 Importance of the Pedestrian Network

The public tends to focus on congestion as the primary transportation problem. This approach does not generally address the transportation needs of people who do not drive, primarily seniors and people with disabilities, and leaves these populations in a disadvantaged position to advocate for improvements and funding for projects other than increases in road capacity.

Seniors and people with disabilities are unable to exercise the fullest range of mobility options available if they can't use pedestrian facilities due to issues such as: gaps in the network, absence of curb cuts, rough or uneven pavement, and barriers in the sidewalk network (street lights, newsstands, etc.).

Most local jurisdictions do not have the staff time and resources to evaluate the pedestrian network at the level of detail that is possible by individuals using the system, and require assistance with identifying and prioritizing improvements.

Not all decision makers and members of the public are aware of the difficulties endured by seniors and people with disabilities attempting to navigate deficient pedestrian facilities.

The local Santa Cruz Metropolitan Transit District provides the fixed route bus service as well as the Americans with Disabilities Act-mandated paratransit service. The latter is costly for the transit district and, at \$4 per ride (\$8 per round trip), can cause extreme financial hardships for seniors and people with disabilities, the majority of whom are on limited and fixed incomes.

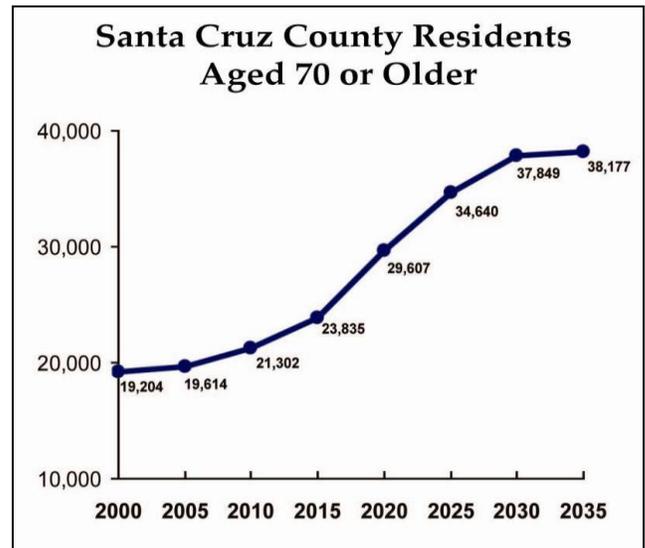
1.2 Populations Served

According to the Senior Economic Security Index (SESI), 1 in 3 senior households have no money left after meeting essential expenses. The Economic Security Standard Index for elders shows that the annual gap between basic costs and incomes is especially high in Santa Cruz County, ranging from \$8,000 to \$29,000 per year for those living on Social Security to \$7,000 to \$28,000 per year for disabled individuals on Social Security Insurance depending on whether the individual has a mortgage, rents or has paid off their mortgage.²

According to the California Department of Finance, the population of Santa Cruz County residents aged 70 and older is expected to rise sharply over the next 20 years, as the baby boomers age, then level out in 2030.

² Elder Economic Security Standard Index 2009 for Santa Cruz County;
http://www.healthpolicy.ucla.edu/eess0910_pdf/Santa-Cruz.pdf

Nearly one-third of Santa Cruz County residents do not drive a personal vehicle due to their age, ability or income. A large portion of these individuals are seniors and people with disabilities. The California Department of Finance currently projects a 14% increase in the rate of growth for ages 65 and under, while those 65 and older are expected to grow by 143% through 2030.



Seniors now make up about 10% of the population and are expected to constitute about 21% of the population in 2030.³ While there is demographic information about the number of people with disabilities in the county, unfortunately there is no way of correlating that data with the need for specialized mobility or transportation.

In 2007, about 30% of the county’s population was of Hispanic or Latino origin. That percentage is projected to increase to 42% in 2020, 48% in 2030, 55% in 2040 and 61% in 2050.⁴ In Santa Cruz County, much of the Hispanic population lives in the southern parts of the county, an area with increased pedestrian injuries and fatalities.

1.3 Mapping Safety Concerns

An analysis of collisions involving pedestrians in Santa Cruz County for the years 2005 – 2009 was conducted using the Statewide Integrated Traffic Record System (SWITRS) data and the results mapped using Geographic Information System (GIS). In addition layers were added to show concentrations of seniors. These maps are helpful to indicate where pedestrian improvements are needed.

The maps are included in [Appendix A](#).

1.4 Pedestrian Safety Work Group

A Pedestrian Safety Work Group comprised of volunteers and agency staff was formed representing various community interests including:

- *Vision impaired – This representative is a business owner, is blind and uses a guide dog, and is active in the sight impaired community.*
- *Senior and disabled bus riders– The representative is the Accessible Services Coordinator for the Santa Cruz Metropolitan Transit District and is responsible for mobility management training to help people figure out how to use the*

³ California Department of Finance

⁴ Department of Finance

bus. He also uses a wheelchair, relies on public transit, serves on the Commission for Disabilities and is chair of the Elderly & Disabled Transportation Advisory Committee.

- *Developmentally Disabled Individuals – The representative is the director of Hope Services Santa Cruz County, an agency dedicated to assisting developmentally disabled adults become independent and fully participating members of the community.*
- *Individuals Unable to use Fixed Route Transit – This representative is the Paratransit Superintendent for ParaCruz, the Americans with Disabilities Act-mandated complementary paratransit service.*
- *Seniors – The representative is the chair of the Seniors Commission.*
- *Advocate for Persons with Disabilities – This member was a former representative from the Commission on Disabilities.*



1.5 Coordination with Local Jurisdictions and Agencies

Santa Cruz County is comprised of 5 jurisdictions; four cities and one county which governs the unincorporated area. The Pedestrian Safety Work Group surveyed the jurisdictions and met with each of five jurisdictions individually on two occasions and once as a group. The purpose of these contacts was to get a better understanding of the way each Public Works Department addresses the pedestrian network by asking the following:

- *Does the jurisdiction regularly inventory the condition of their pedestrian network?*
- *Do they provide any information about the status of the pedestrian network?*
- *Is there an administrative process to ensure prompt resolution of complaints?*
- *Does the jurisdiction promote a community value of property owners maintaining sidewalks?*
- *Does the jurisdiction inform residents about their program for ensuring maintenance?*
- *Is there a highly visible process for reporting sidewalk issues?*
- *Are there information and support resources for property owners seeking to address unsafe sidewalk conditions?*

In addition, the Work Group contacted other agencies such as the Transit District and the University of California, Santa Cruz to get a better understanding of their practices.

The results of the discussions formed an understanding of “baseline conditions” of the local pedestrian infrastructure. Future assessments would provide an indication of whether the pedestrian network is improving and possibly whether the actions of the Work Group are having an effect.

The report – titled Improving the Safety and Accessibility of Sidewalks in Santa Cruz County: A Study of Jurisdiction and Property Owner Responsibilities and Practices – includes the results of the local jurisdiction assessment. This is attached in [Appendix B](#).

One of the main issues that the Pedestrian Safety Work Group discovered through this process was that there was no single set of common sidewalk maintenance standards used by all jurisdictions to define a sidewalk hazard. The Work Group identified what each jurisdiction was using to determine an unacceptable uplift, crack, surface, and clearance space.

The Work Group also consulted the Access Board Draft Guidelines (ADAGG) and the Access Board’s draft Public Rights of Way Accessibility Guidelines (PROWAG). There are minor differences between all of them making it difficult to communicate a single set of common maintenance standards to the public. The Work Group met with the jurisdictions and successfully negotiated a common set of agreed upon standards by all jurisdictions as shown below. A detailed version of this of the maintenance standards are attached in [Appendix C](#).

Sidewalk Maintenance Standards

On December 2010, all five local jurisdictions in Santa Cruz County agreed on including these county-wide maintenance standards in outreach materials.

Vertical Separation	Horizontal Separation	Obstacles	Surface
Not exceed ½ inch	Not exceed ½ inch	Sidewalk must be kept clear to the back of the sidewalk and at least 7’ tall, including vegetation and protruding objects	Sidewalk surface must be firm, stable, slip resistant and debris-free

2 Needs Assessment

2.1 Priority Origins and Destinations for Seniors and People with Disabilities

Early on the Pedestrian Safety Work Group realized the need to identify where concentrations of seniors and people with disabilities are coming from and going to. The Work Group reviewed the scheduling data from both the Americans with Disabilities Act mandated ParaCruz and the safety net transportation program Lift Line, the two largest specialized transportation service providers in the county. This data – along with expertise from the members of the Work Group, representing transit users, developmentally disabled adults, Para Cruz and visually impaired individuals – formed the basis of the list of priority origins and destinations.

The Work Group provided input about the pedestrian facilities near the stops and connecting to the nearest transit stops. Where needed, RTC staff performed an assessment of the sidewalk and pedestrian facilities. A summary of this assessment is included in [Appendix D](#).

2.2 Access to Transit

As noted previously, an analysis was included of the “path to transit” between the priority origins and destinations and the nearest transit stops in each direction. Barriers to fixed route transit result in higher use of paratransit which is more costly, less frequent and more restrictive for the user. Safe paths to transit via sidewalks and other pedestrian facilities will result in higher usage of fixed route transit and greater independence for the user as well as lower costs for the transit district which is required to provide complementary, yet costly, paratransit for those unable to use the fixed route bus system. Because improvements to the pedestrian network result in universal access improvements that benefit all members of the community, these low cost improvements are a win-win for communities.

2.3 Pedestrian Corridors

In addition to priority origins and destinations, the work group compiled a list of pedestrian corridors where there are high levels of current and/or projected pedestrian usage throughout Santa Cruz County. The group’s results are listed below:

- *City of Santa Cruz*
 - *Downtown*
 - *Downtown Santa Cruz to Main Beach/Wharf*
 - *Mission Street retail*
 - *Branciforte/Soquel Avenue*

- *Soquel/Seabright/Frederick Streets*
- *River Street*
- *Emeline/County Services*
- *City of Capitola*
 - *41st Avenue Retail*
 - *Capitola Village*
 - *Capitola Retail along Bay Avenue*
- *Soquel Village*
- *Aptos Village*
- *City of Watsonville*
 - *Main Street*
 - *Beach Street*
 - *Freedom Boulevard*
 - *Outlook Area*
 - *East Lake*
 - *Calabasas*
 - *Airport*
- *Highway 9/San Lorenzo Valley*
 - *Ben Lomond*
 - *Boulder Creek*
 - *Felton/Mt. Herman*
- *Davenport*

2.4 Condition of Facilities

The Work Group identified a number of different problems associated with pedestrian facilities ranging from structural deficiencies in the existing network, to a lack of walkways or crossing devices, to human hazards such as cars blocking the sidewalk. Figure 1 - Figure 12 on the next page highlight the various deficiencies that the Work Group identified in the pedestrian network. A list was developed of all the potential types of problems. This list was incorporated into the Hazard Report (see next section).



Figure 1: Obstructions in crosswalk



Figure 2: Curb cuts on the diagonal lead into middle of street



Figure 3: No detectable warnings at bottom of curb

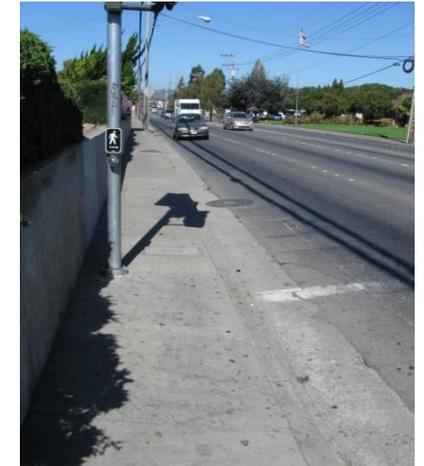


Figure 4: Narrow sidewalk near busy street; no detectable warning at bottom of curb



Figure 5: Fixtures in sidewalk encroach in travel path



Figure 6: Sidewalk uplift due to tree roots



Figure 7: Uneven pavement, difficult for vision and mobility impaired pedestrians

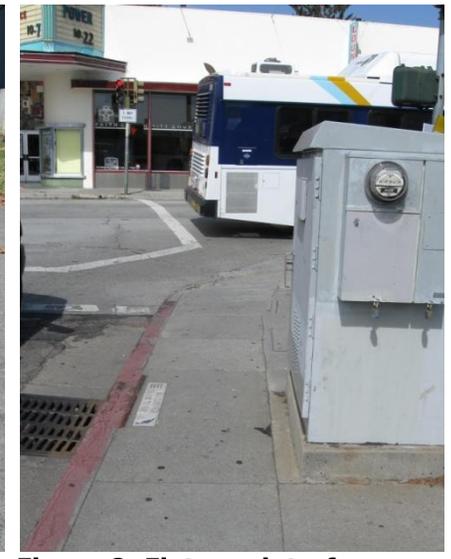


Figure 8: Fixtures interfere with sidewalk



Figure 9: Rough and uneven pavement in crosswalk



Figure 10: Rough and uneven sidewalk surface is tripping hazard



Figure 11: Driveway slope not even with sidewalk



Figure 12: Sidewalk missing near school zone

2.5 Reporting Hazardous Pedestrian Corridors

The primary method for community reporting of problematic sidewalk and pedestrian issues is through the RTC's Pedestrian Access Report. Community members use the forms to report conditions needing repair and the RTC acts as a clearing house to get the reports to the right jurisdiction or entity. Fortunately, the RTC was in the process of updating their website while the Pedestrian Safety Work Group was in the thick of their inventory and analysis process. As such, the Pedestrian Safety Work Group was able to work with bicycle advocates to consolidate the Bicycle Hazard report with the Pedestrian Access Report into one Hazard Report on the website. Through this process the Work Group offered extensive suggestions for revisions to the Hazard Report form. It went from a print and fax back format to an interactive format including an area to load photos and pinpoint issues on a Google map.

RTC staff now tracks the hazard reports and found that in the first month the easy-to-use interactive format generated seven times the number of hazard reports! Although report levels and outreach efforts have leveled off, this dramatic burst of activity indicates that the new, straightforward online form is attractive and useful.

A copy of the Hazard Report form is included in [Appendix E](#).

2.6 Coordination with Other Local Efforts

The Pedestrian Safety Work Group conferred with a number of groups working on similar efforts, yet with different emphases.

2.6.1 Elderly & Disabled Transportation Advisory Committee

The Pedestrian Safety Work Group, as a subcommittee of the Regional Transportation Commission's Elderly & Disabled Transportation Advisory Committee (E&D TAC), made regular presentations to the E&D TAC at their meetings every other month. When necessary, the Work Group sought direction and approval from the E&D TAC. This Safe Paths of Travel Final Report was presented to them at their February 2012 meeting and their comments are incorporated.

2.6.2 Interagency Technical Advisory Committee

The Pedestrian Safety Work Group closely collaborated with members of the Regional Transportation Commission's Interagency Technical Advisory Committee (ITAC). This committee consists of representatives from the five local jurisdictions' public works and planning departments, partner transportation providers such as the Santa Cruz Metropolitan Transit District, both higher education entities (University of California Santa Cruz and Cabrillo College), Caltrans, the Association of Monterey Bay Area Government, and the Monterey Bay Unified Air Pollution Control District. Public Works representatives worked intensively with the

Pedestrian Safety Work Group on the inventory/assessment of local conditions and the development of county-wide maintenance standards.

2.6.3 Community Traffic Safety Coalition (CTSC)

According to the CTSC website "The Community Traffic Safety Coalition's mission is to reduce traffic-related injuries, while promoting the use of alternative modes of transportation. The primary focus is on bicycle and pedestrian safety issues. The Coalition educates all road users in safety practices to decrease the risk and severity of collisions, and advocates for improved conditions to make all methods of transportation safer. Members include community organizations, government agencies, businesses and individuals representing law enforcement, transportation, public works, DMV, education, health and injury prevention, parents, bicycling advocacy, retailers, and manufacturers."

The Pedestrian Safety Work Group has met with the CTSC to share collision data, to collaborate on outreach, to improve the Pedestrian Hazard Report and to discuss partnering on the development of countywide pedestrian facility maps.

2.6.4 South County Bicycle and Pedestrian Work Group (SCBPWG)

The Pedestrian Safety Work Group has worked together with the SCBPWG on pedestrian safety in the southern region of the county. This part of the county has higher rates of pedestrian accidents and fatalities, combined with a larger Spanish-speaking population, lower incomes and higher obesity rates than other parts of the county.

Notably, the Work Group was a partner in hosting a Pedestrian Safety Workshop in collaboration with California Walks and other community groups. This workshop was well attended (given extreme weather conditions), and was conducted in Spanish with English translation services. The Work Group ensured that attendees received sensitivity training about the challenges faced by seniors and people living with disabilities on the pedestrian network through the use of manual wheelchairs, crutches, walkers and other mobility devices.

2.6.5 Jovenes Sanos

The Pedestrian Safety Work Group joined forces with Jovenes Sanos, a youth group focused on better nutrition, more exercise and better health. One of the emphasis areas for Jovenes Sanos is improving the pedestrian network, particularly in the City of Watsonville. As noted previously, this area of the county has higher pedestrian accident and fatality rates. Together the Pedestrian Safety Work Group, Jovenes Sanos and the South County Bicycle and Pedestrian Safety Work Group have been an impressive show of force for prioritizing pedestrian improvements in the region.

3 Best Practices

The design of the pedestrian environment is important to all users, but is especially important to those users with disabilities who have limited travel choices and rely most on the pedestrian network. The goal should be to make the pedestrian network accessible to the largest possible number of pedestrian users while upholding federal ADA requirements and local design standards. The following recommendations stem from sources such as the Metropolitan Transportation Commission (MTC) [Safety Toolbox](#)⁵ and the Federal Highway Administration [Guide for Accessible Sidewalks and Street Crossings](#)⁶, and have been modified to address local pedestrian network conditions and needs. **Table 1** summarizes the list of best pedestrian practices.

3.1 Sidewalks

3.1.1 Grade and Slope

Sidewalk grade ideally should not exceed 5 percent, although a maximum of 8.3 percent is allowable. The maximum cross slope permitted by the ADA is 2 percent and efforts should be made to stay within these standards. Deviations from these standards affect wheelchair users in their ability to retain control of their device and/or lose balance.

3.1.2 Surface

Sidewalk surfaces should be stable, firm, and slip-resistant. A broom finish used on concrete can provide a more slip-resistant surface when wet. Decorative textured surfaces, such as brick and cobblestone, have a tendency to change in level over time, making it a tripping hazard especially for pedestrians with vision and mobility impairments. Rough surfaces are very difficult to navigate for persons using non-motorized mobility devices or white canes which must glide across them. Smooth walkways with brick trim and colored concrete are an alternative solution, as long as they include detectable warnings.

3.1.3 Protruding Objects

Avoid placing objects such as utility fixtures, poles, or objects mounted to the sides of buildings in the pedestrian corridor, as they disrupt the travel path for pedestrians with vision and mobility impairments. Vertically protruding objects,

⁵ Metropolitan Transportation Commission Safety Toolbox, <http://www.mtc.ca.gov/planning/bicyclespedestrians/safety/physical-alphabetical.htm>

⁶ Federal Highway Administration, Accessible Sidewalks and Street Crossings, http://www.dot.state.fl.us/projectmanagementoffice/ADA/AccessibleSidewalks-Guide_012610.pdf

such as low hanging tree branches, create obstacles for visually impaired pedestrians and should be avoided at all costs.

3.1.4 Driveway Crossings

When driveways cross sidewalks, it is necessary to maintain a sidewalk level across the driveway of no more than 2 percent side slope. It is important to minimize large signs and bushes at driveways to improve the visibility between motorists and pedestrians. The sidewalk material should be maintained across the driveway as well.

3.1.5 Curb Ramps

Curb ramps are necessary for access between the sidewalk and the street for people who use wheelchairs. Diagonal curb ramps, however, are not recommended because pedestrians with vision impairments can unintentionally travel into the intersection because it is not aligned with the crossing direction. Wheelchair users are also automatically directed into the intersection. All curb ramps must have detectable warnings at the bottom of each ramp to warn pedestrians of the transition from sidewalks to street.

3.1.6 Detectable Warnings

Raised truncated domes are used to inform visually impaired pedestrians of the hazards in the area immediately ahead. Alignment of domes should be parallel to the primary direction of travel so wheelchair users can navigate easily across the textured surface. The surface of the truncated domes should have a visual contrast with the adjacent sidewalk.

3.2 Crosswalks

3.2.1 Raised Crosswalks

Raised crosswalks improve the safety of pedestrians using the crosswalk by slowing down surrounding vehicle traffic. Truncated domes are necessary at the sidewalk/street boundary so that visually impaired pedestrians can identify the edge of the street.

3.2.2 In-Pavement Lights

In-pavement lights are useful at crosswalks to alert motorists to the presence of a pedestrian crossing or preparing to cross the street. The amber lights are fixed in the pavement on both sides of the crosswalk and positioned to face oncoming traffic. When the pedestrian activates the system, either by using a push-button or through detection from an automated device, the lights begin to flash at a constant rate, warning the motorist that a pedestrian is in the vicinity of the crosswalk ahead.

3.2.3 Pedestrian Push Button (PPB)

Accessible push-button systems include vibratory and/or audible signals and range in complexity. The simplest system includes a tactile (raised) button. More complex systems include one or more of the following: an arrow to indicate the direction of the crossing associated with the button, other tactile messages about the street crossing, locator tones to aid pedestrians in finding the push button, and audible signals to indicate when the signal has changed.

3.2.4 Double-sided Pedestrian Crossing Signs

Double-sided pedestrian crossing signs are recommended at uncontrolled crosswalks – they are a low cost approach to improve pedestrian safety. Standard pedestrian crossing signs are installed on both sides of the approaching roadway at the crosswalk or in the center of the street mid-way across the crosswalk. This intersection signing is in addition to the nearside pedestrian warning signs posted at and in advance of the crosswalk.



3.3 Signalized Crossings

3.3.1 Accessible Pedestrian Signal

Accessible pedestrian signals (APS) supplement pedestrian signal indications with audible and/or vibrotactile information. Available treatments include directly audible or transmitted tones, speech messages, talking signs, and vibrating surfaces. They are intended to make real-time pedestrian signal information accessible to pedestrians who are hearing or visually-impaired. Directly audible or transmitted speech messages can identify the location of the intersection and the specific crosswalk controlled by that push button. A vibrating arrow at the push button can also be used to supplement the audible signals. These are especially useful in areas with high vehicle and pedestrian traffic.

3.3.2 Countdown Signal



The device consists of a standard pedestrian signal with standard shapes and color, with an added display that shows the countdown of the remaining crossing time. The countdown timer starts either at the beginning of the pedestrian phase or at the onset of the flashing “don’t walk” message. Additional time should be given for pedestrians with vision and mobility impairments, as it takes longer for them to cross the street.

3.3.3 Mid-Block Crossings

Mid-block crossings are generally discouraged since non-intersection pedestrian crossings are generally unexpected by motorists and unprotected by a signal. They should be used in conjunction with in-pavement lighting.

3.4 Islands

3.4.1 Islands

Pedestrian refuge islands are particularly suitable for wide two-way streets with four or more lanes of moving traffic traveling at higher speeds. They are particularly useful to persons with mobility disabilities, very old or very young pedestrians who walk at slower speeds, and persons who are in wheelchairs. Wheelchair users need adequate width and level areas for waiting on the refuge.

3.5 Roundabouts

Modern roundabouts include slow travel speeds in a counterclockwise circulation around a central island. Crosswalks are set outside the circle in the channelized approaches. The higher the traffic volumes, the farther the crosswalk should be set back. This allows pedestrians yield control at all entries and can provide a refuge area in a splitter island allowing the pedestrian to focus on one direction of traffic at a time. Signals may also be helpful, particularly for pedestrians with visual impairments. Because vehicle speeds are reduced in and around the roundabout intersection, well designed roundabouts can improve pedestrian crossing opportunities.

Table 1: Best Pedestrian Practices Summary

Best Practice	Accessibility Standards (ADA, ADAAG, PROAG)	Recommended Best Practice	Pedestrian User Type	Estimated Cost⁷
Sidewalk Width, Grade & Slope	Maximum grade of 8.3%, cross-slope not to exceed 2%	Sidewalks at least 60" wide to allow pedestrians to travel comfortably side-to-side; Grade not to exceed 5%;	 	Varies
Sidewalk Surface	Firm, stable, and slip-resistant	Broom finish used on concrete provides the most slip-resistance surface when wet; textured materials are appropriate as borders and edges of walkways and street crossings	ALL	Varies
Protruding Objects	Post-mounted items are permitted to overhang a support by 12 inches (305 mm)	Limit wall-mounted elements at or above 27 inches (685 mm) to a 4-inch (100-mm) projection into any travel route; facilitate travel by pedestrians who have vision impairments by grouping sidewalk fixtures together		Varies
Driveway Crossings	Maximum cross-slope of sidewalk that crosses a driveway is 2% and must be at least 3.5' wide across driveway	Minimize large signs and bushes at driveways to improve visibility between motorists and pedestrians		Varies
Curb Ramps	Ramps must have slope less than 1:12, must be at least 36 inches wide and must contain detectable warning device with raised dome surface and contrasting color	Diagonal curb ramps are discouraged; dual curb ramps provide greater benefit to disabled pedestrians	 	\$800 - \$1,500 (per curb ramp)
Detectable Warnings	Raised truncated domes with diameter of 23 mm, height of 5 mm and center to center spacing of 59 mm and contrast visually with adjoining surfaces	Aligned parallel to primary direction of travel;	 	\$200 - \$2,000 (per ramp or curb; cost depends on materials used and width)

⁷ Estimated costs derived from MTC Safety Toolkit
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Best Practice	Accessibility Standards (ADA, ADAAG, PROAG)	Recommended Best Practice	Pedestrian User Type	Estimated Cost ⁷
Raised Crosswalks	Raised 150 mm above roadway pavement to elevation that matches adjacent sidewalk	Traffic calming measure; slows down vehicular traffic; tactile treatments needed at sidewalk/street boundary	ALL	\$2,000 - \$20,000 (per crosswalk; cost depends on street width, drainage improvements, and materials used)
In-Pavement Lights	N/A	Traffic calming measure; provides additional security at non-signalized crossings	ALL	\$20,000 - \$50,000 (per location)
Pedestrian Push Button (PPB)	Minimum 2" dimension with height of 42"	Provide raised arrow to indicate the direction of the crossing associated with the button; require no more than 5 pounds of force to activate; located within close proximity of curb ramp and crosswalk	  	\$400 - \$1,000 (per push button)
Double-Sided Pedestrian Crossing Signs	Same requirements as standard pedestrian crossing signage	Install at uncontrolled crosswalks to provide extra safety measures from motorists	ALL	\$400 (per approach)
Accessible Pedestrian Signals (APS)	Used in combination with pedestrian signal timing	Tones that alternate from one side of the crossing to the other enable blind pedestrians to cross more directly and quickly. They are also less likely to mask traffic sounds.		\$400 - \$600 (per signal indication)
Countdown Signals	A maximum walking speed of 3.5 feet per second for pedestrian clearance time shall be used at all signalized intersections	Longer signal countdowns (3 - 3.25 feet per second) are beneficial in areas with high concentrations of elderly/ disabled persons		\$300 - \$800 (per timer)
Mid-Block Crossings	N/A	Generally discouraged unless used in conjunction with APS or in-pavement lighting	ALL	\$50,000 - \$75,000
Islands	Raised traffic islands cut through level with street or ramps at each curb with 48" long level landing between them	Provide adequate width for wheelchair users and detectable warnings underfoot for pedestrians with vision impairments	ALL	\$6,000 - \$40,000 (depending on design and dimensions)

Key:

 - Limited Sight  - Limited Mobility  - Limited Hearing **ALL** – All types of pedestrians

4 Funding Strategies

One of the most difficult issues, especially in this current economy, is figuring out how to pay for both the maintenance of the existing pedestrian network, and for improvements and expansion of the system to encourage more walkable communities. The Work Group, cognizant of funding limitations, set out to seek creative, attractive solutions.

4.1 Private Property Owners

Through research, the Pedestrian Safety Work Group learned that the California Streets and Highway Codes (Section 5610) names owners of property adjacent to an existing sidewalk as the entity responsible for the maintenance of that sidewalk.

Owners of lots or portions of lots fronting on any portion of a public street shall maintain the sidewalk in such a condition that it will not endanger persons or property, and will not interfere with the public use of the sidewalk.

Because such a high percentage of the sidewalk network is adjacent to private property, this is a cost efficient way to share repair costs by a wider segment of the population. In addition, the majority of local jurisdictions no longer have funding or staff resources to repair local sidewalks and refer citizen complaints back to the property owner for resolution. It appears that the majority of property owners in local jurisdictions are unaware of their responsibility for maintaining sidewalks adjacent to their properties or of their liability in the event of injury resulting from unsafe conditions.

This lack of understanding about maintenance responsibility can result in poor sidewalk conditions. However some local jurisdictions have crafted creative financing strategies to assist property owners. The City of Watsonville, for example, offers a zero interest one-year loan and negotiates a low rate for a shared contractor (due to the economy of scale for a large number of sidewalk repair jobs).

Another potential future funding strategy for property owners would be requiring repairs at the time the property sells. This would roll these costs into the loan, which is normally spread over 30 years. See Section 7, Next Steps, for a discussion about this and other strategies to pursue in the future.

4.2 Grant Funds

4.2.1 Federal

One of the main sources of funding available under this category is the New Freedom, Jobs Access Reverse Commute grants. The Work Group applied for and received a federal New Freedom grant to improve one of the high priority pedestrian facility deficiencies. Jurisdictions must be in a position to authorize this work as well as designate matching funds. Federal (formerly known as TEA-21 funding) is currently under discussion and may be changed in the next year. Many of these have been available for pedestrian projects such as the Surface Transportation Program (STP), Transportation Enhancements (TE), and Safe Routes to School (SRTS).

4.2.2 State

Caltrans has a number of planning grants which could be available for pedestrian improvements. In addition to the Environmental Justice grant, there are also Livable Communities, Complete Streets and other land use grants available to improve the sidewalk network.

4.2.3 Local

One-quarter of every cent of sales tax collected through the Transportation Development Act is channeled back to the regional transportation planning agencies. The Santa Cruz County Regional Transportation Commission provides a portion to local jurisdictions for bicycle and pedestrian projects. The Elderly & Disabled Transportation Advisory Committee reviews claims for these funds to ensure consistency with the region's pedestrian needs.

4.3 Other

4.3.1 Complete Streets

Complete Streets are evolving as a policy directive to ensure that streets meet the needs of not just autos, but also pedestrians, bicyclist and transit. In addition to the federal funding programs that have traditionally supported complete streets, a number of other funding sources are cropping up in non-transportation circles such as economic revitalization and city planning. These funding sources should be monitored and are expected to grow, particularly for innovative projects.

4.3.2 Sustainable/Livable Communities

Funding for pedestrian improvement projects may also be available from sources traditionally dedicated to clean air and health. California is on the forefront of alternative and renewable energy technologies and transportation alternatives, some of which include encouraging more human-powered travel.

5 Outreach

The Pedestrian Safety Work Group conducted an extensive outreach program. Each of the five Work Group members participated in presentations, meetings with other groups, radio and television public service announcements, guest editorial articles, and television interviews.

The outreach campaign focused on four messages:

- I. Community Value of Good Pedestrian Network and Walkable Communities
 - a. Everyone is a pedestrian
 - b. Community value of safe and accessible sidewalks
 - c. Everyone benefits from good sidewalks: seniors, people with disabilities, families, children, pets, etc.
 - d. Walkability a key component of a healthy community
 - e. Walking is a low-cost, environmentally-friendly way to get around
 - f. Good sidewalks increase attractiveness and property value of your home
 - g. Good neighborhoods, including sidewalks, are our collective responsibility
 - h. Experiencing your community via the sidewalk network is enriching
 - i. Local weather conditions create an ideal walking environment
- II. Attributes of Good Sidewalks
 - a. No matter where you are, you have a right to expect the sidewalk to be in good condition
 - b. Goal is to minimize "tip and trip" hazards on sidewalks
 - c. Common sidewalk design and maintenance standards exist throughout the county
 - d. Elements of good sidewalks include:
 - i. Smooth surfaces: no gaps or uplifts of ½ inch or more
 - ii. Clear path/walkways (4' wide x height clearance of 7')
 1. Control overgrown trees, shrubs and roots
 2. Remove barriers from pathways (cars, recreation vehicles, realtor signs, trash cans, etc)
 - iii. Minimal slopes that prevent tipping hazards
 - iv. Non-slip surfaces
 - v. Controlled Tree Roots
 1. Plant trees using root barriers
 2. Most Local jurisdictions have sidewalk friendly tree recommendations

III. Maintenance Responsibilities

- a. Per California Streets and Highway codes, property owners are responsible for sidewalk maintenance, and could be liable if not properly maintained
- b. Maintenance standards exist for safe and accessible sidewalks
- c. Fix sidewalks to avoid unnecessary legal hassles and costs
- d. Sometimes help is available for: grinding, tree selection, shared contractors and zero interest loans. Consult with your local jurisdiction or insurance agent.

IV. Report Sidewalk Conditions

- a. Report sidewalk problems, ideas, and suggestions directly to your local jurisdiction or to the RTC
- b. Report sidewalks that need maintenance, lack of sidewalks, access barriers/hazards, and street crossing issues (cross walks, signals, curb ramps, etc.)
- c. Refer to standards (2nd message) for tip and trip hazards (uplifts, gaps, surface, clearance)
- d. Contact your local jurisdiction Public Works Department if you're unsure about problems with sidewalks adjacent to your property
- e. Use the Pedestrian Access Report or new Hazard Report on RTC website
- f. Renters are encouraged to contact their landlord or use hazard reports about issues with sidewalks in front of their residence
- g. Get involved in pedestrian advocacy groups (Mission Pedestrian, E&D TAC, CTSC to help identify unmet needs and work toward solutions
- h. Highlight good examples countywide of businesses/property owners as an expression of community values

A list of outreach conducted by the Work Group is included in [Appendix F](#).

6 Results

Through this grant, the Pedestrian Safety Work Group was able to produce the following results:

- *Established a baseline understanding of pedestrian practices in, and good working relationships with, all 5 jurisdictions in the area*
- *Established an agreed-upon set of common sidewalk maintenance standards for all 5 jurisdictions*
- *Spurred improvements in pedestrian programs for local jurisdictions (for example, the City of Santa Cruz now tracks complaints and follow up such as permits)*
- *Improved the Pedestrian (and Bicycle) Hazard Report Form*
- *Increased awareness among city council and board of supervisor members about the needs of older pedestrians and pedestrians with disabilities*
- *Increased public awareness of the state law outlining property owner sidewalk maintenance responsibilities*
- *Produced a report on Safety and Accessibility of Sidewalks which garnered state-wide interest at first ever Pedestrians Count! workshop sponsored by California Walks*
- *Documented and analyzed pedestrian facilities surrounding priority origins and destinations including access to transit*
- *Created maps of pedestrian accident data including origin locations for senior and people with disabilities and priority destinations*
- *Created coalitions with other groups working to improve the pedestrian network on behalf of all in the community*
- *Collaborated with other groups to bring a well attended Pedestrian Safety Workshop to the community, including an accessibility awareness activity using wheelchairs, walkers and other mobility devices on local sidewalks*
- *Collaborated with other groups to bring a well attended Designing Safe Pedestrian and Bicycle Facility workshop to the community*
- *Received a "Kudos Award" from the Commission on Disabilities for improving accessibility of local sidewalks.*

Table 2 summarizes the scope of work and status of deliverables.

Table 2: Grant Deliverables & Results

Task	Deliverable	Documentation	Status
1 Project Startup	<i>Signed contract between RTC and Caltrans Conduct kick-off meeting</i>	<i>Copy of signed contract Meeting notes</i>	
2 Ongoing Community & Stakeholder Meetings	<i>Conduct meetings Provide updates to related groups Consult with TAC Develop evaluation criteria</i>	<i>Meeting notes and/or summary of outcomes Meeting notes Meeting notes Project prioritization procedure</i>	
3 Develop Plan Components	<i>Research origins and destinations (O&D) and nearest bus stops Research prime pedestrian corridors Assess condition of pedestrian facilities Research best pedestrian practices Develop funding strategy Present draft plans at meetings</i>	<i>List of priority O&D with bus stops Included in O&D areas List of needed pedestrian improvements Pedestrian tool kit Copy of draft funding strategy Meeting notes and recommendations</i>	
4 Final Plan Preparation & Hearings	<i>Preparation of final plan for hearing Presentation of plans to the RTC</i>	<i>Copy of final plan Meeting minutes</i>	
5 Administration	<i>Monitoring of project and contract management Act as fiscal manager Report milestones to Caltrans</i>	<i>Provide complete quarterly reports to district project manager Copies of invoices Regular reports, as required</i>	

7 Next Steps

The Pedestrian Safety Work Group identified a number of endeavors they would like to pursue.

- Create and Distribute Pedestrian/Driver Responsibility Brochure – *Outline the expectations that pedestrians have of drivers and vice versa, include information about the needs and behaviors of seniors and people with disabilities.*
- Time of Sale Pedestrian Improvement Ordinance – *Work with local jurisdictions and the Realtor Association to craft an ordinance to be developed by all jurisdictions requiring that improvements are made to the sidewalk adjacent to a property at the time of sale. Studies show that 10% of homes are sold each year, potentially equating to sidewalk improvements for all properties every 10 years.*
- Conduct Follow-Up Assessments of Pedestrian Facilities in Local Jurisdictions – *Use the initial assessment included in this grant as a baseline, and conduct regular follow up assessments to evaluate progress of improving the pedestrian network as a whole.*
- Expand Web Resources – *Based on questions, comments and repeated misinformation expand pedestrian information pages on the RTC website such as the Frequently Asked Questions (FAQs). Refer inquiries to the web resources when possible.*
- Continue Outreach Campaign – *Build on the momentum of the existing campaign to help the community foster an understanding of the value of a good sidewalk network, the specific components of a good sidewalk, who is responsible for sidewalk maintenance and how to report unsafe sidewalk conditions. Publicize the effect of improvements to residents' quality of life (Street Smarts, Praiseworthy columns in local paper). Studies show that people need to hear a message three times before they take action and continued messaging will help awaken community members to the need to improve their own facilities.*
- Continue Hazard Report Outreach – *Regularly publicize and follow up on pedestrian hazards reported via the RTC's interactive online Hazard Report. Identify regularly occurring problems which may relate to the defined origins and destinations as a higher priority focus for improvements.*

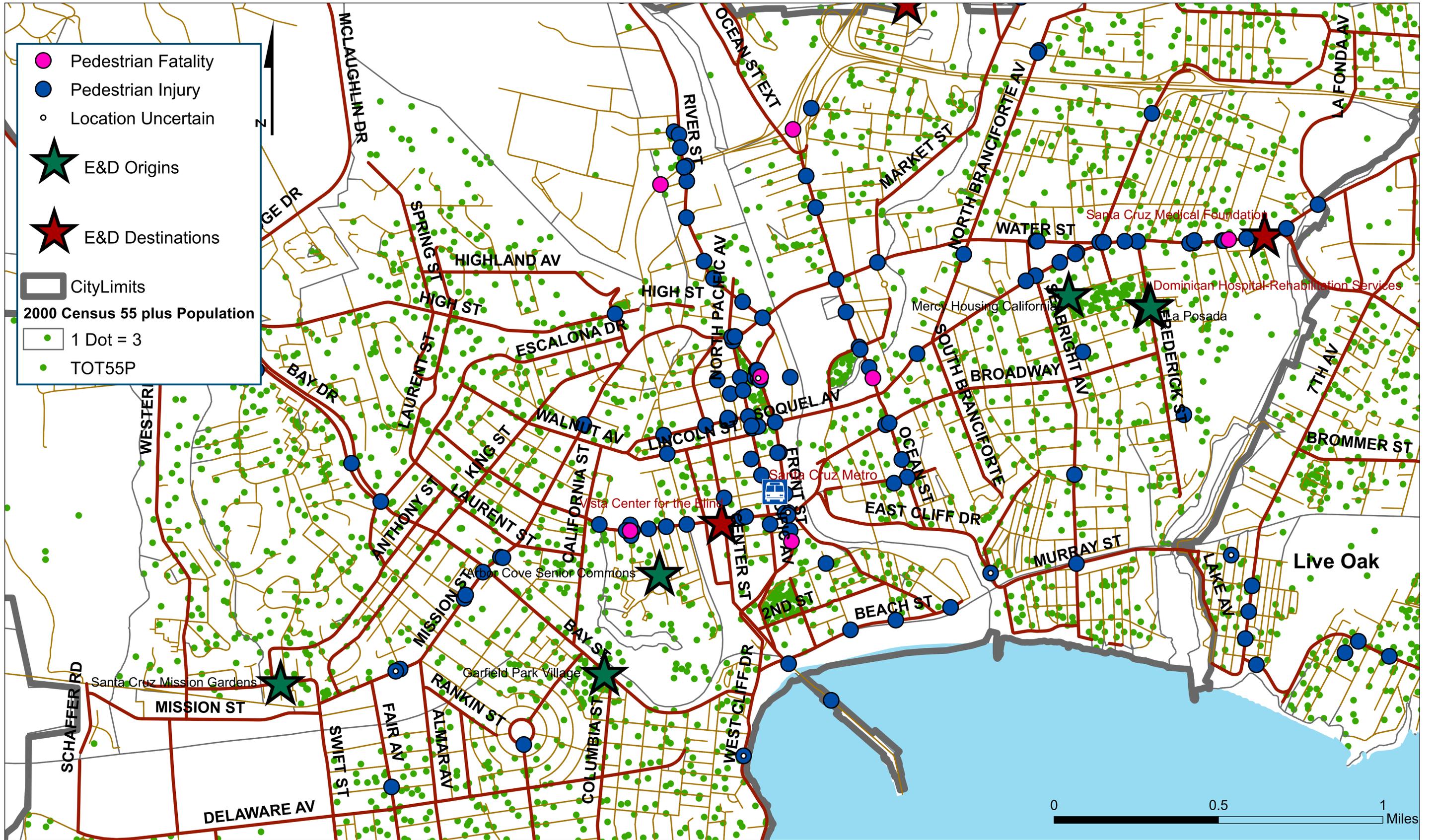
- Conduct a Focused Awareness Campaign About Maintenance Responsibilities - *Concentrate on properties surrounding and adjacent to priority origins and destinations.*
- Continue to Pursue Funding Opportunities – *Work with local jurisdictions, transit service providers and other groups to secure grant and other funds to make identified improvements.*
- Continue to Partner with Other Groups – *Without duplicating efforts, continue to join forces with other advocacy groups to create a larger voice in the pursuit of pedestrian improvements.*
- Continue to Work with the Elderly & Disabled Transportation Advisory Committee – *Harness the advisory group to help local jurisdictions address special pedestrian issues.*
- *Research non-transportation funding sources – Look into energy, planning, land use, sustainability, and other sources to fund pedestrian improvements.*
- *Best Practices - Work with local jurisdictions to implement identified 'best practices' when planning and constructing pedestrian projects.*

While RTC staff can assist with some of these activities under the scope of the agency's work plan, project commitments and funding constraints will limit staff time. Staff is planning on applying for another Caltrans or New Freedom grant to continue the excellent successes of the Pedestrian Safety Work Group.

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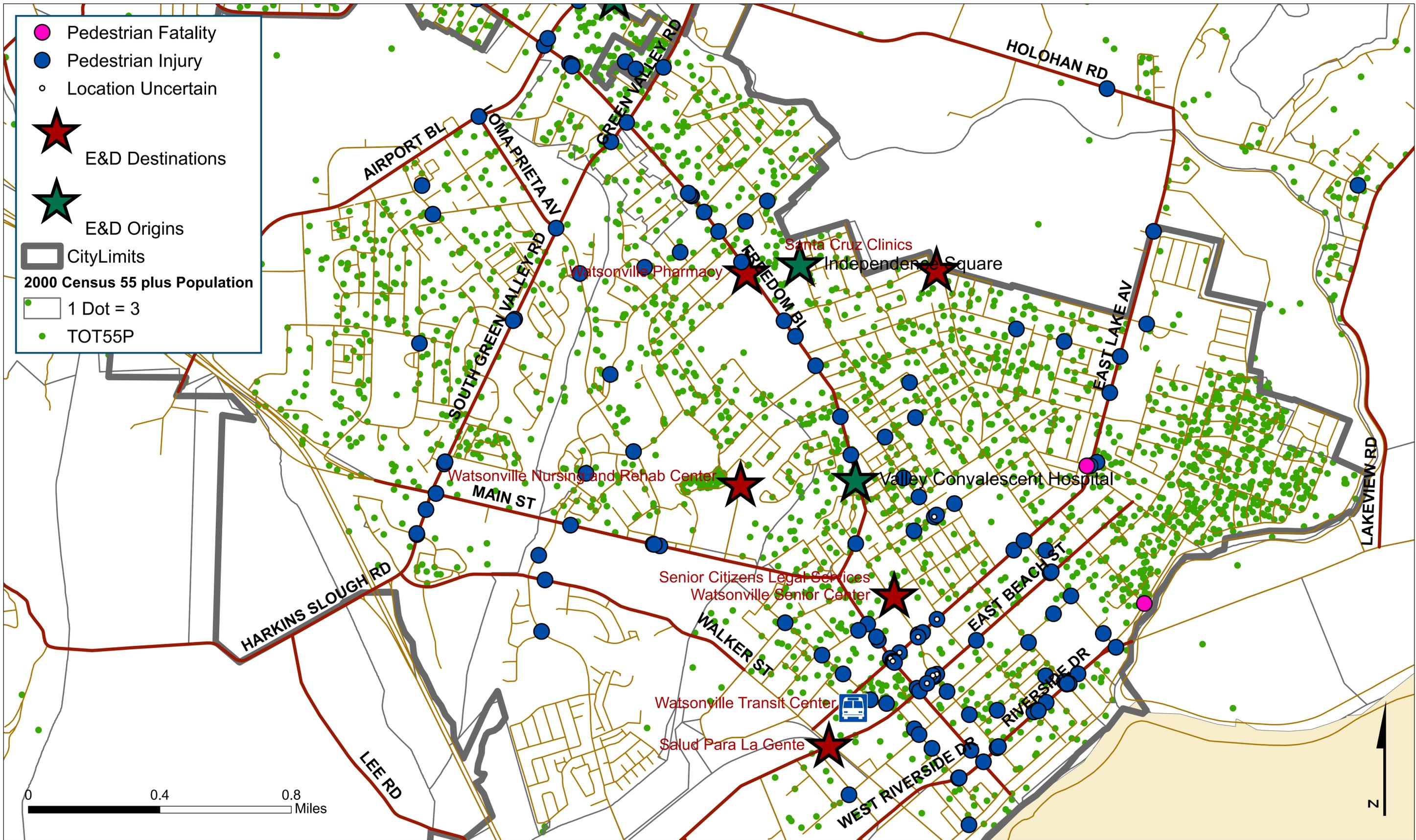
APPENDIX A

2005-2009 Pedestrian Collision Maps



Santa Cruz Senior Population and Pedestrian Collisions

(Jan 2005 Through Available 2009)



Watsonville Senior Population and Pedestrian Collisions
 (Jan 2005 Through Available 2009)

APPENDIX B

Improving the Safety and Accessibility of Sidewalks in Santa Cruz County *(June 2010 Report)*

Improving the Safety and Accessibility of Sidewalks in Santa Cruz County:

A Study of Jurisdiction and Property Owner Responsibilities and Practices

Compiled and written by the

Pedestrian Safety Work Group

A subcommittee of the Santa Cruz County Regional Transportation Commission's
Elderly & Disabled Transportation Advisory Committee

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June 2010

Materials also available online:

Document - <http://www.sccrtc.org/pdf/2010/SidewalkMaintenanceReport2010.pdf>

Appendices - <http://www.sccrtc.org/pdf/2010/SidewalkMaintenanceReport2010Appendices.pdf>

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Appendices

A: Profiles of Local Jurisdictions' Current Practices

A-1

City of Capitola
City of Santa Cruz
City of Scotts Valley
City of Watsonville
County of Santa Cruz

B: Benchmark Jurisdictions' Current Practices

B-1

City of Corvallis, Oregon
City of Fairfield, Ohio
City of San Jose, California

C: Maintenance Standards

C-1

1. U.S. Access Board's Americans with Disabilities Act Accessibility Guidelines (ADAAG) and Their Relevance to Sidewalk Maintenance
2. Pedestrian Access Route (Sidewalk) Maintenance Standards for Local Jurisdictions in Santa Cruz County and Benchmark Jurisdictions

D: Regulatory Guidelines and Information

D-1

1. United States Department of Transportation Policy Statement on Bicycle and Pedestrian Accommodation – Regulations and Recommendations
2. Clarification of FHWA's Oversight Role in Accessibility – Frederick Isler, Associate Administrator for Civil Rights
3. California Streets and Highway Code, Chapter 22, Article 2, Section 5610
4. Barden v. City of Sacramento
5. Los Angeles Times article on Caltrans lawsuit

I. Introduction

The Pedestrian Safety Work Group is a subcommittee of the Santa Cruz County Regional Transportation Commission's Elderly & Disabled Transportation Advisory Committee. Its mission is to ensure safe and accessible pedestrian travel and access throughout the county for the benefit of all residents.

The Work Group has initiated a study to determine the status of local jurisdiction sidewalks, and of the practices employed in managing the property owner component of maintenance programs.

For the purposes of this study, *sidewalks* are defined as that portion of the public right-of-way which is primarily devoted to pedestrian use. *Pedestrians* are defined as anyone using the sidewalk network, including individuals walking, using a wheelchair or other mobility device, and pushing a stroller or cart.

The work group was interested in validating and responding to the following perceptions which were brought to our attention by members of the public:

- That, in several jurisdictions, a significant percentage of sidewalks do not meet basic safety and access standards
- That the majority of those sidewalks are located adjacent to private property
- That many property owners are unaware of their responsibility, under California law, for maintaining sidewalks adjacent to their properties
- That jurisdiction programs which address safety and access issues are not visible to, or understood by, many of their residents
- That most jurisdiction programs are not targeted to achieve a high rate of compliance within a defined period of time.

II. Objectives of this study

Based on these perceptions, the work group developed the following objectives for this study:

- Clarify property owner and jurisdiction responsibilities for maintaining safe and accessible sidewalks
- Clarify program objectives that will bring sidewalk networks into compliance with regulatory standards
- Encourage local jurisdictions to develop a commonly understood set of standards for sidewalk maintenance
- Determine the current status of local jurisdiction sidewalk networks
- Document the current practices of local jurisdiction sidewalk maintenance programs (See [Appendix A](#))

- Build a program model for managing to the objective of a compliant sidewalk network using advanced components of surveyed programs including examples from benchmark jurisdictions (See [Appendix B](#))
- Request that local jurisdictions conduct program assessments, and consider upgrades as appropriate
- Assist local jurisdictions in developing processes for outreach that build a greater awareness and support for a community value of safe and accessible sidewalks
- Request that local jurisdiction programs report status of sidewalk networks to their governing bodies annually; and coordinate in an annual reporting of status to the Regional Transportation Commission

In meeting these objectives, this report focuses mainly on Jurisdiction oversight of property owner sidewalk maintenance.

III. Presentation to the Santa Cruz County Regional Transportation Commission:

The Work Group is presenting this report to the RTC for the following reasons:

- Sidewalks are a critical component of the county’s overall transportation network
- Sidewalk maintenance policies and practices are matters of concern to the Commission’s member jurisdictions
- There are several program challenges shared across jurisdictions
- Coordination in addressing common challenges has the potential to leverage limited resources

IV. Presentation of Key Concepts

Unsafe sidewalk conditions:

Conditions arise in sidewalk networks that pose risks to pedestrians seeking to use them. These include broken and raised pavement, slopes with potential to tip wheelchairs and related mobility devices, vegetation that intrudes into the walkway, holes around trees, vehicles parked across sidewalks, and signs, poles, stands or benches that obstruct or narrow the path of travel (See Figures 1-6 in Section IX).

Trip and fall hazards are a danger to all residents. The elderly, and others with impairments that affect vision and balance, are more susceptible to such hazards. Devices such as wheelchairs, motorized scooters, strollers, walkers, skates and skateboards can dislodge passengers when significant pavement uplifts or angles of slope are encountered.

When hazards constitute barriers to sidewalk use, they may cause pedestrians, on foot or using mobility devices, to make detours into roadways, or other paths, to reach destinations.

The importance of sidewalks to population segments:

In addition to residents who use sidewalks for enjoyment and exercise, many find such use to be a necessary affordable and accessible option for traveling to a destination. Seniors, no longer able or choosing not to drive, people unable to purchase and maintain automobiles due to low income, and those with disabilities find the use of sidewalks to be essential for their travel in the community and for connecting with public transit.

When sidewalk networks are not consistently safe and accessible, residents may avoid use of the system. For the elderly and persons with disabilities, this may greatly restrict opportunities for involvement in neighborhood and community activities or may force reliance on the use of more costly transportation services such as paratransit.

The objective of sidewalk maintenance:

For a sidewalk system to function properly it must connect to popular destination points within a community and provide ease of movement for pedestrians traveling into and around a community.

Sidewalks that are *major paths of travel* make important connections within the jurisdiction and with networks of neighboring jurisdictions. These sidewalks tend to be located along major road corridors and connect to key community destinations.

Neighborhood sidewalk systems normally serve local residents. They link to neighborhood parks, schools, shops, transit stops and the jurisdiction-wide pedestrian network.

The objective of sidewalk maintenance is to have a seamless system, free of obstructions or missing segments, on which pedestrians feel safe and comfortable.

Standards for sidewalk maintenance:

Standards typically include tolerances for gaps, broken, raised, and settled sidewalks as well as delineation of which can be addressed by grinding and which require replacement.

Standards communicate the jurisdiction's requirements for sidewalk pavement condition and unobstructed pathways. They allow property owners, and other members of the public, to identify and address safety and access issues. Standards also provide a basis for the jurisdiction to initiate notification and compliance processes with property owners.

Enlisting residents in the identification and reporting of sidewalk issues is critical to the success of jurisdiction sidewalk maintenance programs. The following is a list of items generally included in sidewalk maintenance standards:

- Uplifts
- Gaps
- Surface condition
- Pathway obstructions
- Cross-Slopes
- Curb ramps

The challenge is to express these standards in non-technical terms so that they can be understood and applied by residents. Federal and state standards, including the U.S Access Board's Americans with Disabilities Act Accessibility Guidelines (ADAAG) currently applied by the United States and California Departments of Transportation (See [Appendix C](#)), tend to be expressed as technical specifications so jurisdictions are faced with the task of developing their own language that is more readily communicated and understood. The work group's research failed to identify standards language that this report could recommend.

If common maintenance standards language could be developed for the five local jurisdictions it would provide an opportunity to leverage resources in communicating a consistent message.

Property owner responsibility:

A high percentage of the sidewalk networks of most jurisdictions are adjacent to private properties. *The California Streets and Highways Code Section 5610* requires the following:

"Owners of lots or portions of lots fronting on any portion of a public street to maintain the sidewalk in such a condition that it will not endanger persons or property, and will not interfere with the public use of the sidewalk."

It appears that many property owners in local jurisdictions are unaware of their responsibility for maintaining sidewalks adjacent to their properties or of their liability in the event of injury resulting from unsafe conditions.

Local jurisdiction responsibility:

The regulatory environment regarding sidewalk accessibility has evolved to give additional focus to a jurisdiction's responsibility for ensuring that its sidewalk network complies with Americans with Disabilities Act guidelines. (See [Appendix D](#) for additional resources on Regulatory Guidelines and Information.)

The U.S. Court of Appeals for the Ninth Circuit, in *Barden v. City of Sacramento*, held that local jurisdictions are responsible for ensuring that programs achieve compliance with ADA-based standards for sidewalk accessibility.

While, under California law, property owners are responsible for maintaining sidewalks adjacent to their properties, jurisdiction processes and controls largely determine the rate at which safety and access issues are identified and addressed.

Jurisdictions are encouraged to consult with their legal staffs to track any changes in program oversight requirements.

Measurements of program status:

Without formal processes for measuring the percentage of sidewalks that are in compliance, it is difficult for local jurisdictions, and the community at large, to determine current status and rates of year-to-year improvement. This information is the foundation for establishing goals and timetables that achieve jurisdiction objectives.

Each local jurisdiction faces unique challenges in efforts to achieve and maintain an integrated and conforming sidewalk network and help residents understand their role in the maintenance of pedestrian facilities.

The manner in which jurisdictions assess their networks, report status, and monitor rates of progress may vary but certain measurements seem essential for determining the effectiveness of sidewalk maintenance programs:

- The current percentage of jurisdiction sidewalks that are in compliance with jurisdiction standards
- The year-to-year progress toward the jurisdiction's compliance goal, expressed as a percentage of sidewalks that meet jurisdiction standards
- The average interval from identification of a significant unsafe condition to its resolution

Setting objectives and timetables:

Objectives and timetables demonstrate a commitment to address and resolve sidewalk exposures within a defined period of time. They can be developed to reflect rates of progress exhibited by current program practices or on the expectation that a high level of compliance with jurisdiction objectives should be achieved within a defined time period.

A jurisdiction must weigh a number of factors in setting program goals. Among these are the extent to which its sidewalks are currently in compliance, the rate at which non-complying sidewalks are being replaced, the priority given to pedestrian safety and access, concerns regarding legal actions on behalf of those injured or denied access, and resources available to address safety and access exposures.

Methods for the identification of safety and access issues:

There are three primary sources for identification of safety and access issues:

- *Property owners* with knowledge of safety and access standards can identify issues regarding sidewalks adjacent to their own properties
- *Citizens* with knowledge of sidewalk maintenance standards and the process for reporting issues can notify the jurisdiction concerning safety and access exposures on the properties of others
- *Jurisdictions* can conduct periodic safety and access audits of their sidewalk networks

Effectiveness of methods:

The methods vary in effectiveness. No single system is capable of promptly identifying all safety and access exposures. The following describes the strengths and limitations of each:

The jurisdiction audit is the most comprehensive and effective approach to obtaining detailed and reliable data needed for the reporting of current status and rate of improvement. Safety and access issues that emerge between audits must be identified and addressed through the citizen reporting process.

The citizen reporting process relies on public knowledge of standards, an awareness of the reporting process, and a motivating community value that safe and accessible sidewalks are important. Without a sustained and effective public education campaign, citizens will not have the information needed to report exposures. Even under ideal conditions, sole reliance on this process would be expected to identify a limited subset of existing safety and access exposures.

When property owners identify and address issues that emerge on sidewalks adjacent to their properties, it is an indication that standards are understood and that there is community support for safe and accessible sidewalks. Property owner initiated repairs occur with greater frequency in jurisdictions where a community value has been established through sustained public education.

V. Survey of Jurisdiction Practices

The Work Group surveyed local jurisdictions to determine the status of their sidewalk networks and to understand the practices employed in managing property owner compliance with jurisdiction safety and access standards. Three additional jurisdictions, identified as having advanced program components, were also surveyed.

Methodology

Prior to its initial meeting with each of the five local jurisdictions, the Work Group requested background information regarding current sidewalk maintenance practices. An initial round of meetings was held with jurisdiction staffs to clarify questionnaire responses and discuss current practices for each of the program components addressed in this report. A second round of meetings was held to verify accuracy of information reported in the notes of the first meeting. Jurisdictions were encouraged to provide additional information and describe any changes implemented since the first meeting. Following the second round of meetings, drafts of the report and jurisdiction profiles were provided to public works directors and their staffs for final review and input. (Profiles of local jurisdiction program components are presented in [Appendix A](#).)

Work group research identified three additional jurisdictions, outside of Santa Cruz County, with programs that include advanced components. The three non-local jurisdictions were administered the questionnaire by phone and asked to describe the background and rationale for current practices. (Information regarding program components of the three additional jurisdictions is presented in [Appendix B](#).)

The Work Group gathered process documentation and educational materials describing advanced practices of all surveyed programs. Survey findings are intended as resources for local jurisdictions in assessing current program practices and in understanding alternative approaches that may improve outcomes or utilization of resources. The information addresses shared program challenges and is adaptable to a variety of environments.

In addition to program practices identified in this report, the staffs of local jurisdictions are encouraged to make inquiries within their professional networks regarding advanced practices in areas of interest. The advanced program components described in this report may suggest additional topics for discussion with those contacts.

VI. Format of a Program Model

The Work Group's survey of jurisdiction practices and government standards identified seven important components of a sidewalk network management program. In this section each component of the program model is identified and described, followed by a list of practices that have helped jurisdictions accomplish the objectives of that component. Jurisdictions having an advanced version of that program component are acknowledged.

To facilitate comparisons between local jurisdiction practices and components of the program model, both listings are numbered and labeled in identical sequences (See [Appendix A](#)).

Components of a program model:

(1) Conduct network-wide audits to identify sidewalks that do not comply with jurisdiction standards.

A full assessment of a jurisdiction's overall sidewalk network requires some form of audit process. Regular and comprehensive audits can generate data that is sufficiently reliable for determining status, setting goals, and tracking program performance.

Some jurisdictions that conduct audits divide their sidewalk networks into sectors and audit one sector per year, or other specified interval.

Few jurisdictions have made explicit commitments to bring sidewalks into full compliance within specific periods of time. In the absence of a specific commitment, a jurisdiction's percentage of non-complying sidewalks, and year-to-year rate at which that percentage is being reduced, serve as operational indicators of a timetable.

Practices identified in the programs of surveyed jurisdictions:

Types of Audits:

- Proactive, cyclical audits by the jurisdiction
- Audits that respond to citizen reports of unsafe or inaccessible sidewalks
- Ad hoc audits by DPW employees attendant to other activities

Scope of Audits:

- Audit subsections of a jurisdiction so that the full area is assessed over the course of a defined number of years
- Focus on areas where there is a pattern of citizen reported issues
- Expand the scope of audits that respond to reports of individual sidewalk issues
 - Check both sides of street on an entire block
 - Assess multiple blocks if the sidewalk issue is on a busy pedestrian corridor
 - Assess links from the citizen-reported sidewalk hazard to key origins, destinations or transit stops

Jurisdictions meeting the following criterion:

The full sidewalk network is audited within a defined number of years.

- City of Capitola
- City of Corvallis Oregon

- City of Fairfield Ohio

(2) Report status of the sidewalk network at a regularly defined interval.

Public perception of the level of emphasis a jurisdiction places on its maintenance program is determined by the condition of its sidewalk network and its responsiveness to issues.

If the network has a high percentage of sidewalks that conform to the jurisdiction standards, or if there is a strong indication of year to year improvement, then a clear message is sent that safe and accessible sidewalks are an important community value.

Evidence that the jurisdiction governing body is committed to the program is apparent when there is an annual reporting of network status. An annual reporting sustains focus on progress being made toward objectives.

Practices identified in the programs of surveyed jurisdictions:

- A statement of standards for accessibility and safety
- The percentage of network sidewalks currently in compliance
- Year-to-year improvement in percentage of compliant sidewalks
- Average interval from identification of an exposure to resolution

Jurisdictions meeting the following criterion:

The status of the full network, or of major segments, is reported at defined intervals.

- City of Capitola
- City of Corvallis Oregon
- City of Fairfield Ohio

(3) Implement administrative processes that ensure prompt resolution of safety and access issues.

Achieving objectives and timetables will depend on implementing administrative processes that ensure they will be met. Processes should be evaluated to determine their capacity to promptly identify safety and access issues, notify property owners of violations, track actions to repair or replace, initiate sidewalk repair or replacement when property owners do not take required actions, and inspect completed work to ensure compliance with standards.

Practices identified in the programs of surveyed jurisdictions:

- On-line and print forms for residents to report sidewalk conditions
- A database for tracking the sequence of steps from report of condition to its resolution
- On-site inspections to reported safety or access issues
- Photographs to document issues
- Letters, with support information, sent to property owners
- A time limit for making repairs or replacements
- Follow-up to determine if work has been completed
- A final enforcement step for those not complying

Jurisdictions meeting the following criterion:

The administrative processes that are in place have resulted in the prompt resolution of safety and access issues identified in the jurisdiction's sidewalk network.

- City of Capitola
- City of Santa Cruz
- City of Scotts Valley
- City of Watsonville
- City of Corvallis Oregon
- City of Fairfield Ohio

(4) Promote the community value of property owners maintaining safe and accessible sidewalks

The positive promotion of sidewalk maintenance programs makes the difference in whether or not program standards, requirements and processes are viewed as in the interest of property owners and the community. Jurisdictions will secure greater support if property owners are able to recognize that they gain substantially from program provisions.

There is a mutual interest of property owners and the community in maintaining safe and accessible sidewalks. Walkable, safe and accessible sidewalks enhance the appearance and value of individual properties and neighborhoods. They encourage walking for recreation and exercise, increasing resident interaction and strengthening of neighborhood and community social networks.

Safe and accessible sidewalks also help property owners and jurisdictions avoid liability claims that may originate from injuries caused by sidewalk hazards.

Practices identified in the programs of surveyed jurisdictions:

- Promotion campaigns that achieve high visibility for residents
- Program content that is interesting, persuasive and clear
- Information that is routed through channels that reach a high percentage of jurisdiction residents
- The message is reinforced at least annually to sustain community awareness

Jurisdictions meeting the following criterion:

An on-going, coordinated and highly-visible campaign is in place to build support for the value of property owners maintaining adjacent sidewalks

- City of Corvallis Oregon
- City of Fairfield Ohio

(5) Inform residents of the jurisdiction's program for ensuring the maintenance of safe and accessible sidewalks.

Public education has the potential to address sidewalk maintenance program requirements in several ways:

- It can alert citizens to safety and access issues that apply to themselves and their neighbors
- It may prompt property owners to initiate corrective action without the need for jurisdiction involvement
- It alerts citizens to processes for reporting hazards and barriers on the properties of others
- It can make citizens aware of jurisdiction information and services that will assist them in taking corrective action
- It will help build a community value for addressing issues concerning safe and accessible sidewalks

An educational initiative needs to have the capability of sustaining awareness of the program, its safety and access standards, the process for reporting issues, and support resources for corrective action.

Sidewalk maintenance initiatives can be presented as partnerships between property owners and jurisdictions:

- Property owners have responsibility for maintaining the sidewalks adjacent to their properties

- Jurisdictions can support these efforts with information, services, and monitoring
- On behalf of all residents, jurisdictions have responsibility for oversight of the sidewalk networks and for ensuring that sidewalks are safe and accessible

Conversations with jurisdiction staff confirmed that many property owners are not aware that sidewalk maintenance is their responsibility. They are also unaware of standards for determining if sidewalks are safe and accessible.

With property owner awareness, the early identification of unsafe conditions may allow issues to be addressed with less costly solutions. Property owners will more readily address major repairs if they understand that technical, and perhaps financial, assistance, is available from the jurisdiction.

Jurisdiction web pages and lobby brochures are passive outreach media that have limited ability to achieve the necessary level of awareness. Jurisdiction mailings, and publications that include program descriptions, may address the need. In the absence of jurisdiction mailings and publications, periodic placement of information in local news media may be a good alternative.

Practices identified in the programs of surveyed jurisdictions:

- A public information strategy that sustains resident focus on key aspects of the program
- Property owners are periodically reminded of their responsibility for maintenance of adjacent sidewalks and of the avenues for identifying and addressing issues
- Citizen initiative to identify and address hazards is encouraged
- A brochure/pamphlet is available that contains information about sidewalk maintenance standards and resources for addressing issues
- Residents are informed that sidewalk conditions will be audited periodically

Jurisdictions meeting the following criterion:

A high percentage of residents are aware of standards for safe and accessible sidewalks, property owner responsibility for their maintenance, and sources of information for addressing issues.

- City of Capitola
- City of Corvallis Oregon
- City of Fairfield Ohio

(6) Create highly visible processes for reporting sidewalk safety and access issues

Processes that encourage citizens to identify and report unsafe and inaccessible sidewalks are important supplements to jurisdiction audits.

Citizen reports can alert jurisdiction staff to serious issues that emerge between audits. They are particularly important if the jurisdiction's audit cycle extends over a number of years.

Standards and reporting processes must be well understood by a high percentage of residents to serve effectively as a stand-alone identification process

The citizen report form should include instructions for the immediate contact of an official when the sidewalk hazard poses a serious and imminent danger to the public.

Sidewalks are often blocked by objects whose removal is beyond the scope of public works departments' authority. It is recommended that contact information be included in program literature for the addressing of issues such as vehicles or objects repeatedly placed on sidewalks by residents or businesses.

The citizen reporting process is an important tool in building a community value of safe and accessible sidewalks.

Practices identified in the programs of surveyed jurisdictions:

- Make copies of the citizen reporting forms available online and in locations where residents would expect to find them.
- Create a process for notifying the person submitting the report of which jurisdiction will be responding to the hazard along with any pertinent follow-up information.
- Coordinate public education regarding the citizen reporting process with the broader program information initiative described in (5) above
- Consider coordination with other jurisdictions in a public education campaign to alert residents to the process.
- Sustain public awareness by periodically renewing the public information campaign.

Jurisdictions meeting the following criterion:

A well-documented issue reporting process is in place and a high percentage of existing sidewalk safety and access issues are being reported.

- City of Corvallis Oregon
- City of Fairfield Ohio

(7) Develop information and support resources for property owners seeking to address unsafe or inaccessible sidewalk conditions

Property owners, when advised that their sidewalks have unsafe conditions, will be able to effectively, and promptly, address the problems when they are provided with guidance and support from local jurisdictions.

Jurisdictions vary widely in the level of information and support they provide to property owners.

Practices identified in the programs of surveyed jurisdictions:

- Describe repair and replacement options that address specific situations
- Describe permit and inspection requirements and fees
- Offer jurisdiction services that reduce property owner effort and expense in completing sidewalk repairs
- Identify resources to which property owners can be referred in order to obtain services on their own

Potential services to be offered by a jurisdiction:

- Vegetation removal
- Grinding of sidewalk uplifts
- No-fee permits
- Providing a list of qualified contractors
- Referral to contractors with whom the jurisdiction has negotiated a favorable rate
- Low-interest loans
- Property liens that are repaid through property taxes

Jurisdictions meeting the following criterion:

Current information offers effective guidance for addressing a range of potential conditions and offers services, or identifies contacts, for making the necessary repairs.

- City of Santa Cruz
- City of Watsonville
- City of Belmont
- City of Corvallis Oregon
- City of Fairfield Ohio

VII. Overview of Local Jurisdiction Practices

The following are general observations regarding current practices of the five local jurisdictions as they relate to the program model:

(1) Conduct network-wide audits to identify sidewalks that do not comply with jurisdiction standards

Four of the five local jurisdictions rely on citizen reports as the primary method for identifying sidewalk safety and access issues. This approach can be expected to identify only a limited percent of the existing issues.

(2) Report status of the sidewalk network at a regularly defined interval

Local jurisdictions do not currently have the capability to report the overall status of their sidewalk networks. Incomplete data generated by current citizen reporting processes has limited value in the reliable tracking of overall network status and rate of improvement.

(3) Implement administrative processes that ensure prompt resolution of safety and access issues

Program staffs in all five local jurisdictions adequately notify property owners of reported incidents that come to their attention. Follow-up and managing the resolution of sidewalk safety and access issues is less effective. All jurisdictions have been creative in developing responsive processes and leveraging limited resources.

(4) Promote the community value of property owners maintaining safe and accessible sidewalks

Currently, many property owners give little thought to their sidewalks until they are notified of a problem, and do not understand their responsibility for maintaining adjacent sidewalks. The significant percentages of non-complying sidewalks indicate that a community value has yet to be established. All jurisdictions acknowledged that more promotion could be done and were receptive to the idea of creating a coordinated public service campaign to help build this shared community value.

(5) Inform residents of the jurisdiction's program for ensuring the maintenance of safe and accessible sidewalks

A significant percentage of residents are unclear about jurisdiction responsibility for maintaining sidewalks. Many are unaware of property owner responsibility for maintenance and their jurisdiction's processes for identification, notification, support and enforcement of safety and access standards. Public education initiatives to increase resident awareness have been limited. All jurisdictions requested the work group's assistance in creating and publicizing documents which explain their programs.

(6) Create highly visible process for the identification and reporting of sidewalk safety and access issues

Most jurisdictions have this information posted on their public works department website and available, as a brochure, in department lobbies. More proactive public education measures are needed to achieve and sustain awareness of this process. All jurisdictions have expressed an interest in creating a commonly understood set of sidewalk maintenance standards, making it easier for residents to identify hazards. Input from the work group was also welcomed regarding publicity of the reporting process and increasing the availability of hazard report forms.

(7) Develop information and support resources for property owners seeking to address unsafe or inaccessible sidewalk conditions

Some jurisdictions are able to offer services or referrals which can reduce property owner effort and expense. If more jurisdictions could offer such assistance, program support and compliance would likely be increased.

VIII. Conclusion and Follow-up

The goal of this report is to improve the condition of sidewalks throughout all jurisdictions in Santa Cruz County by evaluating current sidewalk maintenance program practices, identifying important potential program components and offering additional resources. The objective is to support jurisdictions in their efforts to achieve, within defined periods of time, sidewalk networks that are in compliance with jurisdiction standards for maintenance. The Work Group wishes to acknowledge the conscientious efforts of local jurisdiction program staff in the current climate of reduced staffing and financial resources. Current practices provide a sound foundation for upgrades needed to achieve network compliance. Local jurisdictions are encouraged to assess the objectives of their programs, the current status of their networks, the ability of current processes to achieve program objectives, and the comparative merits of program components of other jurisdictions.

While the five jurisdictions differ significantly in their needs and circumstances, there are many areas which can benefit from collaboration and adoption of common approaches. It is hoped that this report will support efforts by jurisdictions to work together to meet their common challenges and to enlist property owners as partners in creating a safe, pedestrian-friendly community.

The local jurisdictions have expressed an interest in collaborating in the following categories:

Program Management

- Defining common standards for sidewalk maintenance

- Exploring efficient methods for conducting sidewalk audits
- Evaluating the effectiveness of administrative processes
- Securing resources for program upgrades

Public Education / Outreach

- Developing content and media outlets to promote a community value of safe and accessible sidewalks
- Making property owners aware of their responsibility for maintaining sidewalks adjacent to their properties
- Educating residents about jurisdiction programs, processes and resources available to assist them in addressing sidewalk issues

Reporting Sidewalk Network Status

- Determining content, schedules, and methods for reporting the sidewalk network status to the Regional Transportation Commission

The work group, based on first hand experience and research/completion of this report, is prepared to supplement jurisdiction-based efforts by offering the following specific services:

- Creating and editing documents, publicity and public education materials
- Making or assisting with presentations to community groups
- Facilitating jurisdiction interaction with individuals or groups who have interest in sidewalk maintenance program design and status
- Facilitating networking among local jurisdictions
- Initiating a collaborative effort among the five local jurisdictions to develop sidewalk maintenance standards language which residents can easily understand
- Identifying and supporting grants to fund upgrades of program components
- Assisting with research, as resources allow

In one year, the Work Group will conduct a follow-up survey of the five local jurisdictions to assess changes in sidewalk network status and maintenance programs, and will submit a follow-up status report to the Regional Transportation Commission.

IX. Photographs of Barriers to Accessibility



Figure 1. Sidewalk uplift due to tree roots.



Figure 2. Large cracks in driveway.



Figure 3. Plant obstructing the sidewalk - before.



Figure 4. Plant removed from obstructing the sidewalk - after.



Figure 5. Deterioration of sidewalk curb.



Figure 6. Crack in new sidewalk.

Improving the Safety and Accessibility of Sidewalks in Santa Cruz County:

*A Study of Jurisdiction and Property Owner
Responsibilities and Practices*

Appendices A - D

Compiled and written by the
Pedestrian Safety Work Group
A subcommittee of the Santa Cruz County Regional Transportation Commission's
Elderly & Disabled Transportation Advisory Committee

June 2010

Appendix A

Local Jurisdictions' Current Practices

City of Capitola
City of Santa Cruz
City of Scotts Valley
City of Watsonville
County of Santa Cruz

City of Capitola

Jurisdiction Profile	A-5
Guidelines for Inspection and Clearing	A-8
Sidewalk Maintenance Improvement Program Spreadsheet 1	A-9
Sidewalk Maintenance Improvement Program Spreadsheet 2	A-10
Capitola Municipal Code (See Chapter 12.04)	http://qcode.us/codes/capitola/

Jurisdiction Profile: City of Capitola

*Information provided by: Steve Jesberg, Department of Public Works (DPW)
Director and Ed Morrison, Assistant Public Works Director*

Baseline Information:

- 26 road miles (centerline)
- Approximately 50% of roads have sidewalks
- Sidewalks in downtown area maintained by the *property owner*.

(1) Conduct jurisdiction-wide audits to identify sidewalks that do not meet standards.

- One-fifth of the city's residential areas, and all of the commercial areas, will be inventoried each year with the goal of bringing all sidewalks into compliance.
- An inventory has been done informally since early 1990's, but became formal and planned in 2008. During 2009 the second fifth was inventoried.
- The City's Capital Improvement Program identifies new sidewalk improvements planned by the city
- In response to the objective of understanding the total percentage of compliant sidewalks in a jurisdiction, DPW staff indicated that this would be possible for each fifth of the city audited that year and would be based on the status of individual properties, as a unit of measurement.
- The City Council of Capitola directed staff to implement sidewalk improvement programs in 2006 and 2008.
- The 2006 initiative was in response to the need to remove vegetative obstructions; the 2008 initiative sought to more fully assess and address hazardous conditions.
- DPW has data from the inventory of the first two neighborhood "fifths" (Attachment A-1)
- DPW will review materials from other jurisdictions to beef up tracking of property improvements
- DPW would like to map their entire sidewalk network including identification of deficiencies

(2) Report status of the entire jurisdiction's sidewalk network annually

- Information is currently gathered and reported for 1/5 of the city each year

(3) Implement administrative processes that ensure prompt resolution of safety and access issues.

- DPW staff will go look at a location within 24 hours of a complaint being filed.
- If the uplift hazard is minor, the city will use their crew to grind the walkway. If not, DPW will notify the property owner of their responsibility to fix the problem. DPW staff will advise property owners of contractors who have insurance on file with the City and have done similar work. Property owners are required to complete repairs within 30 days of notification.

- Approximately 90% of the property owners comply with notices to correct hazards and understand that it is in their best interest to reduce their liability exposure.
- Action toward property owners that don't comply requires a public hearing per the city's municipal code. This process is unique among jurisdictions surveyed and seems to represent an onerous requirement and unnecessary hurdle to prompt resolution.
- Right-of-way work requires an encroachment permit, typically provided at no cost by the City

(4) Promote the community value of property owners maintaining safe and accessible sidewalks

- A marketing/outreach plan to promote a community value of safe and accessible sidewalks has not been developed.
- DPW staff informally discusses a shared community value when inspecting neighborhoods and interacting with residents.

(5) Inform residents of the jurisdiction's program for ensuring the maintenance of safe and accessible sidewalks.

- The City Council established sidewalk maintenance program goals in a public meeting
- Information regarding the program has been included in one city newsletter
- The Pedestrian Safety Work Group requests that outreach emphasize the broad value and benefit of safe and accessible sidewalks to all community residents.
- DPW will include more information about their sidewalk program on the City's website
- DPW will write an article for an upcoming City Newsletter about the sidewalk improvement program emphasizing the community value of having a great pedestrian network.
- The Pedestrian Safety Work Group offers to assist the DPW with the article (draft and/or review it)

(6) Create highly visible processes for reporting sidewalk safety and access issues

- Public education regarding the reporting process is limited. There is no program brochure or posting on the department's website.
- Sidewalk safety and access exposures may be reported using the Regional Transportation Commission's Pedestrian Access Report form.

(7) Develop information and support resources for property owners seeking to address unsafe or inaccessible sidewalk conditions

- Trip hazards of less than ½ inch will be ground down by the City typically within a targeted time line of one week.

- The City may remove minor vegetation barriers encountered in the course of daily work activities.
- Trees:
 - The property owner is responsible for sidewalk tree maintenance/repair, regardless of who planted the adjacent tree(s)
 - The City planning department decides whether or not a property owner can replace a tree.
 - The City has list of currently acceptable trees to plant (changes over time)
 - The City uses root barriers for their tree plantings and is planning on developing standards for barriers in order to encourage and insure their proper use by property owners.

Notable practices

- The City conducts a rotating five year sidewalk audit of sectors of the city.
- There is a 24 hour response to reports of hazards which includes an inspection.
- The City grinds sidewalks trip hazards of less than 1/2 inch typically within one week.
- The City will advise property owners of contractors who have insurance on file with the City and have done similar work. The City sustains focus on prompt resolution by property owners.
- City waives permit fees for sidewalk repair work.
- The City's enforcement process includes a public hearing as a final step. This is unique among jurisdictions surveyed. The hearing delays resolution and is probably not a necessary step.

Capitola's Sidewalks Guidelines for Inspection and Clearing

Vegetative Obstructions

Objective: To keep Capitola's sidewalks clear of vegetative obstructions for safer pedestrian access.

- 1) All sidewalks will be inspected for vegetative obstructions, on an on-going basis.
- 2) Public Works crew will prune any minor growth that is observed during their daily work routine. Any major amount of growth will be reported to their Public Works Supervisor.
- 3) The Public Works Supervisor will inspect any reported obstructions and will determine a course of action. If work is minor in scope, the Public Works crew will be assigned to cut the growth clear from the sidewalk.
- 4) If the Supervisor determines there is a major amount of work to be done, the Supervisor will contact the property owner and inform of the work that is needed. After 1-2 weeks, if the needed work is not performed, the Public Works crew will be assigned to trim back the reported obstruction.
- 4.5) If the supervisor determines the work is too sensitive in nature or too large to be completed by Public Works crews, the Public Works office will be notified to initiate abatement procedures
- 5) The amount of work needed per site will be determined using the following general descriptions as criteria. When in doubt, contact the Supervisor.
- 6) Vegetative obstructions will be classified as follows:
No action needed: If vegetative growth brushes against the body but does not cause you to change course.
Minor work: If vegetative growth forces you to change course but does not exceed one wheelbarrows worth of debris.
Major work: Vegetative growth exceeds one wheelbarrows worth of debris or will significantly alter the aesthetics of the plant/tree.
- 7) Monthly reports will be provided to the Public Works Director stating the following: number of sites identified, number of sites addressed, and the number of abatement notices needed.

Sidewalk Offsets

Objective: To keep Capitola's sidewalks free of trip hazards

- 1) All sidewalks will be inspected for offsets, on an on-going basis.
- 2) Offsets are any concrete sidewalks that have been lifted by 1/2" or more and create a trip hazard.
- 3) The Public Works Supervisor will inspect all commercial corridor sidewalks annually. The commercial corridor will include Capitola Village, Capitola Avenue, Capitola Road, Clares Street, Bay Avenue, Monterey Street, 41st Avenue, and 38th Avenue.
- 4) The Public Works Supervisor will inspect all neighborhood sidewalks on a rotating five-year inspection program. The neighborhoods will be identified and prioritized in the following order: the Cliffwood Heights Neighborhood, the Depot Hill & Capitola Village Neighborhood, the Riverview/Pilgrim/Rosedale Neighborhood, the Jewel Box/Southern Neighborhood, and the Avenues/North of Capitola Road Neighborhood. (see attached maps)
- 5) The Supervisor will determine and mark which offsets can be repaired by the Public Works crew. The Public Works Office will be notified of any site that will need an abatement notice.
- 6) Monthly reports will be provided to the Public Works Director stating the following: number of sites identified, number of sites addressed, and the number of abatement notices needed.

2/2/10

CAPITOLA SIDEWALK MAINTENANCE IMPROVEMENT PROGRAM
2010

Street	Address/Block	Trims	Sidewalk Grinds	Repairs	Date
Bay Street				5	
Beverly Avenue		3	2	1	
Center Street			4		
Gilroy Drive	SB	9	4	1	
	NB	9	5	4	
Oak Drive	SB	4	4	2	
	NB		4		
Riverview Drive	SB	5	5		
	NB	6	2	2	
Sunset Drive	SB	6	3	1	
	NB	8	4	2	

CAPITOLA SIDEWALK MAINTENANCE IMPROVEMENT PROGRAM

2009

Street	Address/Block	Crew Vegetation Trims	Owners Notified of Trimming Need	Owners Vegetation Trims	Sidewalk Grinds	Sidewalk Offsets Set for Owner Repairs	Date
California			1	1		1	01/13/09
Cherry					2		01/13/09
Cherry			1		2	1	01/13/09
Cherry					1		01/13/09
San Jose			1	1	1	1	01/13/09
Stockton					2		01/13/09
Capitola Ave.						1	01/13/09
Capitola Ave.					1	1	01/28/09
Capitola Ave.					1		01/28/09
Stockton					1		01/28/09
41st						1	01/28/09
41st					1		01/29/09
41st					2		
41st					1		
41st					5		
41st					2		
41st					1		
41st					2		

Capitola Diner

Del Mar Cleaners

Citibank

BOA

WFB

Wachovia

PG&E substation

City of Santa Cruz

Jurisdiction Profile	A-13
Notice to Repair Sidewalk Area	A-16
Sidewalk and Parkway Strip Maintenance Program Brochure	A-17
Contract List Provided to Residents	A-19
California Streets and Highways Code	A-24
Santa Cruz Municipal Code (see section 15.20.210)	
http://www.codepublishing.com/CA/SantaCruz/	

Jurisdiction Profile: City of Santa Cruz

Information provided by: Cheryl Schmitt and Jim Burr

Baseline Information:

- 140 road miles (centerline miles)
- The percentage of roads with sidewalks is unknown. An audit is underway
- Sidewalks in downtown area maintained by the property owners, sometimes through association fees.

(1) Conduct jurisdiction-wide audits to identify sidewalks that do not meet standards.

- The City's sidewalk maintenance program is complaint driven, rather than a systematic audit.
- DPW staff also try to assess the condition of additional sidewalks near the specific complaint (so residents don't feel singled out), sometimes along both sides of the block, and may also assess links to high traffic pedestrian corridors such as safe routes to schools
- The City is currently updating their map showing missing sidewalks and ramps. This map does not address maintenance issues.
- The Capital Improvement Program will include missing facilities as unfunded
- DPW will consider ideas for taking an inventory of the city's sidewalk conditions or the response rate of private property owners to repair notices, such as use interns or complying with community service hour conditions

(2) Report status of the entire jurisdiction's sidewalk network annually.

- Available information about the status of the sidewalk network reflects only the complaints received and is not currently gathered or reported in a comprehensive format. A City-wide base map of sidewalk status is underway.

(3) Implement administrative processes that ensure prompt resolution of safety and access issues.

- City staff inspects complaints and photographs the hazardous area.
- A \$275 fee permit is required for all repair work (fee was waived up to July 2009, but reinstated due to the budget situation).
- The City sends a letter requesting that the property owner make the repair and notes that their home owners insurance may cover the cost.
- City provides a list of potential contractors.
- The property owner is not given a deadline for completion of the repair.
- The City has sent over 700 letters since 2007.
- Although City staff does not re-inspect to determine if the work has been completed, they now are able to match the incidents with the finalized permits to determine the follow-up rate.

- A follow-up study conducted by an intern in February of 2008 found that 66% of those sent notices had completed the repairs.
- The City no longer does any grinding or vegetation removal, it is all the responsibility of the property owner.

(4) Promote the community value of property owners maintaining safe and accessible sidewalks

- A marketing/outreach plan to promote a community value of safe and accessible sidewalks consists of a brochure available in print and on the City's website.
- The City is open to additional outreach.

(5) Inform residents of the jurisdiction's program for ensuring the maintenance of safe and accessible sidewalks.

- A brochure describing the program is available on the DPW webpage and a copy is included in the notice of needed repair sent to property owners.
- DPW will work on getting more information about the program placed on the City website.
- DPW will work on getting an article about private property owner maintenance responsibilities in the SCMU Review, the utility newsletter.
- Other outreach ideas: Presentations to Santa Cruz Neighbors and to the City Council.
- The Pedestrian Safety Work Group volunteered to help with outreach materials (draft, review, etc.)

(6) Create highly visible processes for reporting sidewalk safety and access issues

- Information regarding the process for reporting hazards is posted on the DPW webpage and in program brochures. Outreach public education regarding the process is limited.
- The City also uses the RTC's Pedestrian Access Report form.

(7) Develop information and support resources for property owners seeking to address unsafe or inaccessible sidewalk conditions

- Trees:
 - City Arborist must perform an inspection if sidewalk work may impact an adjacent tree
 - Parks and Recreation Department and the Public Works department are occasionally at odds about whether to encourage trees in the strip between the sidewalk and the street.
 - If a sidewalk uplift due to a tree, the city charges \$125 for the tree inspection by the city arborist in addition to the \$275 for the city sidewalk inspection/permit

- Root barriers encouraged if planting in strip between sidewalk and street. Root barrier detail on City's website. City encouraged to include information in their brochure.

Notable practices

- The City has a program brochure that is well-conceived and written.
- There is a well-defined process for inspection and documentation of hazards.
- Responses to individual hazard reports are expanded to include assessments of adjacent sidewalks
- The property owner notification package is well-conceived and written.
- The process for addressing tree related sidewalk issues considers and resolves a range of challenging issues. The fee structure is an item of interest.
- The City uses Geographic Information Systems (GIS) to map where sidewalks exist as a way to identify deficiencies in the network.

Date

Name

Address

Address

Re: AP#
Address, Santa Cruz, California

NOTICE TO REPAIR SIDEWALK AREA

The City of Santa Cruz Municipal Code requires property owners to maintain in a safe condition sidewalk areas, which include, but are not limited to, the sidewalk, driveway, curb, gutter and street trees adjoining their property. I inspected the sidewalk condition adjoining your property at Address and observed uneven pavement creating potentially unsafe conditions on the sidewalk.

I request that you promptly repair the damaged sidewalk area, as required by law. A City of Santa Cruz concrete construction permit will be required of a General-A Engineering or C-8 Concrete licensed contractor for this repair work. The charge for this permit is \$275. Sidewalks requiring arborist inspection will be charged an additional \$125.

Please note that under Santa Cruz Municipal Code §15.20.220, a landowner is liable to members of the public who are injured due to the property owner's failure to maintain the sidewalk areas. Since the sidewalk condition appears to pose a risk of injury to the public, its prompt repair will eliminate a significant liability exposure for you. I recommend that you contact your property owner's insurance company to see if this is covered in your policy.

Please refer to the enclosed documents for more information.

Sincerely,

Cheryl Schmitt
Bicycle/Pedestrian Coordinator

Cc: Risk Manager
940-15.50
Enc: Codes
Brochure
Photograph
List of Contractors

D:\data\docs\bikes&ped\sidewalks\Address.doc

8. Is the property owner responsible for repairs if the concrete damage is caused by a tree?

In an effort to beautify our City's neighborhoods, street trees are encouraged in front of each residence. The property owner is responsible for the maintenance of the street tree and for the cost of concrete repair, even though the concrete may have been raised by the street tree. Certain species of trees may raise concrete if preventative maintenance is not performed.

In extreme cases, street trees cannot be saved and must be removed before the sidewalk and/or curb and gutter can be replaced. City standards require replacement of the tree, to be selected from a list of approved street trees. Proper tree selection is critical and is reviewed by the City Arborist. The tree permit process in these cases must be pursued before a concrete permit can be issued. Tree permits are issued by the Parks and Recreation Department. Tree work permitting is governed by Chapter 13 of the Santa Cruz Municipal Code.

9. What measures should be taken to minimize concrete displacement by tree roots?

To reduce the chance of future concrete displacement, trees can be root-pruned and a root barrier installed. Care must be taken when root pruning to avoid damaging underground utilities. Also, deep-watering the tree, that is, applying a slow trickle of water over a 24-hour period, encourages deeper root growth which reduces the chance of sidewalk damage.



Public Works Department
809 Center Street, Room 201
Santa Cruz, CA 95060

CITY OF SANTA CRUZ Sidewalk & Parkway Strip Maintenance Program

Property Owner Responsibilities

Department of Parks and Recreation
Department of Public Works



1 he sidewalk, park strip, and curb and gutter are located next to the street on the front and/or side portion of your property. The curb and gutter are located at the edge of the street pavement. The sidewalk is either separated from the curb by a parkway strip area, or is located adjacent to the curb.

1.7 Who is responsible for maintaining the sidewalk, park strip area, and curb gutters?

The property owner is responsible for properly maintaining this area (see Santa Cruz Municipal Code Section 15.20.210). This responsibility includes maintenance of damaged or displaced concrete, abatement of weeds or debris, and the maintenance of trees and shrubs whether on private or public property. Replacement and trimming of street trees and shrubs is further governed by Chapter 13 of the Santa Cruz Municipal Code.

2.1 Who is liable for injuries caused by defective sidewalks?

The owner of property adjoining a sidewalk area is liable for injuries caused by that owner's failure to maintain the sidewalk area in a safe condition (see Santa Cruz Municipal Code Section 15.20.220).

3.5 How is the need for correction of landscape-related problems determined?

- Visibility – When parkway strip shrubbery interferes with vehicle operator visibility, trimming to a maximum height of thirty inches is required. (30 inches maximum height, 25 feet minimum sight distance at corners).
- Walkway and Gutter Clearance – Trimming of ground cover or shrubs is required when there is an encroachment onto the sidewalk or gutter.

- Obstacles in the Parkway Strip – Elimination of tree stumps, large rocks, trash, holes, and some built-up planters is required. When the parkway strip is unimproved or landscaped and there is a drop, the parkway strip must be filled with dirt or other material (no asphalt) to eliminate tripping hazards.

4.4 When is concrete repair needed?

Repair of the sidewalk concrete is required in the following circumstances:

- A vertical separation of more than one-half inch in sidewalk or concrete parkway strip.
 - Ramping, where there is a rise or depression of more than one inch within a horizontal distance of eight inches in conjunction with a vertical separation.
 - A separation or opening in a break or construction joint of 3/8 inch or more (Americans with Disabilities Act Standard).
 - The breaking apart or spalling of concrete with a minimum depth of more than one-half inch.
- Curb and gutter repair is required in the following circumstances:
- Where a defect interferes with the safe and reasonable use by pedestrians and bicyclists, such as vertical or horizontal separations of more than one-half inch or there are broken away sections adjacent to a marginal walk or driveway approach.
 - It is part of a driveway approach replacement.

5. What are the options available for completing the work?

Construction of curbs, gutters, and sidewalks in City streets may be performed by a properly licensed and insured contractor. A permit is required for concrete repair, and may be issued to contractors for free by the Department of Public Works. Permits for street tree and shrub trimming may be obtained from the Department of Parks and Recreation. Permits are valid for 45 days; call (831)420-5270.

6. How does one go about finding a contractor?

The yellow pages or the classified section of the newspaper are good places to start. The contractor selected must secure a concrete construction permit from the Department of Public Works.

7. Are there inspections and standards for concrete repair work?

Yes, all work and materials must be in conformance with the City of Santa Cruz Standard Specifications for Public Works Construction and Parks and Recreation ISA Standards.

Before placing any concrete you must have the forms, base, tree root removal, and saw cuts inspected. After approval, a City-approved concrete mix must be used. Finish must be a light broom finish with score marks to match the existing sidewalk. After the work is completed, you must call for a final inspection. A permit is required for all concrete work in the public right-of-way. To obtain a permit or arrange an inspection, call (831)420-5160.

■ For further information about sidewalks and street trees please call: Department of Parks & Recreation at (831)420-5270 or Public Works Department at (831)420-5160



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Business License Database

Your search for:

- Employee Count=Select:
- Business Class Code=1605

Found 22 matches (displaying 1 to 10)

Business Name: LOCATELLI CONCRETE FINISHING
Business Address: 255 CASSERLY RD
Owner Name: PETE LOCATELLI
Start Date: 20/01/1976
Business Phone:
Employee Count: 1
Business Classification: 1605 : CEMENT CONTRACTOR

Business Name: LOMBARDO DIAMOND CORE DRILLING
Business Address: 2225 DE LA CRUZ BLVD
Owner Name: RICHARD D LONG
Start Date: 01/07/1989
Business Phone:
Employee Count: 0
Business Classification: 1605 : CEMENT CONTRACTOR

Business Name: TNT CONCRETE #673425
Business Address: 1311 DELAWARE AVE
Owner Name: WILLIAM THREEWITT
Start Date: 30/05/1980
Business Phone:
Employee Count: 2
Business Classification: 1605 : CEMENT CONTRACTOR

Business Name: RALSTON CONCRETE, TOM #736486
Business Address: 241 FERN ST
Owner Name: TOM RALSTON
Start Date: 28/08/1990
Business Phone:
Employee Count: 25
Business Classification: 1605 : CEMENT CONTRACTOR

Business Name: ALBANESE INC, JOS J #299880
Business Address: 840 PARKER ST
Owner Name: JOHN ALBANESE
Start Date: 05/11/1992
Business Phone:
Employee Count: 10
Business Classification: 1605 : CEMENT CONTRACTOR

Business Name: BERNOKEITS CONCRETE, KATHLEEN
Business Address: 2337 BRANCIFORTE DR
Owner Name: KATHLEEN BERNOKEITS
Start Date: 10/11/1992

Business Phone:
Employee Count: 7
Business Classification: 1605 : CEMENT CONTRACTOR

Business Name: COAST CONCRETE #351777
Business Address: 5940 SOQUEL AVE
Owner Name: JOHN CURETON
Start Date: 07/07/1994
Business Phone:
Employee Count: 8
Business Classification: 1605 : CEMENT CONTRACTOR

Business Name: SCHROEDER CONCRETE CONST, MIKE
Business Address: 2069 DOLPHIN WAY
Owner Name: MIKE SCHROEDER
Start Date: 25/05/1997
Business Phone:
Employee Count: 0
Business Classification: 1605 : CEMENT CONTRACTOR

Business Name: LARGO CONCRETE,INC.
Business Address: 891 W HAMILTON AVE
Owner Name: MARK D CARNATHAN
Start Date: 01/01/2005
Business Phone:
Employee Count: 0
Business Classification: 1605 : CEMENT CONTRACTOR

Business Name: DIAMOND D COMPANY
Business Address: 310 KENNEDY D
Owner Name: DAVE PETTIGREW
Start Date: 06/06/2005
Business Phone:
Employee Count: 12
Business Classification: 1605 : CEMENT CONTRACTOR

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Business License Database

Your search for:

- Employee Count=Select:
- Business Class Code=1605

Found 22 matches (displaying 11 to 20)

Business Name: BARTLETT, DAMEON CONCRETE 758374
Business Address: 725 30TH AVE
Owner Name: DAMEON BARTLETT
Start Date: 17/06/2003
Business Phone:
Employee Count: 0
Business Classification: 1605 : CEMENT CONTRACTOR

Business Name: WHITLOW CONCRETE INC #750243
Business Address: 4148 CLARES ST
Owner Name: W J WHITLOW
Start Date: 29/05/1961
Business Phone:
Employee Count: 13
Business Classification: 1605 : CEMENT CONTRACTOR

Business Name: APARICIO CEMENT CONTRACTOR INC, C
Business Address: 506 PHELAN AVE
Owner Name: CARLOS APARICIO
Start Date: 06/06/2007
Business Phone:
Employee Count: 8
Business Classification: 1605 : CEMENT CONTRACTOR

Business Name: CELL CRETE CORPORATION 243404
Business Address: 995 ZEPHYR AVE
Owner Name: LOU FISHER
Start Date: 18/07/2007
Business Phone:
Employee Count: 4
Business Classification: 1605 : CEMENT CONTRACTOR

Business Name: CAL WEST CONCRETE CUTTING INC
Business Address: 3000 TARA CT
Owner Name: CONCRETE CAL-WEST
Start Date: 18/06/2008
Business Phone:
Employee Count: 1
Business Classification: 1605 : CEMENT CONTRACTOR

Business Name: CRUM CONCRETE, MICHAEL L #379912
Business Address: 2642 MONTEREY AVE
Owner Name: MICHAEL L CRUM
Start Date: 18/07/1996

Business Phone:
Employee Count: 5
Business Classification: 1605 : CEMENT CONTRACTOR

Business Name: MELO CONCRETE CONSTRUCTION 767668
Business Address: 5820 OBATA WAY C
Owner Name: MANUEL M MELO
Start Date: 01/07/2008
Business Phone:
Employee Count: 12
Business Classification: 1605 : CEMENT CONTRACTOR

Business Name: US CONCRETE CONSTRUCTION
Business Address: 30634 HASLEY CANYON RD
Owner Name: ULISES SALAZAR
Start Date: 17/11/2008
Business Phone:
Employee Count: 15
Business Classification: 1605 : CEMENT CONTRACTOR

Business Name: BERKELEY CEMENT INC 290755
Business Address: 1200 SIXTH ST
Owner Name: SCOTT FADELLI
Start Date: 12/12/2008
Business Phone:
Employee Count: 3
Business Classification: 1605 : CEMENT CONTRACTOR

Business Name: SANDERS CONCRETE, DOUG 775440
Business Address: 1313 PROSPECT ST
Owner Name: DOUG SANDERS
Start Date: 12/01/2007
Business Phone:
Employee Count: 2
Business Classification: 1605 : CEMENT CONTRACTOR

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Business License Database

Your search for:

- Employee Count=Select:
- Business Class Code=1605

Found 22 matches (displaying 21 to 22)

Business Name: CYPRESS HILL CONCRETE INC.
Business Address: 200 BURNETT AVE 43
Owner Name: JOHN CABALLERO
Start Date: 25/03/2008
Business Phone:
Employee Count: 2
Business Classification: 1605 : CEMENT CONTRACTOR

Business Name: BAY AREA ASPHALT & CEMENT
Business Address: 545 NIPPER AVE
Owner Name: SCOTT KOLANDER
Start Date: 07/07/2009
Business Phone:
Employee Count: 5
Business Classification: 1605 : CEMENT CONTRACTOR

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- California Codes
 - California Streets and Highways Code
 - STREETS AND HIGHWAYS CODE SECTION 5610-5618

5610. The owners of lots or portions of lots fronting on any portion of a public street or place when that street or place is improved or if and when the area between the property line of the adjacent property and the street line is maintained as a park or parking strip, shall maintain any sidewalk in such condition that the sidewalk will not endanger persons or property and maintain it in a condition which will not interfere with the public convenience in the use of those works or areas save and except as to those conditions created or maintained in, upon, along, or in connection with such sidewalk by any person other than the owner, under and by virtue of any permit or right granted to him by law or by the city authorities in charge thereof, and such persons shall be under a like duty in relation thereto.

5611. When any portion of the sidewalk is out of repair or pending reconstruction and in condition to endanger persons or property or in condition to interfere with the public convenience in the use of such sidewalk, the superintendent of streets shall notify the owner or person in possession of the property fronting on that portion of such sidewalk so out of repair, to repair the sidewalk.

5612. Notice to repair may be given by delivering a written notice personally to the owner or to the person in possession of the property facing upon the sidewalk so out of repair, or by mailing a postal card, postage prepaid, to the person in possession of such property, or to the owner thereof at his last known address as the same appears on the last equalized assessment rolls of such city or to the name and address of the person owning such property as shown in the records of the office of the clerk.

5613. The postal card shall contain a notice to repair the sidewalk so out of repair, and the superintendent of streets shall, immediately upon the mailing of the notice, cause a copy thereof printed on a card of not less than 8 inches by 10 inches in size, to be posted in a conspicuous place on the property. In lieu of posting a copy of the mailed notice on the property as provided in this section, the superintendent of streets may, not less than seven days nor more than 10 days after the mailing of the first postal card notice, mail an additional postal card, postage prepaid, marked "Second Notice," to the person to whom the first postal card notice was addressed. The second notice shall otherwise contain the material required by this article, but shall not extend the time for commencing repairs specified in Section 5614.

5614. The notice shall particularly specify what work is required to be done, and how it is to be done, and what materials shall be used in the repair and shall further specify that if the repair is not commenced within two weeks after notice is given and diligently and without interruption prosecuted to completion, the superintendent of streets shall make such repair, and the cost of the same shall be a lien on the property.

5614.1. The legislative body may adopt a resolution determining that bonds shall be issued and assessments collected and enforced pursuant to Part 5 of this division. In such event, the notice to repair shall specify that bonds shall be issued to represent the security of the unpaid assessments, payable over a period of not to exceed six years, and shall further recite a maximum rate of interest to be paid on the indebtedness, which shall not exceed 7 percent a year, payable semiannually.

5615. If the repair is not commenced and prosecuted to completion with due diligence, as required by the notice, the superintendent of streets shall forthwith repair the sidewalk. Upon the written request of the owner of the property facing the sidewalk so out of repair, as ascertained from the last equalized assessment roll of the city, or as shown in the records of the office of the clerk, the superintendent may repair any other portion of the sidewalk fronting on the property that is designated by the owner. The superintendent shall have power to prescribe the form of the written request. The cost of repair work done by request pursuant to this section shall be a part of the cost of repairs for which, pursuant to this chapter, subsequent notices are given, hearings held and assessment and collection procedures are conducted.

5616. Upon the completion of the repair, the superintendent of streets shall cause notice of the cost of the repair to be given in the manner specified in this article for the giving of notice to repair, which notice shall specify the day, hour and place when the legislative body will hear and pass upon a report by the superintendent of streets of the cost of the repair together with any objections or protests, if any, which may be raised by any property owner liable to be assessed for the cost of such repair and any other interested persons. If bonds are to be issued, the notice shall also contain the information required by Section 5614.1.

5617. Upon the completion of the repair, the superintendent of streets shall prepare and file with the legislative body a report specifying the repairs which have been made, the cost of the repairs, a description of the real property in front of which the repairs have been made and the assessment against each lot or parcel of land

City of Scotts Valley

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General Complaint Form	A-32
Notification Letter	A-34
Scotts Valley Municipal Code (See Chapter 12.04)	
	http://library2.municode.com/default-test/home.htm?infobase=13736&doc_action=whatsnew

Jurisdiction Profile: City of Scotts Valley

Information provided by Ken Anderson (Public Works Director)

Baseline Information:

- 35 miles of streets (centerline)
- Approximately 15-30% have sidewalks, mostly in commercial areas
- City maintains Scotts Valley Drive and Mt. Hermon Road
- All other business districts maintained by the district

(1) Conduct jurisdiction-wide audits to identify sidewalks that do not meet standards.

- The sidewalk improvement program is complaint driven, no formal sidewalk audit is performed
- Approximately 2 complaints were received in 2009
- There is currently no process for measuring and reporting the percent of sidewalks that are in compliance.
- Currently there are no goals or timetables for compliance.
- Most of the sidewalks are new and don't yet need much maintenance
- Much of the city is on slopes which would not meet ADA standards
- The City's Capital Improvement Program includes new sidewalk projects and sidewalk repairs such as curb cuts, which are prioritized based on funding projections
- The City has a Sidewalk Master Plan, but it is ten years old
- The City has an ADA Committee comprised of two caregivers (1 for an adult, 1 for a child), two disabled individuals (both use power chairs), 1 City Council member, 1 staff each from DPW, planning and police.
- The Capital Improvement Program will include missing facilities as unfunded

(2) Report status of the entire jurisdiction's sidewalk network annually.

- Information is not currently gathered or reported in this format.

(3) Implement administrative processes that ensure prompt resolution of safety and access issues.

- City staff inspects complaints and knocks on door/explains program to property owner.
- No fee is charged the property owner for an encroachment or repair permit
- The City does not provide pavement grinding, but may take care of vegetation immediately, especially if it pushes people out into the street. Residents are notified that city crews may use chainsaw or other rough tools to trim vegetation
- Property owners are required to use a licensed contractor in making repairs.
- The City stays in touch with the property owner until the problem is resolved. It uses a "tickler" system to monitor completion of the work.

- If property owners do not make repairs, the City would do so with the option of placing a lien on the property if payment was not made.
- The City aims for 100% of the conditions prompting complaints to be corrected.
- The City adds new sidewalks primarily when it is a condition of a new subdivision or other improvement.

(4) Promote the community value of property owners maintaining safe and accessible sidewalks

- A marketing/outreach plan to promote a community value of safe and accessible sidewalks has not been developed.

(5) Inform residents of the jurisdiction's program for ensuring the maintenance of safe and accessible sidewalks.

- Outreach public education regarding the program is limited.
- The City feels that businesses are aware of their responsibilities for sidewalk maintenance.
- Residential property owners are not as aware, but there are fewer sidewalks in these areas
- The City does not have brochure for property owners on its website or in its lobby.
- Requirements are communicated when the property owner is notified of sidewalk hazards/exposures.
- The City does not have a newsletter for publicizing the program.
- More program information could be placed on the City website
- Other Outreach Ideas:
 - Work with homeowner associations
 - Place articles in the Scotts Valley Press Banner newspaper
 - Make presentations to televised City Council meetings
 - Solicit leadership from the mayor
- DPW staff is receptive to coordinating with the other local jurisdictions to develop a common set of standards for property owner sidewalk maintenance and repairs.
- The Pedestrian Safety Work Group volunteered to help with outreach materials (draft, review, etc.)

(6) Create highly visible processes for reporting sidewalk safety and access issues

- Information regarding the process for reporting exposures is posted on the DPW webpage.
- Either the generic city complaint form or the RTC's Pedestrian Access Report can be used to report hazards.
- Public education regarding the process is limited.

(7) Develop information and support resources for property owners seeking to address unsafe or inaccessible sidewalk conditions

- Few trees in strip between sidewalk and street, so few tree issues on sidewalks

Sample letter

April 5, 2002

~~Bluebonnet Lane~~
Scotts Valley, CA 95066

The Police Department has notified me that they have received several complaints regarding limited site distance on Bean Creek Rd. due to your landscaping located in the city right-of-way adjacent to Bean Creek Rd. I visited the site and observed that your shrubbery is overgrown and is impairing people's ability to see cars traveling Scotts Valley Drive bound on Bean Creek Road. The bushes need to be trimmed and maintained at a height of three feet. If you would like to have the bushes professionally trimmed in a manner to your liking, please do so by April 15, 2002. If the bushes are not trimmed by this time, a city work crew will trim the bushes in a manner that may not be to your liking. If you have any questions, please contact me at 438-8689.

Sincerely,

Dave Leuty
Maintenance Division Manager

ca

City of Watsonville

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Notice to Repair Letter	A-40
Public Works Letter Regarding Property Owner Responsibility	A-42
Watsonville Municipal Code (See Chapter 7-2)	
http://www.codepublishing.com/ca/watsonville/	

Jurisdiction Profile: City of Watsonville

Information provided by Maria Esther Rodriguez (Principal Engineer) and Rosemarie Martinez Dow (Assistant Engineer)

Baseline Information:

- 92 miles of streets (centerline)
- Approximately 75% have sidewalks on both sides

(1) Conduct jurisdiction-wide audits to identify sidewalks that do not meet standards.

- The sidewalk maintenance program is complaint driven.
- There is no formal sidewalk audit process to determine the percent of sidewalks adjacent to private property that are in compliance.
- The City is making progress toward compliance with each new project that is proposed and approved. A plan is not currently in place to achieve full compliance within a defined period of time.
- The City has a goal of installing curb cuts at all intersections. The curb cuts are mapped on the city's Geographic Information System (GIS).
- The City pays for the installation of curb ramps at intersections but adjacent property owners are responsible for maintenance of the sidewalks.

(2) Report status of the entire jurisdiction's sidewalk network annually.

- Information is not currently gathered or reported in this format.

(3) Implement administrative processes that ensure prompt resolution of safety and access issues.

- City staff inspects complaint and photographs problem
- For complaints about vegetation, the City takes photo and sends letter to the property owner with request for immediate attention.
- The City may do free concrete grinding if the problem is ¼ to ½ inch uplift.
- If there is a significant safety or access exposure, a letter/photo is posted at the site.
- The City bids a contract every two years that includes rates, specifications, and procedures. The contractor awarded the bid then performs the pedestrian facility repairs as directed by City staff. (Referred in this document as "City contractor")
- A letter with a cost quote is sent to property owner requiring them to either:
 - Fix the problem using their own contractor within 30 days or
 - Enter into an agreement with the City to have the City contractor make the repair.
- Upon request, Property owners are given a list of licensed contractors with whom they can negotiate their own terms. The list of contractors is compiled

- A permit is needed for repair work done by private citizens. A licensed contractor pulls the permit. No permit required if the work is performed under the City contract.
- The permit includes a 10% fee to cover inspection costs.
- The City aims for 100% of complaints to be corrected.
- An asphalt overlay of the streets triggers ramp and ADA improvements, but chip seal does not.

(4) Promote the community value of property owners maintaining safe and accessible sidewalks

- A marketing/outreach plan to promote a community value of safe and accessible sidewalks has not been developed.

(5) Inform residents of the jurisdiction's program for ensuring the maintenance of safe and accessible sidewalks.

- The City publishes a brochure describing the program for property owners to maintain their sidewalks.
- The City acknowledges it could place more program information on its website
- City Staff has presented information on Sidewalk repair to Realtor's board
- Other Outreach Ideas:
 - Insert program information in utility and/or property tax billings mailed to city residents.
 - Create a sticker that could be used on all trash cans
- The South County Bike and Pedestrian Safety Work Group is also working on promoting pedestrian safety and has a goal to increase community awareness and promote use of hazard reporting
- DPW supports a countywide mandate for property owners to repair sidewalks at the time of sale.

(6) Create highly visible processes for reporting sidewalk safety and access issues

- Public education regarding the process is limited.

(7) Develop information and support resources for property owners seeking to address unsafe or inaccessible sidewalk conditions

- The City may do free concrete grinding if the problem is ¼ to ½ inch uplift
- City gives property owners two weeks to take care of vegetation issues, if not done the City will take care of it and bill property owners or add costs to property tax
- The City Finance Department offers the option of setting up an agreement/account for property owners who opt to use the city's contractor,

- Cost of curb cuts subtracted out of the repair cost estimate.
- The agreement is notarized. If property owner defaults on the loan, then added to their property tax bill.
- The City repairs sidewalks damaged due to street trees if the city planted the tree. Sometimes the city will replace the tree and add root barriers.
- The City has a list of approved trees
- Landscaping in strip between sidewalk and street occurs primarily in commercial and industrial areas

Notable practices

- The City offers property owners the option of having the city's contractor, with who they have negotiated rates, perform the work.
- The City Finance Department sets up an agreement/account, for property owners who opt to use the City contractor, to pay back the cost of repairs with a zero interest loan over one year (In hardship cases, it may be extended to two years).
- The agreement is notarized. If property owner defaults on the loan, then added to their property tax bill.
- The City has an aggressive curb cut program that is prioritized based on community requests primarily addressing the needs of seniors, people with disabilities and children.

Property Posted: *Date, 20##*
By: Rosemarie Dow

Property Location: *### Street*
Parcel No. *##-###-##*

NOTICE TO REPAIR

Date: *Date, 20##*

To: *Owner*
Street Address
City, State ZIP

As the owner in possession of that certain property in the City of Watsonville described above, you are hereby notified that a portion of the sidewalk/curb and gutter/driveway is in need of repair and is in such condition as to interfere with the public safety and use thereof. The specific deficiency is described as follows:

Approximately (# of) square feet of concrete sidewalk and (# of) linear feet of curb constituting a pedestrian tripping hazard. The location will be marked for your information (see attached photograph).

Would you please cause the repairs to be made by a contractor of your choice within 30 days. The repair must be made in accordance with the city standards and by a licensed, bonded contractor. A C-8 or A license is required and a Public Works permit is to be issued to the contractor.

This Notice to Repair may be discussed with a member of the Engineering Department staff by calling Rosemarie Dow at (831) 768-3110.

If, after discussion, the property owner still disagrees with the staff decision, it may be appealed to the City Council by filing a Notice to Appeal with the City Clerk within fourteen (14) days of the above date. If appealed, you will be advised in writing of the City Council meeting at which your matter will be heard.

If the appeal is denied by the City Council, you may cause the repairs to be made by a contractor of your choice or the City's concrete contractor will make the required repairs and you will be billed for the cost of the work. A City administrative cost of 10% will be added to the bill. The Engineer's Estimate for the repairs is \$##### (including the 10% admin. cost). This quotation is good until *Month DD, YYYY*. After completion, the total cost may be paid in cash to the City or it may be placed upon the property tax roll for collection.

For more information please call Ms. Dow at 768-3110.

Very truly yours,

Rosemarie M. Dow
Assistant Engineer for

David A. Koch
Public Works/Utilities Director

Attachments

P:\PROJECTS\sidewalk.jobs\Sample Sidewalk Repair Ltr.doc

CITY OF WATSONVILLE

"Opportunity through diversity; unity through cooperation"



ADMINISTRATION BUILDING

215 Union Street
Second Floor
Fax 831.761.0736

MAYOR & CITY COUNCIL

215 Union Street
831.728.6006

CITY MANAGER
831.728.6011

CITY ATTORNEY
831.728.6013

CITY CLERK
831.728.6005

PERSONNEL
831.728.6012

CITY HALL OFFICES

250 Main. St.

COMMUNITY
DEVELOPMENT
831.728.6018

Fax 831.728.6173

FINANCE

831.728.6031

Fax 831.763.4066

PUBLIC WORKS &
UTILITIES

831.728.6049

Fax 831.728.4065

PURCHASING

831.728.6029

Fax 831.763.4066

REDEVELOPMENT & HOUSING

831.728.6014

Fax 831.763.4114

AIRPORT

100 Aviation Way

831.728.6075

Fax 831.763.4058

FIRE

115 Second Street

831.728.6060

Fax 831.763.4054

LIBRARY

310 Union Street

831.728.6040

Fax 831.763.4015

PARKS & COMMUNITY SERVICES

30 Maple Avenue

831.728.6081

Fax 831.763.4078

SIDEWALK, DRIVEWAYS, CURBS, AND GUTTERS

Within the City of Watsonville, a property owner is responsible to maintain the sidewalk, driveway, curb, and gutter adjacent to their property in good condition so as to not interfere with the public safety and use. If any of these areas become deficient (or a tripping hazard), repair is the responsibility of the property owner.

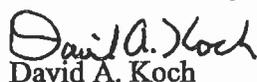
Once the City becomes aware of a deficiency, the property owner is sent a "Notice to Repair" and given 30 days in which to complete it. This notice identifies the deficiency and includes a cost estimate for the needed repairs. The repair must be made in accordance with City standards and performed by a bonded contractor with an "A" or "C-8" license. A City permit is also required for this work.

The property owner has the option to hire their own contractor, or enter into an agreement with the City for the repairs. With the latter option, a City hired contractor would perform the repairs at competitive prices. The City offers various payment options: 1) the repair cost could be paid in full by owner or lessee; 2) owners can enter into a pay back agreement for the cost of repairs plus a 10% administrative fee with a 12 month (interest free) payment plan that the City's Finance Department would bill monthly; or 3) the repair cost could be added to the property tax bill (including County administrative fees and interest) for collection by the County of Santa Cruz.

A property owner can appeal the repair notice to the City Council by filing a Notice to Appeal with the City Clerks office. The appeal process is outlined in the Watsonville Municipal Code under Title 1, Chapter 4. For more information on the appeal process, please contact the City Clerks office at (831) 728-6005.

For additional information or any questions regarding maintenance of sidewalks, driveways curbs and gutters, please contact Ms. Rosemarie Dow of the Public Works and Utilities Department at (831) 728-6175.

Sincerely,


David A. Koch

Public Works and Utilities Department Director

Attachment A: Watsonville Municipal Code (Chapter 2) and page 292 of the Improvement Act of 1911

County of Santa Cruz

Jurisdiction Profile

A-45

Santa Cruz County Municipal Code

<http://www.codepublishing.com/ca/santacruzcounty/>

Jurisdiction Profile: County of Santa Cruz

Information provided by Jack Sohriakoff

Baseline Information:

- 640 road miles (centerline)
- Approximately 25% of roads have sidewalks
- In general, sidewalks in urbanized areas (Aptos, Soquel , Felton, etc.) are maintained by the adjacent property owners or business association.

(1) Conduct jurisdiction-wide audits to identify sidewalks that do not meet standards.

- The County has a complaint-driven sidewalk maintenance program
- No formal inventory of sidewalk conditions is performed
- There is no current process for determining the percent of sidewalks that are in compliance, nor are there goals for achieving a level of compliance for safe and accessible sidewalks.
- DPW will check in with other counties or professional organizations to identify processes used in performing sidewalk audits.
- Ideas discussed for conducting sidewalk audits include:
 - Include sidewalk assessments with annual inspections of signs by county staff beginning with the urbanized areas in villages and towns
 - Consider alternative staff to perform audits (interns, volunteers, etc.)
 - Seek a new funding source to cover project costs
- Measure C requires County to send an annual report to the County about the status of bicycle and pedestrian facility construction. Although the measure primarily relates to new construction, rather than maintenance of existing facilities, it is an example of regular reporting practices.
- DPW will request that sidewalks be included on the GIS mapping system

(2) Report status of the entire jurisdiction's sidewalk network annually.

- This information is not currently gathered or reported.

(3) Implement administrative processes that ensure prompt resolution of safety and access issues

- County staff inspects complaints
- If the sidewalk issue is related to a County-maintained drainage system, curb inlets, culverts, etc, then County fixes problem
- DPW sends a letter to property owner requiring them to fix the problem using a licensed contractor (no list provided)
- DPW requests that the property owner address vegetation hazards within 2 weeks. There is a 30-day time requirement for property owners to address other types of hazards/exposures. If property owners do not fix the problem within a specified time limit we may elect to have our crews perform the work and charge the property owner accordingly.

- If improvements are minor or considered basic maintenance, then no permits are needed. Otherwise if the work is considered major and requires inspections, the property owner will need to secure permits and pay fees.
- DPW assumes that property owners comply with notices to correct sidewalk conditions so a formal enforcement process has not been developed.
- DPW plans to develop a "tickler" file to determine whether or not the work is done
- The County aims for 100% of complaints to be corrected.

(4) Promote the community value of property owners maintaining safe and accessible sidewalks

- A marketing/outreach plan to promote a community value of safe and accessible sidewalks has not been developed.

(5) Inform residents of the jurisdiction's program for ensuring the maintenance of safe and accessible sidewalks.

- The County has no brochure or newsletter
- The County acknowledges it could put more program information, including sidewalk maintenance standards, on its website
- Other Outreach Ideas:
 - Insert program information in a waste management or property tax bill
 - Work with Traffic Safety Coalition, particularly on safe routes to school
 - Encourage Board members to solicit input from their constituents
 - Work with chambers of commerce to publicize sidewalk maintenance responsibilities
 - County road crews could inspect sidewalks adjacent to road and sign work
 - DPW would provide sidewalk maintenance brochures (if developed) at the many community meetings that county staff attend (schools, neighborhoods, etc.)
- The Pedestrian Safety Work Group volunteered to help develop outreach materials (draft, review, etc.)

(6) Create highly visible processes for reporting sidewalk safety and access issues

- Information regarding the process for reporting hazards/exposures is posted on the DPW webpage. Outreach public education regarding the process is limited.
- DPW receives the RTC's Pedestrian Access Report forms.

(7) Develop information and support resources for property owners seeking to address unsafe or inaccessible sidewalk conditions

- A description of the basic process for addressing sidewalk exposures is included in notices to property owners with noncompliant sidewalks.

- The information does not include a description of repair options or resources available for making repairs.
- Trees:
 - Root barrier design criteria included in notice to property owners. Barrier required if county does inspection.
 - Redevelopment Agency has a program to encourage property owners to plant trees provided by agency. How property owner plants trees is not monitored.

Appendix B

Benchmark Jurisdictions' Current Practices

City of Corvallis, Oregon
City of Fairfield, Ohio
City of San Jose, California

City of Corvallis, Oregon

Survey Results	B-5
Sidewalk Safety Program (Website)	B-11
Sidewalk Safety Districts Map	B-13
Guidelines for Public Sidewalk and Driveway Repairs	B-14
Policies / Interpretations / Procedures	B-17
Council Policy Manual (See CP 91-7.08) http://www.ci.corvallis.or.us/downloads/pw/Ccpol7-08sidewalk.pdf	
Corvallis Municipal Code (See Chapter 2.15) http://archive.ci.corvallis.or.us/DocView.aspx?id=212640	

Jurisdictional Programs to Facilitate Sidewalk Maintenance By Adjacent Property Owners

Survey Questions

Benchmark Jurisdiction: Corvallis, OR

Person Interviewed: Bruce Moser, Public Works, City of Corvallis

bruce.moser@ci.corvallis.or.us

(541) 754-1779

Website:<http://www.ci.corvallis.or.us/index.php?option=content&task=view&id=519&Itemid=457>

Brief Summary The City of Corvallis, OR started their program to ensure property owners maintained their sidewalks about 20 years ago. The city currently inspects 1/10 of the jurisdiction every year (all of the jurisdiction every 10 years). Property owners of non-compliant sidewalks are notified that they are responsible to repair their sidewalks within 90 days of notification. The city offers to repair the sidewalks by the city contractor for typically a less expensive cost to the property owner. If the property owner does not make the repairs, the city takes them to court with the potential of a \$2500 fine and the property owners have always made the repairs. Typically the city contractor repairs 95% of the sidewalks and property owners repair 5% of the sidewalks through their own contractors.

The city has a commitment to 100% compliance of the areas inspected per year.

Demographics

1. What is the population of your jurisdiction?

54,000

2. What percentage of the population lives in urban versus rural settings?

90% Urban

10% Rural

Standards

3. Does your jurisdiction have defined standards for sidewalk pavement condition and accessibility? If so, what are the sources of the standards?

x Defined standards in which document: Newsletter

 Basis – Explain ADA standards on Federal Register - maximum 2% cross slope, maximum 1/2” lip, maximum 1” gap. Note: Standards do not address poor quality cement where aggregate can pop out. This type of sidewalk condition is hard to measure. It is written in the

code that the city engineer or agent can make determination that the sidewalks are out of compliance due to being too rough.

Outreach

4. How are property owners informed of their responsibility to maintain their sidewalks in safe and accessible condition?

- Brochure
- Website
- Newsletter Yearly
- Real estate agent at time of house purchase
- Other – Explain

1- It is written in the city municipal code.

2- Letters are sent out every year to all property owners who will have their sidewalks inspected that year. (1000's of letters/year).

Objectives

5. Has your jurisdiction made a commitment to having a certain percentage of sidewalks comply with safety and access standards within a specified timeframe? If so, what are the commitments?

- No
 - Yes _____% of sidewalks will conform to standards within _____years
 - Other – Explain
- City is committed to 100% compliance every year for the inspected portion (1/10)

of the city.

6. Are the commitments for compliance different for sidewalks maintained by your jurisdiction and those for which property owners are responsible?

- No
- Yes - Explain

7. Does the jurisdiction have a method for measuring and reporting year to year improvement in the percentage of sidewalks that are in compliance?

- No
 - Yes - Explain
- City gets 100% compliance every year for the inspected portion (1/10th) of the

city.

Identification of Sidewalks in Need of Repair

8. Does the jurisdiction regularly perform jurisdiction-wide audits of sidewalk safety and accessibility? If so, how often are these audits conducted?

Yes, every 10 years the sidewalks throughout the jurisdiction are inspected.

No

9. Can you provide an estimate of staff time and resources required to perform these audits?

Staff hours per year

Other resources

10. What methods are available for citizens to report hazards or barriers to accessibility?

Jurisdiction website online/downloadable form

Phone calls taken to report hazard/barrier 90%

Emails taken to report hazard/barrier

Paper form provided at jurisdiction

Other - Explain

Advocates raise issues to committees.

11. Does your jurisdiction coordinate with neighboring jurisdictions to ensure consistency of programs? If yes, please explain. Corvallis's program is a model program. Other jurisdictions call wanting information of how they run their program (6 to 10 calls per year).

12. On a yearly basis, approximately what ratio of non-conforming sidewalks is identified by jurisdiction inspections versus citizen complaints?

Majority Jurisdiction Inspections

20-30/year Citizen Complaints

Methods for Enforcement of Property Owner's Responsibility to Maintain Sidewalks to Standards

13. Are there ordinances or codes requiring property owners to maintain sidewalks to jurisdictional standards? Yes, municipal code.

14. Does the ordinance or code require the property owners to bring sidewalks into compliance within a specified timeframe? If so, what is the timeframe? Yes, 90 days.

15. What is the process for notifying property owners of their responsibility to maintain their sidewalk to standards?

- Property inspected prior to notification to verify non-compliance
- Notification by letter
- Notification by phone
- Other - Explain

The city sends the first letter telling all property owners in the area to be inspected, that they are coming out to inspect the sidewalks. Inspection takes place and any sidewalks out of compliance are marked. A letter is sent to notify the property owners that their sidewalk is not in compliance and they need to have it repaired within 90 days. In this letter, the city offers to have the sidewalk be repaired by the city contractor and provides an estimate of the cost. Typically 90-95% of the people have the city do the work. The property owners need to tell the city within 30 days if they want to be in the contract. City opens the job up for a bid and then City sends another letter (certified mail) to property owners telling them the exact cost. The property owners have 2 weeks to send in a check (but they really give them more time). The cost is typically about \$250/panel. If do not hear from property owner, they inspect to see if sidewalk is fixed. If not they send them a terse letter that they are in violation of the city code. At this point, the City may get a few more people who want to have their sidewalks repaired by the city contractor and they are charged a slightly higher cost (\$300/panel). If people do not repair, the city takes them to court and then they make repair so they do not have to pay \$2500 fine. 95% of people willing to make the repairs, 4% wait until the last minute, 1% do not make repairs and they are taken to court.

If a complaint is made about a sidewalk, process is similar but may not be the right time frame for the city contractor to be able to make the repairs.

16. How and when do you follow up after notifying a property owner of a noncompliant sidewalk to assess whether a repair is being initiated?

See above.

17. Are licensed contractors, inspections and standards for concrete repair required?

Licensed contractors and inspections are required for both the city contractor and by the property owners contractor.

18. In practice, will the jurisdiction initiate repairs if property owner does not make repairs within specified timeframe?

Yes!

Financing

19. If your jurisdiction makes repairs, following property owner failure to make the repairs within the specified timeframe, do you bill the property owner?

City takes the property owners to court and property owners then make repairs.

20. Will the cost of repair be added to the property tax, a lien put on house, or addressed by some other method? Please explain.

City never had to do this as once the property owner is taken to court, they are motivated to make the repair.

21. If a lien is used, where does the funding come from to cover the costs until the house is sold?

Not applicable. See 19 and 20 above.

22. Does your jurisdiction pay for any sidewalk repair on property adjacent to private property such as vegetation removal, grinding of sidewalks, or repair due to street tree damage? No

- Vegetation removal
- Grinding of sidewalks < inches
- Repair due to street tree damage

City puts in ADA ramps and is on track for 100% compliance for ADA ramps in 2012.

23. Does your jurisdiction offer any programs to assist property owners who cannot afford repairs?

- No
- Yes – Explain The City provides hardship loans to be paid monthly over a year.

Resources

24. Approximately, how much staff time in your agency is devoted to working on sidewalk programs/projects and in particular programs that facilitate private property owner maintenance of their sidewalks?

- FTE or Staff hours per week on sidewalk programs
- 1 FTE or Staff hours per week on property owner sidewalk maintenance programs

25. Have you received grants to assist with any of the above sidewalk-related activities?

- No

____ If yes, what activities are funded and what was the source of funds?
City has received grants to put in ADA ramps and pads and landings at transit stops.

26. Can your agency share any forms, tools or efficiency tips? (public education, property owner notification, tracking of property owner repairs, notices of non-compliance, documents relating to jurisdiction initiated repairs)

City uses a computer program that tracks permits and it has a sidewalk component. It can access homeowners' information.

27. What major challenges did you encounter in the design and implementation of your program? How were these issues addressed?

Sweetgum trees are destroying sidewalks at a rapid pace. Sometimes even as quick as 5 months after a repair! About 70% of the sidewalk repairs are due to street tree damage that the property owners have to pay for even though the trees were put in as part of a street tree program many years ago. There is a street tree ordinance which makes it challenging for property owners to take out their street trees. He has looked into all sorts of different ideas to deal with the problem such as rubber sidewalks, alternate types of concrete installation such as interlock and wiring that will lift 2 or more panels together. There is a list of street trees that are not a problem on their website.

28. Do you have other comments or suggestions?

The inspectors and contractors making the repairs are the city's representatives out in the community. They are taking a hard message out to the community. It is important that they have the skill to interface with the public in a positive, informed manner.

The street tree program should be communicating with the sidewalk program.

The November city council meeting will have an item to propose that the city charge additional property tax fees so that the city will have funds to repair the sidewalks instead of the property owners.

Sidewalk Safety Program (Website)

(Last Updated, Wednesday, March 04 2009)

The goal of the Sidewalk Safety Program is to repair and replace hazardous sidewalks and to construct incomplete sections of the sidewalk system over time. The City has a responsibility to ensure that sidewalks are maintained for the community as a whole, including upgrading corners to provide wheelchair ramps, maintaining new public alley approaches, and repairing sidewalks adjacent to City-owned property.

The effort to ensure sidewalks are maintained in safe condition is shared by property owners. Property owners are responsible for the construction and maintenance of sidewalks and driveway approaches next to their property's frontage. Chapter 2.15 of the City's Municipal Code establishes the property owners' responsibility for repair and their liability in case of an accident. Any time a sidewalk's condition is noted as presenting a safety hazard to pedestrians, the City notifies the property owner that repairs are required and then follows up to ensure the repairs are completed.

In addition to notifying property owners of unsafe sidewalks as they are noted by City staff or are reported by pedestrians, the City also conducts an annual Sidewalk Safety Program. Each year, one of eleven sidewalk districts is surveyed for sidewalks in need of repairs. The repair criteria are specific (see below). The property owners are notified of the need for repairs, and they are offered the opportunity to participate in the City's repair contract. The City puts the total work out to bid, with the bid going to the lowest responsive, responsible bidder, in accordance with State of Oregon purchasing and contracting guidelines. Property owners are then notified of the actual costs to perform their repairs based on the low bid, and they must make payment in full to the City before the contractor performs the work.

Frequently Asked Questions about the Sidewalk Safety Program

Why have I received notice from the City to repair my sidewalk?

The City has established safety criteria for our sidewalks that are being applied uniformly throughout the community. The criteria are specific in what constitutes a needed sidewalk repair.

1. All year-round, property owners are notified of unsafe sidewalks as they are noted by City staff or are reported by pedestrians.
2. Each year, one of eleven sidewalk districts is surveyed for sidewalks in need of repairs. Property owners are notified and given an opportunity to participate in a large, City-coordinated contract. Notices for the Annual Sidewalk Safety Program are usually mailed in November or December.

What options do I have to repair my sidewalk?

If the case number in the subject line of your letter starts with VIO, your notification was not part of the City's Annual Sidewalk Safety Program, and you will be responsible for coordinating the repairs yourself (see the next question, "How do I arrange for sidewalk repair?").

If the case number in the subject line of your letter starts with SWD, you have been notified during the City's Annual Sidewalk Safety Program which focused on your sidewalk district, and you will have two options each with different advantages. Choose the option that's best for you:

1. You can arrange for the work to be done yourself.

Work gets done faster.

You choose your own contractor.

You have direct control over the work.

You coordinate bids, permits and inspections.

2. You can have the City coordinate the repair work.

Bidding and contract award process may slow completion of the work.

Actual cost will not be known until the City's bid process is complete.

The City may be able to obtain a lower price due to quantity of work contracted.

The City will administer the repair contract, including coordinating bids, permits and inspections.

How do I arrange for sidewalk repair?

A permit must be obtained from the City's Development Services Division at 501 SW Madison Avenue for all sidewalk repairs except grinding.

The permit fee is \$10. The work needs to be done to City construction standards by a licensed concrete finisher. Property owners who apply for permits to do sidewalk repairs themselves (but do not plan to have the work done by a licensed concrete finisher) must sign a statement of understanding of current applicable City standards and submit proof of insurance (including a clause showing the City as an additional insured party) in the following amounts:

Each occurrence: \$1,000,000

Personal & Adv Injury: \$1,000,000

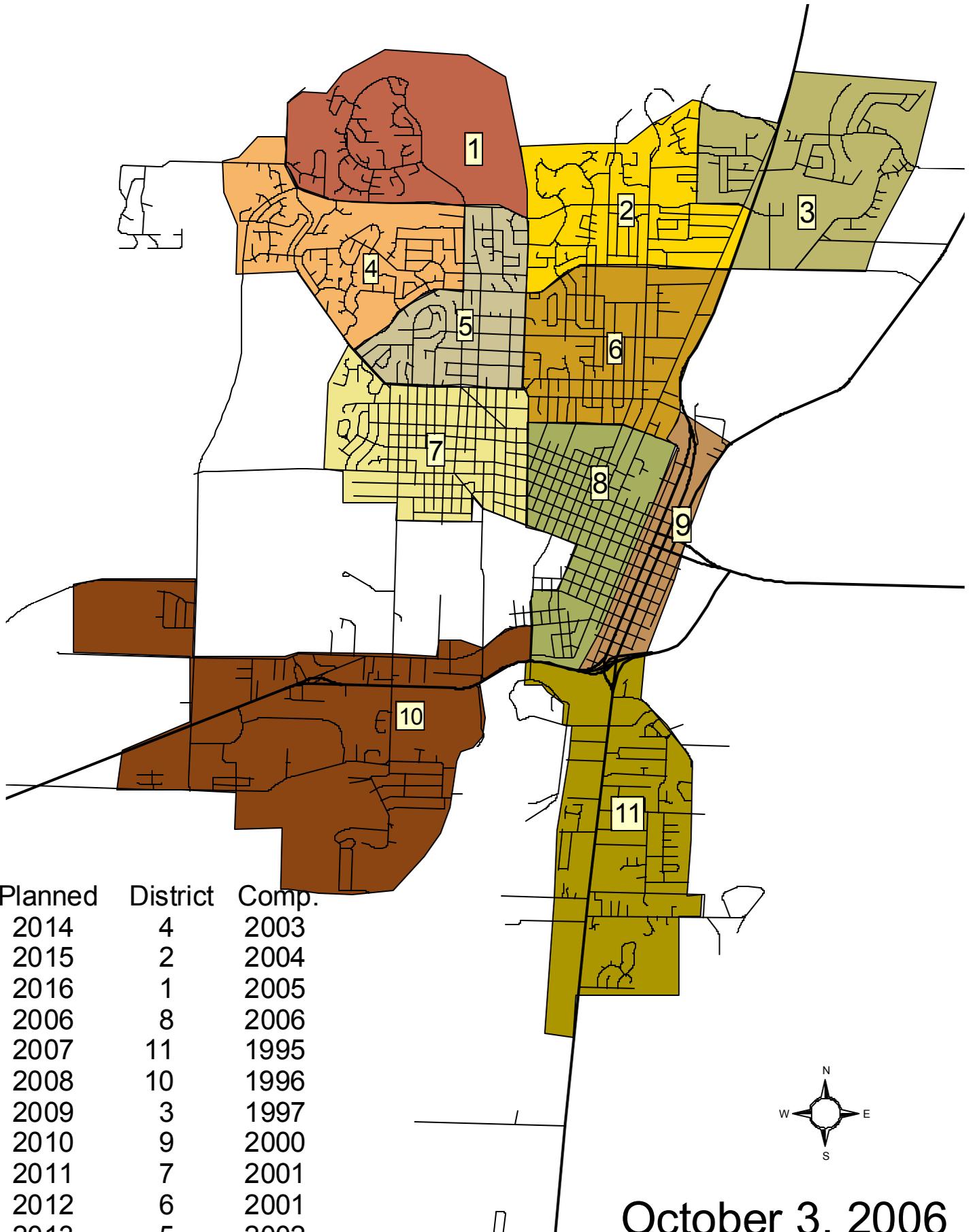
General Aggregate: \$1,000,000

Comp/Op Aggregate: \$1,000,000

For more information, contact the Development Services Division at 541-766-6929. After receiving notice about the specific repairs needed, you will have 60 days from the notice date to complete the work. If I decide to let the City do the work, what do I need to do? You will need to submit the request form included with the sidewalk repair notification letter sent by the City. The City will then bid your repairs as part of a larger sidewalk repair project and notify you of actual costs once bids are received. Actual costs will include an administrative fee equal to the current permit fee for such work. What are typical sidewalk repair costs for repairs coordinated by the City?

Sidewalk removal and replacement can range from \$8.00 and \$10.00 per square foot. Sidewalk grinding is estimated at \$10.00 to \$12.00 per lineal foot. For more information or to report a sidewalk hazard, call the Public Works Department at (541) 766-6916. For more information on obtaining a construction permit for a sidewalk repair, contact The City of Corvallis, Community Development Department, Development Services Division, (541) 766-6929.

Corvallis, Oregon Sidewalk Safety Districts



October 3, 2006

CITY OF CORVALLIS, OREGON

GUIDELINES FOR PUBLIC SIDEWALK AND DRIVEWAY REPAIRS

These guidelines shall be used to determine when and to what extent public sidewalk driveway approach and alley approach repairs shall be required.

Removal and replacement or repairs shall be required whenever a public sidewalk or driveway approach is in a hazardous or unsafe condition. A hazardous or unsafe condition shall be determined by the limits as set forth in these guidelines in conjunction with the judgement of the City Engineer or designated representative.

DEFINITIONS

- Panel: A panel is any section defined by joints, or score marks or an approximate square when joints do not exist.
- Driveway Approach: A driveway approach is that portion of the driveway between the curb and the property line.
- Alley Approach: An alley approach is that portion of an alley between the curb and property line side of the sidewalk or right-of-way.
- Public: Any facility within the public right-of-way between the property line and street curb or surfacing.

CONDITIONS REQUIRING REPAIR OR CONSTRUCTION

The following is a listing of the criteria by which a sidewalk is considered hazardous or unsafe and therefore may require removal and replacement or repairs. Removal and replacement or repairs may be required based on any one of the items individually or a combination of the items. These criteria should be used as guidelines with judgement and discretion used in their application.

Removal and Replacement

Removal and replacement of complete panels is required when any of the following conditions exist:

- A vertical separation of more than 1-inch at either a joint or crack.
- A horizontal separation of 1 inch or more at either a joint or crack.
- The cross slope of sidewalks is greater than 3/4" per foot (1:16).
- Water ponds due to insufficient cross slope or misalignment. Removal and replacement shall not be required if the problem is corrected by modifications to

adjacent landscaping or obstructions.

- Severely rough, uneven surface due to scaling or spalling that would cause a tripping hazard.
- Severe cracking resulting in multiple loose or unstable individual pieces within a panel.

Grinding

Grinding is required when any of the following conditions exist:

- A vertical separation between 1/2-inch and 1-inch at the joint. Ground surfaces shall have a maximum slope of 1.5 inches per foot (1:8). Ground surfaces 4 inches or more in width shall be roughened.

OTHER CONDITIONS

Tree Roots

The following alternatives may be used to repair sidewalks affected by adjacent tree roots. Please consult a licensed arborist regarding these options.

- The sidewalk may be rerouted around the offending roots. Rerouting of the sidewalk may require dedication of an easement to the City for the sidewalk.
- The sidewalk may be ramped over the tree roots, provided the longitudinal slope does not exceed 1 inch per foot (1:12).
- The sidewalk may be removed and replaced after the tree roots have been pruned by a licensed arborist.
- Remove tree (permit required from the Parks and Recreation Department) and replace sidewalk. This option should be considered only if other remedies are impractical.

General

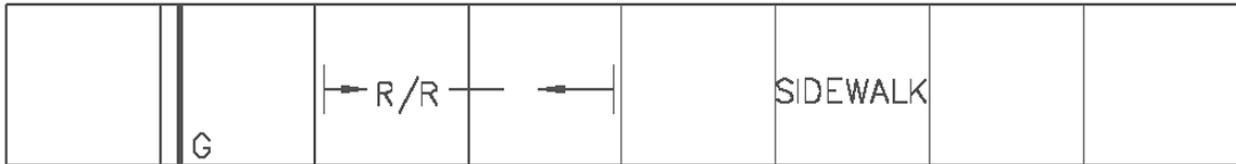
- Gravel or asphaltic concrete driveway and alley approaches shall be replaced with concrete where street curb and sidewalk exist.
- Abandoned or vacated driveway and alley approaches shall be removed and curb and sidewalk constructed across the abandoned section.
- Ambulatory ramps will be installed at all intersections in conjunction with the Safety Sidewalk Program annual repair districts as City funds allow.

- Sidewalks shall be installed to complete gaps and missing sections when other segments of adjacent sidewalks exist between intersections in accordance with Council Policy 7.08.022.

Standard Construction Specifications

- All public sidewalk, driveway approach, alley approach, and ambulatory ramps shall be constructed in accordance with the City’s Standard Construction Specifications, latest edition.

Sidewalk Marking Codes




 = Grind panel edge


 = Remove and replace sidewalk panels between “tee” marks

Updated 11/7/05



Community Development

Development Services Division

501 SW Madison Avenue

P.O. Box 1083

Corvallis, OR 97339-1083

(541) 766-6929

TTY (541) 766-6477

FAX (541) 766-6936

Policies / Interpretations / Procedures

POL 1022

Adopted: December 4, 1989

Last Reviewed: December, 2009

REQUIRED QUALIFICATIONS FOR THE INSTALLATION OR REPAIR OF SIDEWALKS, CURBS, OR DRIVEWAYS IN THE PUBLIC RIGHT-OF-WAY

Policy Summary:

Specifies the qualifications for individuals who apply for permits to install or repair any accessible concrete, including sidewalks, driveway/alley approaches, bike lanes, or curbs/gutters in the public right-of-way as outlined in Section 2.15.080 of the City Municipal Code.

Background:

Until January of 1995, the City Municipal Code had required City "cement finisher's licenses" for anyone engaged "in the business of constructing or repairing any sidewalk, curb, or driveway in the public right-of way..." Because of a conflict with ORS 701.055, the cement finisher's licensing requirement was deleted; however, the City continued its desire to ensure these individuals were aware of City standards, had appropriate experience, and maintained appropriate levels of insurance. This policy provides a summary of the required qualifications.

Discussion:

Section 2.15.080 of the Municipal Code states as follows:

No person shall accept remuneration for constructing or repairing any sidewalk, driveway approach, or curb in the public right-of-way unless the person is registered with the Construction Contractors Board, and has demonstrated to the satisfaction of the City Manager the ability to perform the work in a workmanlike fashion according to the City's specifications.

In order to demonstrate the ability to perform work as stated above, an individual must possess knowledge of the current applicable City standards. A person who accepts remuneration for this type of work must be registered with the CCB; consequently the City has some assurance the

individual is bonded and has some experience. Additionally, these individuals are required to sign a statement indicating that he/she understands the applicable City standards.

This policy also applies to those who are not accepting remuneration as described in Section 2.15.080 cited above. These individuals are not required to possess a CCB registration; however, he/she must also sign a statement indicating that he/she understands the applicable City standards and must submit proof of insurance.

Some sidewalk repairs are accomplished by grinding panels to alleviate trip hazards. A sidewalk repair permit is required for grinding but the individual making a repair by grinding does not need to meet these qualification requirements.

Policy:

Individuals who apply for permits to install or repair sidewalks, bike paths, driveway/alley approaches, or curbs in the public right-of-way as outlined in Section 2.15.080 of the City Municipal Code and who are accepting remuneration for these services must meet the following criteria:

- Pay the one-time \$25.00 registration fee, and,
- Sign a statement indicating that he/she has reviewed and understands the current applicable City of Corvallis standards, and
- Show a current registration with the CCB, maintain this registration and submit proof of and maintain insurance in the following amount (including a clause showing the City as an additional insured party-example: *The City of Corvallis, it's officers, agents, and employees shall be additionally insured with respect to operations performed within the City of Corvallis*):

General Liability:

Each Occurrence	\$1,000,000
Personal and Adv Injury	\$1,000,000
General Aggregate	\$1,000,000
Comp/Op Aggregate	\$1,000,000

If at any time the CCB registration or insurance lapses, the individual must reapply using the same steps outlined above.

Property owners who apply for permits to install or repair sidewalks, bike paths, driveway/alley approaches, or curbs/gutters in the public right-of-way adjacent to their property and who are not accepting remuneration for these services must meet the following criteria:

- Sign a statement indicating that he/she has reviewed and understands the current applicable City of Corvallis standards, and
- Submit proof of and maintain insurance for the duration of the project in the following amount (including a clause showing the City as an additional insured party - example: *The City of Corvallis, it's officers, agents, and employees shall be additionally insured with respect to operations performed within the City of Corvallis*):

Personal Liability:

Each Occurrence	\$1,000,000
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NEXT SCHEDULED REVIEW: December 2011

City of Fairfield, Ohio

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Sidewalk Apron Inspection Report	B-34
Address list of Sidewalks in Need of Repair Spreadsheet	B-35
Sidewalk Replacement Program Brochure	B-37
Fairfield Municipal Code	
http://www.fairfield-city.org/devservices/governingcodes.cfm	

Jurisdictional Programs to Facilitate Sidewalk Maintenance By Adjacent Property Owners

Survey Questions

Benchmark Jurisdiction: Fairfield, OH

Person Interviewed: Don Brill, Public Works Department, City of Fairfield

dbrill@fairfield-city.org

(513) 867-4218

Website: <http://www.fairfield-city.org/publicworks/sidewalks.cfm>

Brief Summary The city of Fairfield, OH started their program to ensure property owners maintained their sidewalks about 15 years ago due to a couple of lawsuits and the city's insurance rates going up. The city currently inspects ¼ of the jurisdiction every year (all of the jurisdiction every 4 years). Property owners of non-compliant sidewalks are notified that they are responsible to repair their sidewalks within 60 days of notification. The city offers to repair the sidewalks by the city contractor for typically a less expensive cost to the property owner than if they were to do it through their own contractor. Typically the city repairs 95% of the sidewalks and property owners repair 5% of the sidewalks through their own contractors. If the sidewalk is not repaired within 60 days of notification, the city will make the repair. The property owners are billed by the city for the repair. At the property owners request or if they do not pay the bill, the cost is added to the property tax to be paid over a 5 year period. The city has a commitment to 100% compliance of the areas inspected per year.

Demographics

29. What is your jurisdiction – a city, county? Incorporated city (no downtown) What is the population of your jurisdiction? 42,000

30. What percentage of the population lives in urban versus rural settings?

99% Urban

1% Rural

Standards

31. Does your jurisdiction have defined standards for sidewalk pavement condition and accessibility? If so, what are the sources of the standards?

yes Defined standards in which document: Brochure

___ Basis - Explain

Don said the standards were defined by their city or possibly other neighboring cities with similar programs. [No crack > 0.5", no lip > 0.5", no concrete spalling (surficial breakdown of concrete due to salting for snow and ice)]

Outreach

32. How are property owners informed of their responsibility to maintain their sidewalks in safe and accessible condition?

x Brochure

Public Works sends out brochure to property owners who need to make repairs after city-wide inspections determine what sidewalks need replacement.

___ Website

___ Newsletter

___ Real estate agent at time of house purchase

___ Other - Explain

City Council passes ordinance each year requiring property owners to maintain their sidewalks.

Objectives

33. Has your jurisdiction made a commitment to having a certain percentage of sidewalks comply with safety and access standards within a specified timeframe? If so, what are the commitments?

___ No

___ Yes _____% of sidewalks will conform to standards within _____ years

x Other – Explain

100% of sidewalks inspected every year will conform to standards by the end of the year (if not sooner!). The 12 square mile jurisdiction is broken into 4 areas and 1 area is inspected every year, all 4 areas are inspected every 4 years. Last year, the number of sidewalk repairs was 546.

34. Are the commitments for compliance different for sidewalks maintained by your jurisdiction and those for which property owners are responsible?

x No

___ Yes - Explain

35. Does the jurisdiction have a method for measuring and reporting year to year improvement in the percentage of sidewalks that are in compliance?

___ No

___ Yes - Explain

They have 100% compliance from year to year for the area inspected.

Identification of Sidewalks in Need of Repair

36. Does the jurisdiction regularly perform jurisdiction-wide audits of sidewalk safety and accessibility? If so, how often are these audits conducted?

Yes, every 4 years the sidewalks throughout the jurisdiction are inspected.

No

37. Can you provide an estimate of staff time and resources required to perform these audits? He did not give this estimate separate from the total estimate of time for whole program.

Staff hours per year

Other resources

38. What methods are available for citizens to report hazards or barriers to accessibility?

Jurisdiction website online/downloadable form

Phone calls taken to report hazard/barrier Most common method

Emails taken to report hazard/barrier

Paper form provided at jurisdiction

Other - Explain

Call city councilman

39. Does your jurisdiction coordinate with neighboring jurisdictions to ensure consistency of programs? If yes, please explain. Not really, they all have their own programs with similar philosophy. Initially, they borrowed ideas from the neighboring jurisdictions of Hamilton and Middletown, OH.

40. On a yearly basis, approximately what ratio of non-conforming sidewalks is identified by jurisdiction inspections versus citizen complaints?

Jurisdiction Inspections

Citizen Complaints

Estimate of less than 25/year out of a total of 546 for last year (less than 5%) of the repairs due to citizen complaints versus city inspections.

Methods for Enforcement of Property Owner's Responsibility to Maintain Sidewalks to Standards

41. Are there ordinances or codes requiring property owners to maintain sidewalks to jurisdictional standards? Yes, he will send.
42. Does the ordinance or code require the property owners to bring sidewalks into compliance within a specified timeframe? If so, what is the timeframe? Yes, 60 days.
43. What is the process for notifying property owners of their responsibility to maintain their sidewalk to standards?
- Property inspected prior to notification to verify non-compliance
 - Notification by letter Certified
 - Notification by phone
 - Other - Explain
- If they do not get back the receipt of a certified letter, they will hand deliver the letter.
- Property owners are notified from their address on the tax form.
44. How and when do you follow up after notifying a property owner of a noncompliant sidewalk to assess whether a repair is being initiated?
City follows up by making repairs after 60 day period and billing the property owner. People are supposed to call if they initiate repair. If there is no response to the notification, city contractor goes there to repair and if repair is already complete they move onto the next repair.
45. Are licensed contractors, inspections and standards for concrete repair required?
Licensed contractors are not required but he wishes they were. Inspections (prior to pouring concrete) and standards for concrete are required. If city contractor is used, no inspections required. City contractor will guarantee their work for 1 year or will replace.
46. In practice, will the jurisdiction initiate repairs if property owner does not make repairs within specified timeframe? Yes – Don did not have an estimate of how many repairs were made by city due to property owner not responding to notification.

Financing

47. If your jurisdiction makes repairs, following property owner failure to make the repairs within the specified timeframe, do you bill the property owner? Yes

48. Will the cost of repair be added to the property tax, a lien put on house, or addressed by some other method? Please explain. The cost of repair will first be billed to the property owner and if they do not pay then the city will add cost to their property taxes to be paid over a 5 year period.

49. If a lien is used, where does the funding come from to cover the costs until the house is sold? The cost comes out of the General Fund to pay the contractor until the money is paid back by the property owner.

50. Does your jurisdiction pay for any sidewalk repair on property adjacent to private property such as vegetation removal, grinding of sidewalks, or repair due to street tree damage? No. City will not plant street trees unless property owner wants them.

- Vegetation removal
- Grinding of sidewalks < ___ inches
- Repair due to street tree damage

51. Does your jurisdiction offer any programs to assist property owners who cannot afford repairs?

- No
- Yes – Explain The property owner can pay off the repair through their property taxes over a 5 year period

Resources

52. Approximately, how much staff time in your agency is devoted to working on sidewalk programs/projects and in particular programs that facilitate private property owner maintenance of their sidewalks?

- FTE or Staff hours per week on sidewalk programs
- FTE or Staff hours per week on property owner sidewalk maintenance programs
They have 2 part-time inspectors each working 21 hours/week on property owner sidewalk maintenance programs for 10 months out of the year. 42 hours/week total for 10 months

53. Have you received grants to assist with any of the above sidewalk-related activities?

- No
- If yes, what activities are funded and what was the source of funds?

54. Can your agency share any forms, tools or efficiency tips? (public education, property owner notification, tracking of property owner repairs, notices of non-compliance, documents relating to jurisdiction initiated repairs) Don will send a package of information about their program, forms they use, and computer programs and spreadsheets. They use a computer program generated in their office (database?) for office information and excel spreadsheet for information to bring in the field.
55. What major challenges did you encounter in the design and implementation of your program? How were these issues addressed? Initially it was challenging to get the citizens to understand the importance of the program and why it was so important but now everyone understands the expectations.
56. Do you have other comments or suggestions? Important to have trained inspectors in the field that have some PR skills in order to help property owners buy in to the importance of the program.

Other information:

The costs of sidewalk repair by the city contractor for one block 4' x 4' is \$112 and for 5' x 4' is \$140.

City pays for wheel chair ramps.

Sidewalks (Website)

Homeowner Responsibilities

Property owners are responsible for maintaining sidewalks adjacent to their homes and businesses.

If you have noticed broken, settled or missing sidewalks around the City which present a tripping hazard to pedestrians, please make note of the location and contact the Construction Services Division at 513-867-4218 or through the online form.

The City will then contact the property owner about making needed repairs.

If you have broken, settled or missing sections of sidewalk or driveway aprons on your property, you may be required to participate in Fairfield's annual sidewalk replacement program.

The Public Works Department works closely with the property owner to identify potential hazards and schedule the replacement work with a qualified contractor, selected through the city's bidding process.

The sidewalk inspectors inspect the construction work to ensure a quality finished product. Schedule an inspection online.

For more information about the concrete improvement program, please call the Construction Services Division of the Public Works Department at 513-867-4218.

How the Program Works

Annually, certain areas are scheduled for inspection based upon a rotation such that all areas of the city are inspected once every four years. Inspections are performed by Public Works Department employees, and sidewalk sections in need of replacement are marked with paint and recorded.

Once marked, a notice is sent to the property owner by certified mail advising that replacement is necessary. If replacement has not been made by the deadline date stated in the letter, the City will cause the replacement to be made by its contractor.

Following completion of the work, the owner will be billed by the City's Finance Department. Property owners have 30 days in which to pay the bill for replacement. If you choose not to pay, an assessment will be applied against your tax duplicate and collected as an addition to your property taxes over a five-year period.

A nominal interest charge on any unpaid balance will be added to the amount of assessment when certified to the county auditor for collection with property taxes.

Take Your Pick — the City's Contractor or Yours

Property owners may choose to use the city's contractor; make the necessary replacement themselves; or hire a contractor of their choice.

Despite who performs the replacement, all work must be completed according to the City of Fairfield's standards and requires inspection by the city.

The successful bidder for the city's concrete contract is insured and bonded, and city inspectors will check all work performed by the contractor prior to payment.

For those persons performing or contracting their own work, inspection should be arranged by calling the Construction Service Division at 513-867-4218 at least 24 hours before placement of concrete.

Guidelines for Proper Sidewalk Replacement

1. Use Class C concrete with air entrainment.
2. Broom or swirl finish must be used.
3. Landscape must be replaced if disturbed during installation.
4. Curing compound must be applied the same day the concrete is placed.
5. Expansion joints must be placed every 40 feet of newly placed, continuous concrete sidewalk.
6. Work must be performed according to City of Fairfield standards:
 - o Sidewalks are to be 4 inches thick.
 - o Sidewalks between driveways and aprons are to be 7 inches thick.
 - o Aprons also are to be 7 inches thick.
7. The Construction Service Division must be notified to perform the necessary inspections prior to placing new concrete.

A Note of Caution:

One of the problems with sidewalk replacement is spalling. This damage can occur on newly poured sidewalks due to the use of salt.

The City's contractor will spray a curing compound on the walk to help prevent spalling from occurring; however, it is a good idea not to use salt on your new walk for the first year. Sand or cinders can be used, as well as a number of non-salt de-icing products.

Guidelines for Deeming Sidewalks "Unsafe"

The items outlined below are those that help determine whether or not a sidewalk needs replacement:

- Any block having a crack more than 1/2-inch wide.
- Adjoining blocks or portions thereof whose edges differ vertically by more than 1/2-inch.
- Blocks that have holes in them 1/2-inch or larger in diameter or are cracked and broken so that pieces are missing or loose.
- Block having depressions, reverse cross-slope (sloping away from the street).
- Blocks having a cross-slope in excess of 3/4-inch vertical per one foot horizontal.
- Blocks that cause a change in longitudinal grade of the sidewalk of more than 3-inches in five feet.
- Blocks where the surface has broken away exposing a very rough surface of coarse stone (this condition is know as "spalling").
- Brick, stone or sandstone sidewalks are prohibited.
- Water stop boxes, gas stop boxes, etc., that are not to proper grade will be replaced.

Benefits of the Program

Fairfield requires developers to provide sidewalks, curbs, paved streets and driveway aprons for the use of pedestrians, as well as the motoring public.

These improvements were constructed to rigid specifications in order to assure a long, useful life. However, the strongest pavement materials wear out in time and need to be replaced. There are three major concerns that necessitate a replacement program.

First, the potential of injury due to falling on uneven or broken sidewalks. Our first concern should be the safety of residents and a sidewalk replacement program addresses this issue.

Second, the national rise in liability lawsuits against property owners. A sidewalk replacement program will significantly reduce the possibility of legal action being taken against residents.

Third, by assuring that sidewalks are replaced when necessary, the City keeps its insurance rates down, resulting in a savings of tax dollars for all citizens.

Sidewalks Ramps ... Who's Responsible?

The City assumes the cost for replacement of areas of sidewalk intersections where the sidewalk extends toward the roadway. These walks are called sidewalk ramps.

Private walks that extend out from the sidewalk (not at corner crossings) are the responsibility of the property owner.

March 2009

Dear Resident:

The sidewalk areas in front of your property were recently inspected by the City of Fairfield as part of its sidewalk replacement program. This program is designed to identify cracks and structural deficiencies on sidewalks, driveway aprons, and other such structures along the street in front of your property and to provide an efficient mechanism for the replacement of such problems.

The City of Fairfield apologizes for any inconvenience resulting from this notice. However, sidewalk replacement is an important method of reducing the potential for injury to citizens as well as the liability to you as a property owner and to the City.

As a result of the inspection on your property, the enclosed Exhibit "A" identifies the items in need of replacement which have been marked with paint.

You may arrange to complete this replacement yourself or hire a contractor of your choice. If you choose one of these options, we ask that the replacement be completed no later than sixty (60) days from the date you received this letter, and that you notify the City of your intentions to have the work performed by you or your own contractor. Please remember that replacement must be made in accordance with construction standards of the City of Fairfield. **In order to ensure that these standards are met, please contact the City's Construction Services Sidewalk Inspector at 867-4218 for an inspection when the forms are in place and twenty-four (24) hours in advance of the new concrete being poured.** By not notifying this office prior to the work being completed, there is no way of knowing if the work meets City standards. If the City is not properly notified, you may be required to remove the work and have it replaced again in order for the proper inspection procedures to occur.

As stated above, you have sixty (60) days to complete the work. After sixty (60) days, the City will contract for any replacement that has not been completed. The City's contractor will perform the work and you will receive a bill. The cost for the City's contractor to replace your sidewalk is \$6.40 per square foot of sidewalk and \$6.90 per square foot for the apron and the sidewalk area between the apron and your driveway. **The City requests you not send payment until you receive an invoice from the City.**

Should you choose to defer payment, the City will arrange for the cost of the replacement to be added to your property tax bill as an assessment. Such assessments are collected over a period of five (5) years and include an interest charge and a service charge of 7% on the unpaid balance.

If the City's contractor performs the work, please notify the City of any privately installed underground lines located near the marked sidewalk replacement area. Such lines might include invisible fences, sprinkler systems, cable television, and sump pump drain pipes. Every effort will be made by the City's contractor to avoid damaging these lines. **However, the City will not be responsible for damage to any privately installed underground services located within the public right-of-way.**

If there are any questions, or if you need additional information, please do not hesitate to contact the Construction Services Sidewalk Inspector at 867-4218.

Sincerely,



David Butsch
Public Works Director

DB:baw

LEGAL NOTICE

To: CITY OF FAIRFIELD PROPERTY OWNERS
IDENTIFIED IN THE ATTACHED EXHIBIT "A"

Please Take Notice That:

(1) On the 12th day of January, 2009, the Council of the City of Fairfield, Ohio, duly passed Resolution No. 1-09.

(2) Said Resolution No. 1-09 declared the necessity of replacing certain sidewalks (including aprons, if applicable).

(3) Under the provision of said Resolution you are required to replace the sidewalks (including aprons, if applicable) abutting your property as described in the attached Exhibit "A", in accordance with the plans and specifications heretofore prepared and now on file in the office of the Clerk of Council of said City of Fairfield.

(4) In the event said sidewalks (including aprons, if applicable) are not replaced within sixty (60) days from the date of service of this notice, the Council of said City will cause the replacement to be done and the cost of such replacement will be assessed against your property in the manner provided by law. You may pay the cost of the replacement directly to the City of Fairfield and not be assessed. **Do not remit payment until you receive a bill from the City of Fairfield.**

(5) If you have any questions, please contact the **Construction Services Division** at **867-4218**.

By order of the Council of the City of Fairfield, Ohio.

Dena C. Morsch

Dena C. Morsch
Clerk of Council
City of Fairfield, Ohio

Exhibit "A"

City of Fairfield, Ohio Sidewalk Apron Inspection Report



Reference Number:

510

Inspection Year

2010

Name:

FALCOM PROPERTIES

Street Address

5380 CAMELOT DR

FAIRFIELD OH 45014

Inspected By

Don Brill

Inspection Date:

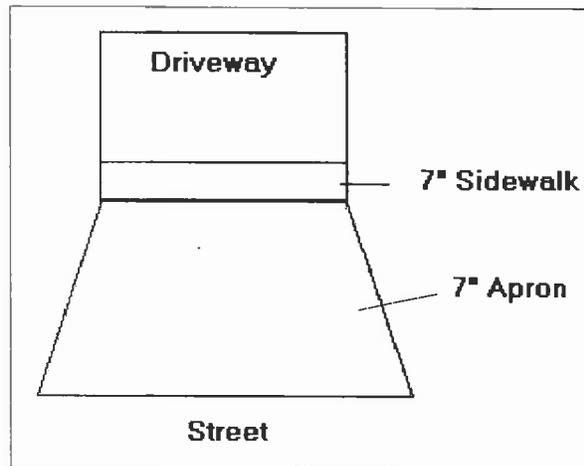
9/22/2009

Lot #

9496

Auditor #

A0700-174-000-163



Estimated Cost of Repairs

Number of 4" Blocks	Square Feet (4" concrete)	Cost per Ft:	Amounts
0.00	0.00	\$7.00	\$0.00
Number of 7" Blocks	Square Feet (7" concrete)	Cost per Ft:	Amounts
2.00	230.00	\$7.50	\$1,725.00
Curbs	Linear Feet (Curbs)	Cost per Ft:	Amounts
0.00	0.00	\$39.00	\$0.00
Total Estimated Cost:			\$1,725.00

Comments:

2-7" BLOCKS 4X5=40
APRON 10X19=190

Tuesday, September 29, 2009

I GENERATE THIS FROM USING EXCEL

2010 WARD 1										
WARD 1										
AS OF SEPTEMBER 30, 2009										
REF	ADDRESS		4"			7"		PRUSE	FF	REMARKS
#	NO.	STREET	BLOCKS	SQ FT	\$	SQ FT	\$			
101	5765	CRESTVIEW DR.	1	20	\$ 140.00	0	\$ -		\$ 140.00	
102	1	GILMORE CT.	1	16	\$ 112.00	0	\$ -		\$ 112.00	
103	3	GILMORE CT.	2	32	\$ 224.00	0	\$ -		\$ 224.00	
104	4	GILMORE CT.	1	16	\$ 112.00	0	\$ -		\$ 112.00	
105	5	GILMORE CT.	1	20	\$ 140.00	0	\$ -		\$ 140.00	
106	6	GILMORE CT.	0	0	\$ -	16	\$ 120.00		\$ 120.00	
107	7	GILMORE CT.	1	20	\$ 140.00	70	\$ 525.00		\$ 665.00	
108	5655	GILMORE DR.	1	16	\$ 112.00	0	\$ -		\$ 112.00	
109	5656	GILMORE DR.	1	16	\$ 112.00	0	\$ -		\$ 112.00	
110	5663	GILMORE DR.	1	20	\$ 140.00	16	\$ 120.00		\$ 260.00	
111	5672	GILMORE DR.	1	16	\$ 112.00	0	\$ -		\$ 112.00	
112	5679	GILMORE DR.	1	20	\$ 140.00	0	\$ -		\$ 140.00	
113	5680	GILMORE DR.	1	20	\$ 140.00	0	\$ -		\$ 140.00	
114	5690	GILMORE DR.	0	0	\$ -	66	\$ 495.00		\$ 495.00	
115	5720	GILMORE DR.	0	0	\$ -	0	\$ -		\$ -	WATER CAP MISNG
116	5728	GLMORE DR.	0	0	\$ -	54	\$ 405.00		\$ 405.00	
117	5765	GILMORE DR.	3	56	\$ 392.00	0	\$ -		\$ 392.00	
118	5774	GILMORE DR.	0	0	\$ -	60	\$ 450.00		\$ 450.00	
119	5558	PLANET DR.	0	0	\$ -	16	\$ 120.00		\$ 120.00	
120	5726	PLANET DR.	0	0	\$ -	144	\$ 1,080.00		\$ 1,080.00	
121	5774	PLANET DR.	1	16	\$ 112.00	0	\$ -		\$ 112.00	
122	2752	RESOR RD.	0	0	\$ -	146	\$ 1,095.00		\$ 1,095.00	
123	2760	RESOR RD.	1	24	\$ 168.00	0	\$ -		\$ 168.00	
124	2810	RESOR RD.	0	0	\$ -	100	\$ 750.00		\$ 750.00	
125	2818	RESOR RD.	0	0	\$ -	40	\$ 300.00		\$ 300.00	
126	2826	RESOR RD.	0	0	\$ -	130	\$ 975.00		\$ 975.00	
127	2858	RESOR RD	0	0	\$ -	286	\$ 2,145.00		\$ 2,145.00	
					\$ -		\$ -		\$ -	
ORIGNAL TOTAL				328	\$ 2,296.00	1144	\$ 8,580.00	\$ -	\$ 10,876.00	
LESS CBO				0	\$ -	0	\$ -	\$ -	\$ -	
CURRENT TOTAL				328	\$ 2,296.00	1144	\$ 8,580.00	\$ -	\$ 10,876.00	

2010 WARD 1

WARD 1

AS OF SEPTEMBER 30, 2009

REF #	ADDRESS		4"			7"		PRUSE	FF	REMARKS	
	NO.	STREET	BLOCKS	SQ FT	\$	SQ FT	\$				
			BASED UPON PRUS 2010 BID PRICES								
			4"	\$/SQ. FT	\$7.00						
			7"	\$/SQ.FT.	\$7.50						
			CURB	\$/LN FT.	\$39.00						
			# CBO'S								
	4"	7"	1ST WARD			4F	4H				
	0	0	REF 6-15			0	0				
	0	0	REF 16-25			0	0				
	0	0	REF 26-35			0	4				
	0	0	REF 36-49			0	0				
	0	0	REF 50-59			0	0				
	0	0	TOTAL			0	0				

Will the City's contractor restore my lawn area?

The sidewalk replacement contract includes the provision that the contractor repair or replace any landscaping that may be disturbed by removal and replacement of the sidewalk.

Is the City's contractor insured?

Yes, the successful bidder for the concrete contract is insured and bonded.

What are the guidelines for replacement?

- 1 Any block having a crack more than 1/2" wide. Cracked surfaces that are level and solid can be patched. However, if there is a differential, heaved or uneven settlement, then the sidewalk block cannot be patched, but must be replaced as marked.
- 2 Adjoining blocks or portions thereof whose edges differ vertically by more than 1/2".
- 3 Blocks that have holes in them 1/2" or larger in diameter or are cracked and broken so that pieces are missing or loose.
- 4 Blocks having depressions, reverse cross-slope (sloping away from the street).
- 5 Blocks having a cross-slope in excess of 3/4" vertical per one foot horizontal.
- 6 Blocks that cause a change in longitudinal grade of the sidewalk of more than 3" in five feet.
- 7 Blocks where the surface has broken away exposing a very rough surface of coarse stone. (This condition is known as "spalling.")
- 8 Brick, stone or sandstone sidewalks are prohibited.
- 9 Water stop boxes, gas stop boxes, etc., that are not to remain and will be removed.

A note of caution:

One of the problems with sidewalk replacement is spalling. This damage can occur on newly poured sidewalks due to the use of salt. The City's contractor utilizes air entrained concrete and sprays a curing compound on the walk to help prevent spalling from occurring; however, it is a good idea not to use salt on your new walk for the first year. Sand or cinders can be used, as well as a number of non-salt de-icing products.

If someone other than the City's contractor does the work:

- Use Class C concrete with air entrainment.
- Broom or swirl finish must be used.
- Landscape must be replaced if disturbed during installation.
- Curing compound must be applied the same day the concrete is placed.
- Expansion joints must be placed every 40 feet of newly placed, continuous concrete sidewalk.
- Work must be performed according to City of Fairfield standards: Sidewalks are to be 4 inches thick. Sidewalks between driveways and aprons are to be 7 inches thick. Aprons also are to be 7 inches thick.
- The Construction Services Division must be notified to perform the necessary inspections twenty-four hours prior to placing new concrete by calling 867-4218.

For additional information,

please visit the City's website at

<http://www.fairfield-city.org/pubworks/pwsidewalk.cfm>

SIDEWALK REPLACEMENT PROGRAM



FAIRFIELD

Since you have received this brochure, areas of sidewalk on your property have been identified as in need of replacement. Information in this brochure will help explain the program to you.

Should you have questions not answered by the enclosed information, please feel free to call the Fairfield Public Works Department at 867-4218. The office is open Monday - Friday from 8 a.m. to 4:30 p.m.

From the Department of Public Works

A vital service and responsibility of the City of Fairfield is to address the needs and safety of our neighborhoods.

To ensure this safety, Laws and Ordinances are necessary to guarantee and help limit liabilities of not only the City but property owners as well. One such law is Chapter 909 of the City of Fairfield Codified Ordinances which states that it is the property owner's responsibility to maintain and keep in good repair, sidewalks, driveway aprons and the curb lawn area between sidewalks and curb on the edge of the roadway.

The Public Works Department presents the information here to summarize the procedures of the City's Sidewalk Replacement Program. We hope that you find the information useful and understandable.

Why is a sidewalk replacement program necessary?

Fairfield requires developers to provide sidewalks, curbs, paved streets and driveway aprons for the use by pedestrians as well as the motoring public.

These improvements were constructed in accordance with specifications in order to assure a long, useful life. However, the strongest pavement materials wear out in time and need to be replaced. There are three major concerns which necessitate a replacement program.

First, the potential of injury due to falling on uneven or broken sidewalks. Our first concern should be the safety of residents and a Sidewalk Replacement Program addresses this issue.

Second, the national rise in liability lawsuits against

property owners. A Sidewalk Replacement Program will significantly reduce the possibility of legal action being taken against residents.

Third, by assuring that sidewalks are replaced when necessary, the City keeps its insurance rates down, resulting in a savings of tax dollars for all citizens.

How does the sidewalk replacement program work?

Annually, certain areas of the City are scheduled for inspection based upon a rotation so that every area of the City is inspected once every four years. Inspections are performed by Public Works Department employees. Sidewalk sections in need of replacement are marked with white paint and recorded.

Once marked, a notice is sent to the property owner in the spring of the following year by certified mail advising that replacement is necessary. If replacement has not been made by the deadline date stated in the letter, the City will have the replacement made by its contractor. Following completion of the work, the owner will be billed by the City's Finance Department. Property owners have thirty days in which to pay the bill for replacement. If you choose not to pay, an assessment will be applied against your tax duplicate and collected as an addition to your property taxes over a five year period.

A nominal interest charge on any unpaid balance will be added to the amount of assessment when certified to the County Auditor for collection with property taxes.

My sidewalk was marked in the fall for replacement. What do I need to do?

Nothing at this time. You will be receiving a letter from the City in the spring, which will explain the program and provide adequate time for you to obtain

bids should you wish to have a contractor of your choice perform the work. We mark the sidewalks in the fall in order to collect data for quantities to seek bids from contractors in preparation of the springtime replacement.

How can I have my sidewalk replaced by the City's contractor?

If you wish to have the City's contractor replace your sidewalk, simply call the Construction Services Division at 867-4218 or allow the deadline date for replacement as stated in your certified letter to expire when it is sent to you in the spring. This will automatically place your marked sidewalk on the City's replacement list. The sidewalk replaced by the City's contractor has a one-year warranty from the date of installation.

Who pays for sidewalk ramps and curbs?

The City assumes the cost for replacement of areas of sidewalk intersections where the sidewalk extends toward the roadway (sometimes called sidewalk ramps). Private walks that extend out from the sidewalk (not at corner crossings) are the responsibility of the property owner.

Curb replacement is scheduled and paid for by the City when the road is resurfaced. To find out when your road is scheduled for resurfacing, contact the Street Division at 867-4212.

Can I do the work myself?

Yes, you may make the necessary replacement yourself or hire a contractor of your choice. All work must be completed according to City of Fairfield standards and requires inspection by the City. Prior to having the concrete poured you will need to contact the Construction Services Division at 867-4218 twenty-four hours in advance for inspection of the forms.

City of San Jose, California

Survey Results	B-41
Services Sidewalks & ParkStrips (Website)	B-46
Repair Notice	B-48
2 nd Repair Notice	B-50
Final Repair Notice	B-51
Sidewalk Repair Permit	B-52
Financial Hardship Information	B-53
Request for Financial Hardship Form	B-54
Tracking Form	B-55
Sidewalk Repair Brochure	B-57

Jurisdictional Programs to Facilitate Sidewalk Maintenance By Adjacent Property Owners

Survey Questions

Benchmark Jurisdiction: San Jose, CA

Person Interviewed: Eric Newton, Sr. Construction Inspector, Dept of Transportation, City of San Jose

Eric.newton@sanjoseca.gov

(408) 277-8148

Website: http://www.sanjoseca.gov/transportation/s_sidewalks.htm

Brief Summary. The City of San Jose, CA's program is complaint driven. They received approximately 5300 complaints last year for both sidewalk pavement condition and vegetation barriers. After receiving a complaint and inspecting the sidewalk to verify noncompliance, the city notifies the property owner of their responsibility to repair their sidewalks. If they do not respond, the city notifies the property owner again at 46 days, and 56 days. After 60 days, the city will make the repair. The City of San Jose is committed to 100% compliance of all the sidewalks that are reported by complaints and found to be out of compliance.

Demographics

57. What is the population of your jurisdiction?
Over 1 million (Wikipedia says in 7/2008 the population was 950,000)
58. What percentage of the population lives in urban versus rural settings?
- Urban
 Rural
 Some rural, mostly urban

Standards

59. Does your jurisdiction have defined standards for sidewalk pavement condition and accessibility? If so, what are the sources of the standards?

- Defined standards in which document: brochure
 Basis - Explain
Standards developed within the department. Cracks no greater than 1/2" in depth and 1" in width, lips no greater than 1/2", slope no greater than 1:8.

Outreach

60. How are property owners informed of their responsibility to maintain their sidewalks in safe and accessible condition?

- Brochure – Sent to property owners at time of notification that sidewalk is out of compliance.
- Website
- Newsletter
- Real estate agent at time of house purchase
- Other - Explain

Objectives

61. Has your jurisdiction made a commitment to having a certain percentage of sidewalks comply with safety and access standards within a specified timeframe? If so, what are the commitments?

- No
- Yes _____% of sidewalks will conform to standards within _____years
- Other – Explain City has commitment of 100% compliance of sidewalks that have been reported by complaints, inspected and determined to be a hazard.

62. Are the commitments for compliance different for sidewalks maintained by your jurisdiction and those for which property owners are responsible?

- No
- Yes - Explain

63. Does the jurisdiction have a method for measuring and reporting year to year improvement in the percentage of sidewalks that are in compliance?

- No
- Yes - Explain
There is 100% improvement in the sidewalks that were reported to be out of compliance.

Identification of Sidewalks in Need of Repair

64. Does the jurisdiction regularly perform jurisdiction-wide audits of sidewalk safety and accessibility? If so, how often are these audits conducted?

- Yes, every _____ years the sidewalks throughout the jurisdiction are inspected.

No

65. Can you provide an estimate of staff time and resources required to perform these audits?

Staff hours per year

Other resources

No inspections except for when there is a complaint.

66. What methods are available for citizens to report hazards or barriers to accessibility?

Jurisdiction website online/downloadable form

Phone calls taken to report hazard/barrier

Emails taken to report hazard/barrier

Paper form provided at jurisdiction

Other - Explain

67. Does your jurisdiction coordinate with neighboring jurisdictions to ensure consistency of programs? If yes, please explain.

68. On a yearly basis, approximately what ratio of non-conforming sidewalks is identified by jurisdiction inspections versus citizen complaints?

Jurisdiction Inspections

100% Citizen Complaints 5300 complaints last year of which approximately 3000 were sidewalk repairs that were needed versus 2300 due to vegetation removal.

Methods for Enforcement of Property Owner's Responsibility to Maintain Sidewalks to Standards

69. Are there ordinances or codes requiring property owners to maintain sidewalks to jurisdictional standards?

Yes – municipal code

70. Does the ordinance or code require the property owners to bring sidewalks into compliance within a specified timeframe? If so, what is the timeframe? Yes, 60 days

71. What is the process for notifying property owners of their responsibility to maintain their sidewalk to standards?

- Property inspected prior to notification to verify non-compliance
- Notification by letter
- Notification by phone
- Other - Explain

72. How and when do you follow up after notifying a property owner of a noncompliant sidewalk to assess whether a repair is being initiated? Initial letter is followed up by another letter after 46 days, and then again after 56 days. After 60 days, city will repair.

73. Are licensed contractors, inspections and standards for concrete repair required? There is an initial and final inspection. It is less expensive for the property owner to hire their own contractor rather than have the city contractor make the repair. City has to pay prevailing wage about \$13/ft² and property owners only have to pay about \$9/ft².

74. In practice, will the jurisdiction initiate repairs if property owner does not make repairs within specified timeframe? Yes, 100% of time.

Financing

75. If your jurisdiction makes repairs, following property owner failure to make the repairs within the specified timeframe, do you bill the property owner? Yes

76. Will the cost of repair be added to the property tax, a lien put on house, or addressed by some other method? Please explain. He believes the cost is added to the property tax.

77. If a lien is used, where does the funding come from to cover the costs until the house is sold?

78. Does your jurisdiction pay for any sidewalk repair on property adjacent to private property such as vegetation removal, grinding of sidewalks, or repair due to street tree damage? City used to grind sidewalks starting in 1999 as a courtesy due to having more money from grants but since 7/1/09 property owners are responsible for all repairs.

- Vegetation removal
- Grinding of sidewalks < ___ inches
- Repair due to street tree damage

79. Does your jurisdiction offer any programs to assist property owners who cannot afford repairs?

No

Yes – Explain

City has a hardship program where if property owner income is less than 2 times the national Poverty level, then they will provide a loan to the property owner.

Resources

80. Approximately, how much staff time in your agency is devoted to working on sidewalk programs/projects and in particular programs that facilitate private property owner maintenance of their sidewalks?

FTE or Staff hours per week on sidewalk programs

3.5 FTE FTE or Staff hours per week on property owner sidewalk maintenance programs

81. Have you received grants to assist with any of the above sidewalk-related activities?

No

If yes, what activities are funded and what was the source of funds?

In the past, City had grants to grind sidewalks with a lip that was less than a certain height. This was as a courtesy to the property owners.

82. Can your agency share any forms, tools or efficiency tips? (public education, property owner notification, tracking of property owner repairs, notices of non-compliance, documents relating to jurisdiction initiated repairs)

GPS units helpful for inspectors to track hazards. Use student interns for office work.

83. What major challenges did you encounter in the design and implementation of your program? How were these issues addressed?

84. Do you have other comments or suggestions?

Eric noted that the City of Cupertino and City of Campbell have put a charge on their property tax in order for city to use for repairing sidewalk. This type of program eliminates all the expense of notifying and enforcing the sidewalk standards but may increase the liability for the city.

It is important that the inspectors in the field have skills to talk to property owners about their responsibility to maintain the sidewalks. Inspectors with public relation skills are an important part of maintaining goodwill with the community!

Rubber sidewalks are too soft.

SERVICES | SIDEWALKS & PARKSTRIPS (Website)

The sidewalk, park strip, and curb and gutter are located next to the street on the front and/or side portion of your property. The curb and gutter are located at the edge of the street pavement. The sidewalk is either separated from the curb by a park strip area, or is located adjacent to the curb.

Who is responsible for maintaining the sidewalk, park strip area and curb gutters?

The property owner is responsible for assuring that this area is properly maintained. By local ordinance and state law (Sections 14.16.2200 14.16.227) of the San Jose Municipal code, and Chapter 22 of Division 7, Part 3 of the California Streets and Highways Code), the owner of the fronting property is responsible for maintaining the sidewalk and park strip area, including the curb and gutter. Maintenance responsibility includes, but is not limited to, repair or replacement of damaged or displaced concrete, abatement of weeds or debris, and the trimming of trees and shrubs.

How does the City decide where sidewalk inspections will occur?

Inspections occur in response to citizen requests or when City employees observe damaged sidewalk.

How is the necessity and extent of concrete repair determined?

Repair of the sidewalk concrete is required if an inspection reveals:

- A sidewalk or concrete park strip where there is a vertical separation of more than one-half inch.
- Ramping, where there is a rise or depression of more than one inch within eight inches in conjunction with a vertical separation.
- A hole or opening in a break or construction joint of one inch or more.
- The breaking away or spalling of concrete with a minimum depth of more than one-half inch.

Curb and gutter repair is required if an inspection reveals:

- Problem in the area where pedestrians normally travel, such as a vertical separation of more than one-half inch or broken away section adjacent to a marginal walk or driveway approach.
- It is part of a driveway approach replacement.
- It represents a problem for vehicles.

How is the need for correction of landscape related problems determined?

- Visibility When park strip shrubbery interferes with vehicle operator visibility, trimming to a maximum height of thirty inches is required.
- Thorny Plants Varieties of cactus and century plants have thorns that could cause serious injury; thus, removal of thorny plants is required.
- Walkway and Gutter Clearance Trimming of ground cover or shrubs is required when there is encroachment onto the sidewalk or gutter.
- Obstacles in the Park Strip Elimination of tree stumps, large rocks, trash, holes, and some built-up planters are required. When the park strip is unimproved or landscaped and there is a drop that exceeds two inches below the concrete walk, the park strip must be filled with dirt or other material (no asphalt).

How are property owners notified that sidewalk/park strip repairs are necessary?

Property owners are mailed a repair notice informing them of the necessary repairs. A permit for the repair is included with the repair notice.

What are the options available for completing the work?

- The property owner may do the work or hire a contractor to do the work.
- The property owner may choose to have the City assign the work to a contractor. Upon completion of the work by a City contractor, the property owner will be billed for the cost of the work plus the permit fees.

If within 60 days from the date of the letter/permit no action has been taken to commence with the needed repairs and/or corrections, the City will:

- Use the assessment procedures provided for in the California Streets and Highways Code and the San Jose Municipal Code to have the work completed.

The major steps of this procedure are as follows:

- The owner or person in possession of the property is mailed a "Notice to Repair" followed one week later by a second "Notice to Repair" marked "Second Notice." The property will be inspected. If still no action has been taken, the work will be contracted out. A fee will be charged to cover the cost of administering the contract on all landscape repairs and removal and/or replacement of concrete.
- The property owner is billed for the contract cost plus the administration fee after the work is completed.
- If the property owner elects not to pay the bill, the City Council will hold a public hearing at which the assessment may be protested. If the Council confirms the assessment and the bill remains unpaid, the City will file a lien on the property. The cost of repairs plus interest will then appear on the property owner's next property tax statement.

What methods are used to repair sidewalks?

Most sidewalks are repaired by removal and replacement of the concrete. The only exceptions to this are single-family homes with sidewalks raised less than 1 ½ inch. If the raise has a clean straight edge, the sidewalk is marked with the letter "G" and may be ground down to meet the adjacent sidewalk.

To report a sidewalk problem or request an inspection, please call the Sidewalk Section at (408) 277-3158.



Department of Transportation
Landscape Services Division

SIDEWALK REPAIR
1404 MABURY ROAD
SAN JOSE, CALIFORNIA 95133
TELEPHONE (408) 277-3158

REPAIR NOTICE

August 19, 2009

[Redacted Address]

Subject Property: [Redacted Address]

Recently we received a request to perform an inspection of the concrete conditions in the public right-of-way adjacent to the property referenced above. Based upon State Law and the San Jose Municipal Code, property owners are responsible for the maintenance of the sidewalk, curb, gutter and parkstrip areas adjacent to their property (please see the enclosed brochure for additional information). Our inspection of the concrete conditions in the sidewalk, curb, gutter and parkstrip areas adjacent to your property revealed deficiencies that you are required to correct. Specifically, you are required to correct the following condition(s):

- Remove and replace 186 square feet of sidewalk marked by green arrows.
- Remove 65 square feet of parkstrip marked with green arrows and replace with dirt.
- Perform concrete sidewalk grinds at 6 locations (grind are marked with the letter [G] and are a max of 5' wide) .

You have three options for taking care of this work:

- 1) You may complete the repair work yourself.
- 2) You may hire a contractor to do the work for you.
- 3) You may authorize the City to complete the repairs for you and invoice you for the work.

In all cases, the City will provide all required inspections as part of the required permit fees outlined below. Please note that all repairs performed by you or a contractor hired by you must be consistent with industry quality standards and comply with the terms and conditions of the attached permit. Depending on how you choose to have the repairs completed, below are the estimated costs that will be billed to you by the City after the work has been completed and approved. Please do not send payment until you receive an invoice.

Option 1: All work is performed by you or your own contractor.

- Permit Fees:\$90.00

Option 2: You authorize the city to assign all of the work to a city contractor.

- Concrete repair work \$2,917.88
- Sidewalk Grinds \$173.70
- Permit Fees:\$110.00
- Total Estimate:\$3,201.58

Option 3: You or your contractor complete all of the concrete repair work and authorize the city to complete the sidewalk grinds.

- Sidewalk Grinds \$173.70
- Permit Fees:\$20.00
- Total Estimate:\$193.70

Option 4: You or your contractor complete the sidewalk grinds and you authorize the city to complete the concrete repair work.

- Concrete repair work \$2,917.88

- Permit Fees:\$110.00

- Total Estimate:\$3,027.88

If you elect to authorize the City to make any of the repairs for you, please use the enclosed post card to authorize the City to make the repairs. Check the appropriate box(es), sign and return the post card, and the City will proceed with the repairs.

You will receive an invoice after the repairs are completed and have passed a final inspection. Payments must be made to the City within 30 days from the date of the invoice or the City may seek collections efforts and/or a lien against your property.

Please be advised that work performed by the City on behalf of private property owners is subject to the City's Prevailing Wage Rate policy. As a result, doing the work yourself or hiring your own contractor may be less expensive than authorizing the City to perform the work for you.

If you have not completed the repairs within sixty (60) days of the date of this notice, the City will complete the repairs for you and invoice you for the cost as shown above. The invoice must be paid within the timeframe discussed above or the City may seek collection efforts and/or a lien against your property. If you are unable to complete the repairs within sixty (60) days, you may request a thirty (30) day extension if you provide a copy of a signed contract with a contractor to have the work completed.

Tito Dhanota, Sidewalk Inspector

Extension # 5

NO1

E-Mail Address tito.dhanota@sanjoseca.gov



Department of Transportation
Landscape Services Division

SIDEWALK REPAIR
1404 MABURY ROAD
SAN JOSE, CALIFORNIA 95133
TELEPHONE (408) 277-3158

2ND REPAIR NOTICE

October 06, 2009

[REDACTED]
[REDACTED]
[REDACTED]

Subject Property: [REDACTED]

Our records indicate that you have not responded to our request to complete sidewalk repairs adjacent to your property at the above-referenced location. Please understand that according to local ordinance (Sections 14.16.2200 - 14.16.2270 of the San Jose Municipal Code) and state law (Chapter 22 of Division 7, Part 3 of the California Streets and Highway Code), the property owner is responsible for assuring that this area is properly maintained.

The repair notice sent to you asked that you correct the following condition(s):

- Remove and replace 186 square feet of sidewalk marked by green arrows.
- Remove 65 square feet of parkstrip marked with green arrows and replace with dirt.
- Perform concrete sidewalk grinds at 6 locations (grind are marked with the letter [G] and are a max of 5' wide) .

You may do the work yourself, hire a contractor, or authorize the City to complete the repairs for you. **If you want the City to complete the repair(s), your estimated cost is \$3,201.58.** Included in this estimated cost is a **\$110.00** Permit fee charged by the City.

You are further notified that if within 14 days after the date of this notice, you have not commenced or are not proceeding with the completion of said repairs, the City of San Jose shall complete said repairs and bill you for the cost estimate amount shown above.

If you have already corrected the items listed above, please call our office at **(408) 277-3158** and request a final inspection if you have not already done so. Please be advised that subsequent repair notices are automatically generated until the work is completed and approved.

Sincerely,

Tito Dhanota, Sidewalk Inspector

Extension # 5

E-Mail Address tito.dhanota@sanjoseca.gov

NO2



Department of Transportation
Landscape Services Division

SIDEWALK REPAIR
1404 MABURY ROAD
SAN JOSE, CALIFORNIA 95133
TELEPHONE (408) 277-3158

FINAL REPAIR NOTICE

October 14, 2009

San Jose State University, Mike Ham
120 S 10TH ST.
SAN JOSE, CA 95128

Subject Property: WASHINGTON SQ, SAN JOSE CA 95128

Our records indicate that you have not responded to our request to complete sidewalk repairs adjacent to your property at the above-referenced location. Please understand that according to local ordinance (Sections 14.16.2200 - 14.16.2270 of the San Jose Municipal Code) and state law (Chapter 22 of Division 7, Part 3 of the California Streets and Highway Code), the property owner is responsible for assuring that this area is properly maintained.

The repair notice sent to you asked that you correct the following condition(s):

- Remove and replace 186 square feet of sidewalk marked by green arrows.
- Remove 65 square feet of parkstrip marked with green arrows and replace with dirt.

You may do the work yourself, hire a contractor, or authorize the City to complete the repairs for you. **If you want the City to complete the repair(s), your estimated cost is \$3,201.58** Included in this estimated cost is a **\$110.00** Permit fee charged by the City.

You are further notified that if within 7 days after the date of this notice, you have not commenced or are not proceeding with the completion of said repairs, the City of San Jose shall complete said repairs and bill you for the cost estimate amount shown above.

If you have already corrected the items listed above, please call our office at **(408) 277-3158** and request a final inspection if you have not already done so. Please be advised that subsequent repair notices are automatically generated until the work is completed and approved.

Sincerely,

Tito Dhanota, Sidewalk Inspector

Extension # 5

E-Mail Address tito.dhanota@sanjoseca.gov

NO3

Subject Property: ~~WASHINGTON SQ, SAN JOSE, CA 95112~~

August 19, 2009

Sidewalk Repair PERMIT

All work involving the removal and replacement of concrete must comply with the following conditions:

1. Remove concrete at cold joints or by saw cutting at paint markings.
2. Remove all tree roots within 12 inches of the bottom of the concrete, except:
 - a. No pruning of roots within 12 inches from the trunk at ground level.
 - b. No pruning of roots greater than 4 inches in diameter on trees greater than 30 inches in diameter.
 - c. No pruning of roots on Historic American Elms in the downtown area.
3. Inspection by City staff of concrete forms prior to pouring is required only for curb and gutter repairs. Please provide the City a 24-hour advance notice for curb and gutter forms inspections.
4. Use a 3,000 psi (pound per square inch) 6-sack concrete mix.
5. Finished surfaces shall be troweled with a "light" broom finish of a "professional" appearance meeting industry standards.
6. Sidewalk grinding shall be performed so that the sidewalk has a smooth surface.
 - a. The finish slope shall be a maximum of 8:1.
 - b. Grinds shall be performed the entire width of the sidewalk. No portion of a vertical separation shall remain at the completion of a grind.
7. Any work performed that is not consistent with industry standards or these provisions will not be accepted by the City and must be corrected immediately.
8. All work must be completed within 60 days from the date on this notice. You may request a 30 day extension if you provide a copy of a signed contract with a contractor to have the work completed.
9. After the repairs are completed, please call the number below for a final inspection. The City will perform the final inspection within 14 days of your request. If the repairs are consistent with industry standards and these provisions, your repair file will be closed.
10. **If the work is not accepted and you do not make the corrections requested by the City, the City will proceed with completing the repairs and bill you for the work completed.**

The City of San Jose does not endorse or guarantee the work of any contractor. To find a qualified contractor, you might try the newspapers or yellow pages of your telephone book.

After you complete the repairs, PLEASE CALL FOR A FINAL INSPECTION, so we may close your file. We will perform final inspections within 14 days of your request. Your cooperation is greatly appreciated. If you need assistance, please call the sidewalk section at (408) 277-3158.

**SIDEWALK REPAIR PROGRAM
FINANCIAL HARDSHIP INFORMATION**

This information is for property owners requesting financial hardship consideration in relation to sidewalk repairs. Financial hardship assistance is available to owner-occupied, single family residences only. Approval of Financial Hardship assistance is limited to available funding; although applicants may qualify under the current income guidelines, assistance may be denied if funding is not available.

On approval of this application, the City will perform the subject repairs at no cost to the property owner. In order to qualify for financial assistance, the property owner must meet the following guidelines:

NUMBER OF PERSONS IN FAMILY	ANNUAL INCOME
1	\$21,660
2	\$29,140
3	\$36,620
4	\$44,100
5	\$51,580
6	\$59,060
7	\$66,540
8	\$74,020

**Guidelines are twice the "National Poverty Level"*

If you do not meet these guidelines, but have special circumstances that you feel you would like to have reviewed, please complete the application. If you have any questions, call 277-3158. Please mail the completed application and necessary documents to: **City of San Jose, Sidewalk Repair Program, 1404 Mabury Road, San Jose, CA 95133.**

CITY OF SAN JOSE
Request for Financial Hardship
Sidewalk Repair Program

Name: _____

Social Security Number: _____ Telephone Number: _____

Mailing Address: _____

Sidewalk Repair Address: _____

Reason for requesting Financial Hardship assistance:

Total Gross Household Income is: Monthly \$ _____ Annual \$ _____

PROOF OF INCOME IS REQUIRED IN ORDER TO PROCESS THIS APPLICATION:

You **must** include a copy of your current Federal Income Tax Return (form 1040 or 1040A) and copies of all the following that apply to your application:

- *Letter 1722 from the IRS for non-income adults (1-800-829-1040)
- *Previous year's Verification of Social Security Income (SSI)(1-800-772-1213)
- *The previous year's Welfare or General Assistance eligibility (Notice of Action/Income Verification)
- * The previous year's Documentation of Unemployment Development Department (EDD) (408-436-5600)

Total Number of Dependents: _____

Please list names and relationship to the applicant; if no dependents, please indicate "none".

<u>Name</u>	<u>Relationship</u>	<u>Name</u>	<u>Relationship</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

I declare, under penalty of perjury that the foregoing statement and information provided by me is true and correct, and I am aware that the City of San Jose will perform a credit check to verify the above information.

Signature: _____ Date: _____

You will be notified within 30 days of the disposition of your request for Hardship

For official use only

Hardship is : **Granted** **Denied**

Signature _____ Date: _____

Reason for Denial: _____

Property Summary

10/23/2009 @ 1:22:37 PM

SNI

Map Coordinates P 55 V 40 H 67

Property Location

APN	House number or description	Alpha	Dir	Street Name	Suffix	City	Zip	Zoning
[REDACTED]	[REDACTED]			[REDACTED]	SQ	SAN JOSE	95112	LI

Owner

Owner First Name	MI	Last Name	Phone #	Mail Address	City, ST	Zip	O/O
San Jose State		[REDACTED]		[REDACTED]	[REDACTED]	95112	N

Complaint Info.

Received By	Complaint Date and Time	Priority	Date Assigned	Date Insp.	Inspector
Dhanota, Tito	08/07/2009	2:06 PM Permit Only	08/13/2009	08/13/2009	Tito Dhanota

Override N Call Y

Inspection Requested

- Sidewalk
 Driveway Approach
 Curb And Gutter
 Landscape
 Park Strip
 PS Fill Only
 Root Barrier
 Other

Inspection Results

Landscape Items							Hrs.	Grinds	GB	SW	DW	C/G	PS RF	PS FO	RB	Other	Total		
CSC	WDA	S30	PST	PPT	RIT		0	<1"	6	>1"	0	0	186	0	0	65	0	0	\$3,201.58
<input type="checkbox"/>																			

No Damage Optional Wk. Comments To Propertyowner
 Not In SJ Survey

Inspection Notes
 Issued Permit to Mike Ham @ San Jose State on 08/14/09.
 Location is on 4th St. adj. to Main Entrance Parking Garage between San Carlos & San Salvador. Need

Letters

Hardship Received	HO1	NO1	08/19/2009	PS1	NOD
	HO2	NO2	10/06/2009	LS1	OPW
Hardship App. Mailed	HO2	NO3	10/14/2009	LS2	PS3
					POA

Hardship Approved
 R&R Extension 0
 LS Extension 0
 PS Extension 0

Construction

	ATC Date	Name	Complete Date	Inspector
Grinder				
R&R		OWNER	10/16/2009	Tito Dhanota
Landscape				
Other				
PW Contractor				
AC Patch				

ESTIMATE

ESTIMATE	No Invoice <input checked="" type="radio"/>	SW	DW	C/G	PS	PSFO	RB	Other
Finance Remarks		\$13.43	\$14.67	\$50.46	\$50.46	\$4.13	\$0.00	
		R&R Total	LS Total	Fee	Gr. total	Invoice Date	Invoice #	
		\$0.00		\$143.00	\$3,201.58		0	

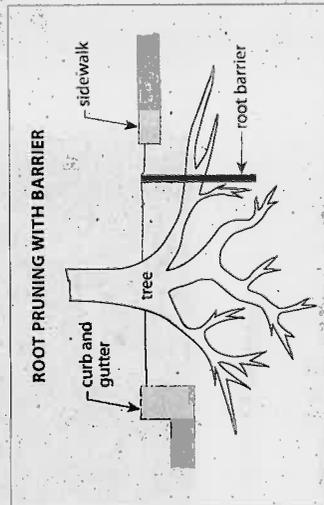
WHO MAKES THE REPAIRS?

You may complete the repair work yourself or hire a contractor to do the work for you, it is your choice. However, all concrete work must comply with the following conditions:

1. Remove concrete at cold joints or by saw cutting at paint marks.
2. Remove all tree roots (less than 4" in diameter) within 12 inches of the top of the concrete.
3. Use 3,000 psi 6 sack concrete mix.
4. Concrete shall have a minimum depth of 4 inches for sidewalks, 6 inches for driveway approaches and gutters, and 12 inches for curbs.
5. Forms inspections are required on all curb and gutter repair.
5. Score marks shall match adjacent sidewalk or curb & gutter score patterns.
6. Finished surface shall be a troweled, "light" broom finish, and have a "professional" appearance.

CAN ANYTHING BE DONE TO MINIMIZE FUTURE CONCRETE DISPLACEMENT BY TREE ROOTS?

To reduce the chance of future concrete displacement, trees can be root-pruned and a plastic barrier installed as shown:



In this procedure, tree roots within 12 inches of the surface are severed and a root barrier is installed to prevent future root growth in this area. Root pruning should only be done on one side (curb or sidewalk) of the tree at a time, with a

two-year interval doing the other side. Care must be taken when root pruning to avoid underground utilities. Before any work is performed, the property owner must obtain a permit from the Arborist Section (408-277-2762).

Also, deep-watering the tree, that is, applying a slow trickle of water over a 24-hour period encourages deeper root growth that reduces the chance of sidewalk damage.

WHAT ARE THE OPTIONS AND PROCESS FOR PROPERTY OWNERS

Property owners may do the work themselves, hire a contractor, or have the City assign the work to a contractor to complete the repairs. Upon completion of the work by a City contractor the property owner will be billed for the work plus the permit fees.

If within 60 days from the date of the letter no action is taken to commence with the needed repairs and/or corrections, the City will use the assessment procedure provided for in the California Streets and Highway Code and the San Jose Municipal Code to have the work completed. The property owner will be billed for the repairs plus the permit fee after the work is completed. If the property owner elects not to pay the bill, the City Council will hold a public hearing at which time the assessment may be protested. If the Council confirms the assessment and the bill remains unpaid, the City will file a lien on the property. The cost of the repairs and fees, plus interest will then appear on the property owner's next property tax statement.

HOW CAN I FIND A CONTRACTOR?

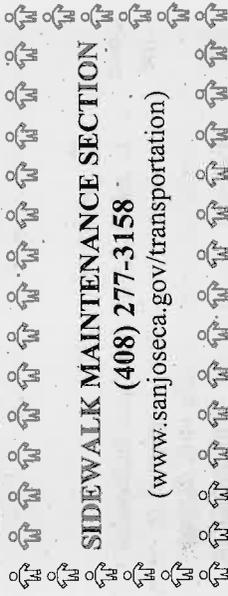
The yellow pages or the classified section of the newspaper are a good place to start. The property owner must obtain the permit, and insure that the inspections are made and the work is done in accordance with City standards.

HOW IS THE NEED FOR CORRECTION OF LANDSCAPE DETERMINED?

Landscape correction notices are sent to those properties which have landscaping interfering with the public right-of-way.

The following are some of the things which may trigger a notification to the property owner:

- ◆ **Visibility** – When park strip shrubbery interferes with vehicle operator visibility, trimming to a maximum height of thirty inches is required.
- ◆ **Thorny Plants** – Varieties of cactus and century plants have thorns that could cause serious injury; thus, removal of thorny plants is required.
- ◆ **Walkway and Gutter Clearance** – Trimming of ground cover or shrubs is required where there is any encroachment onto the sidewalk or gutter.
- ◆ **Obstacles in the Park Strip** – Elimination of tree stumps, large rocks, trash, holes, and some built-up planters is required. When the park strip is unimproved or landscaped and there is a drop that exceeds two inches below the concrete walk, the park strip must be filled with dirt or other material (no asphalt).



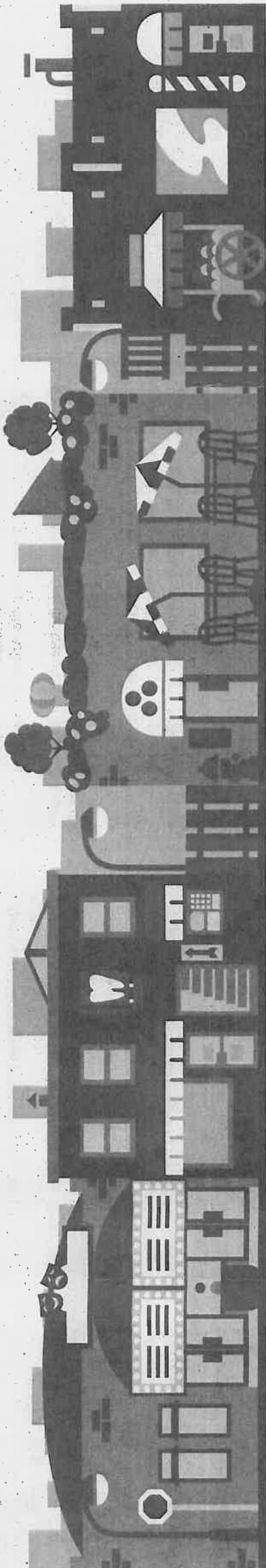
SIDEWALK MAINTENANCE SECTION (408) 277-3158

(www.sanjoseca.gov/transportation)



In accordance with the American Disabilities Act, Department of Transportation materials can be made available upon request in alternate formats, such as large print, audio tape computer-disk. Request may be made by calling (408) 277-4373 (V) or (800) 735-2929 (CRS)

For more information or to obtain a permit call (408) 277-3158.



WHO IS RESPONSIBLE FOR MAINTAINING THE SIDEWALK, PARK STRIP AREA AND CURB & GUTTERS?

The property owner is responsible for maintaining the sidewalk, park strip area and curb & gutters adjacent to their

Property (Sections 14.16.2200 –

14.16.2270 of the San Jose Municipal Code and Chapter 22 of Division 7, Part 3 of the California Streets and Highways Code).

Maintenance responsibility includes, repair of damaged concrete, abatement of weeds or debris and the trimming of trees and shrubs. For more information on trees and shrubs, see the section entitled "Correction of Landscape" on the back of this brochure.



WHAT SERVICES ARE PROVIDED BY THE CITY?

The City will provide the following services:

- ◆ Provide all necessary inspections
- ◆ Enforce all repairs and violations
- ◆ Hardship Assistance

◆ INSPECTIONS

Inspections of damaged sidewalks will occur in response to citizen requests or when City employees observe sidewalk damage. For sidewalk damage that requires replacement of concrete, the City will mark the area with green arrows. For minor sidewalk raises, the City will mark the sidewalk with the letter "G" for grinding only.

Property owners are then issued a repair notice and a permit by mail. Property owners have the option to hire their own contractor or assign the work to the City and be billed for the cost of repairs.

Final inspections and curb & gutter forms inspections are required on all repairs.

◆ PERMITS

Permits are required for all sidewalk repairs. Property owners may request a permit by calling **(408) 277-3158**.

◆ ENFORCEMENT

If a property owner fails to make the repairs within the prescribed time, the City will perform the needed repairs and bill the property owner for the work. For more information on the options and process, see the back of this brochure.

◆ HARDSHIP ASSISTANCE

The City will complete sidewalk removal and replacement work at no cost for qualifying low-income residents. This program is based on available funding. To request a Hardship Application, please call **(408) 277-3158**.



Revised 06/12/09



Help the city and your neighbors by providing a safe and attractive neighborhood for everyone to enjoy!

Appendix C

Maintenance Standards

U.S. Access Board's Americans with Disabilities Act Accessibility Guidelines (ADAAG) and Their Relevance to Sidewalk Maintenance

The Americans with Disabilities Act (ADA) was passed in 1990 to protect the civil rights of persons with disabilities. It prohibits discrimination on the basis of disability in many areas including transportation. The ADA requires the establishment of design criteria for the construction and alteration of facilities. These requirements, which have been developed by the U. S. Access Board, are known as the ADA Accessibility Guidelines (ADAAG).

The U.S. Department of Justice (DOJ) and the U.S. Department of Transportation (DOT) published the identical sections 1-10 of the ADAAG in 1991 as the ADA Standards for Accessible Design. The ADA Standards for Accessible Design are enforceable under the ADA whereas the ADAAG are only advisory.

Although public and private entities that design, construct or alter sidewalks are obligated under the ADA to make them accessible to and usable by people with disabilities, accessibility standards for public sidewalks (with the exception of the curb ramp requirements) have not yet been developed. The U.S. Access Board added four additional sections to the ADAAG in 1994 including proposed public right-of-way guidelines. The proposed guidelines received negative feedback and thus the Access Board decided to withdraw the guidelines. The Board is currently developing new guidelines for public rights-of-way. The Revised Draft Guidelines were published in 2005 and can be found at the following website (<http://www.access-board.gov/prowac/draft.htm#r3>). The draft guidelines that relate to property owner maintenance of sidewalks are listed below. Final guidelines are expected to be available by the end of 2010. In order to become enforceable under ADA, the Public Rights-of-Way section of the ADAAG would have to be incorporated into the ADA Standards for Accessible Design by DOJ and DOT.

R301 Pedestrian Access Route

R301.3.1 Continuous Width. The minimum continuous and unobstructed clear width of a pedestrian access route shall be 1.2 m (4.0 ft), exclusive of the width of the curb.

R301.4.1 Cross Slope. The cross slope of the walkway of a pedestrian access route shall be 2 percent maximum.

R301.4.2 Street or Highway Grade. Where the walkway of a pedestrian access route is contained within a street or highway border, its grade shall not exceed the general grade established for the adjacent street or highway.

R301.5 Surface. The surface of the pedestrian access route shall be firm, stable and slip resistant.

R301.5.2 Surface Discontinuities. Surface discontinuities shall not exceed 13 mm (0.50 in) maximum. Vertical discontinuities between 6.4 mm (0.25 in) and 13

mm (0.5 in) maximum shall be beveled at 1:2 minimum. The bevel shall be applied across the entire level change.

R301.7 Horizontal Openings

R301.7.1 Walkway Joints and Gratings. Openings shall not permit passage of a sphere more than 13 mm (0.5 in) in diameter. Elongated openings shall be placed so that the long dimension is perpendicular to the dominant direction of travel.

R401 Protruding Objects

R401.1 General. Protruding objects on sidewalks and other pedestrian circulation paths shall comply with R401 and shall not reduce the clear width required for pedestrian access routes.

R401.2 Protrusion Limits. Objects with leading edges more than 685 mm (27 in) and not more than 2 m (80 in) above the finish surface or ground shall protrude 100 mm (4 in) maximum horizontally into the pedestrian circulation path.

Pedestrian Access Route (Sidewalk) Maintenance Standards for Local Jurisdictions in Santa Cruz County and Benchmark Jurisdictions

Surface

Capitola - Surface should not have cracking exceeding ½ inch vertical or horizontal.

Santa Cruz – Breaking or spalling* shall not exceed a depth of ½ inch.

Scotts Valley - Not available.

Watsonville - Breaking or spalling* shall not exceed a depth of ½ inch.

Unincorporated County – Not available

Corvallis, OR– Surface shall not be a very rough surface that would cause a tripping hazard. Surface shall not have severe cracking resulting in loose or unstable pieces.

Fairfield, OH – Surface shall not be a very rough surface of coarse stone (spalling*).

San Jose, CA – Breaking away or spalling* shall not exceed a depth of ½ inch.

Access Board Draft Guidelines – Surface shall be firm, stable and slip resistant.

Vertical Separation

Capitola - Shall not exceed ½ inch.

Santa Cruz – Shall not exceed 1/2 inch.

Scotts Valley - Not available.

Watsonville - Shall not exceed ½ inch.

Unincorporated County – Not available

Corvallis, OR – Shall not exceed 1 inch.

Fairfield, OH – Shall not exceed ½ inch.

San Jose, CA – Shall not exceed ½ inch.

Access Board Draft Guidelines – Shall not exceed ½ inch.

Horizontal Separation

Capitola - Shall not exceed ½ inch.

Santa Cruz – Shall not exceed 3/8 inch.

Scotts Valley - Not available.

Watsonville - Shall not exceed ½ inch.

Unincorporated County – Not Available

Corvallis, OR – Shall not exceed 1 inch.

Fairfield, OH – Shall not exceed ½ inch.

San Jose, CA – Shall not exceed 1 inch.

Access Board Draft Guidelines – Shall not exceed ½ inch.

Ramping

Capitola - Cross slope shall not exceed 2 percent

Santa Cruz – Shall not exceed a rise or depression of 1 inch vertical to 8 inches horizontal in conjunction with a vertical separation.

Scotts Valley - Not available.

Watsonville - Cross slope shall not exceed 2 percent

Unincorporated County – ADA compliance required

Corvallis, OR - Cross slope shall not exceed $\frac{3}{4}$ inch vertical to 1 foot horizontal.
Fairfield, OH - Cross slope shall not exceed $\frac{3}{4}$ inch vertical to 1 foot horizontal.
San Jose, CA - Shall not exceed a rise or depression of 1 inch vertical to 8 inches horizontal in conjunction with a vertical separation.
Access Board Draft Guidelines - Cross slope shall not exceed 2 percent.

Obstacles

Capitola - 3-foot clearance must be maintained around above grade obstacles.
Santa Cruz - No encroachment of ground cover or shrubs onto sidewalk.
Scotts Valley - Not available.
Watsonville - Minimum of 36" clear around obstacle
Unincorporated County - ADA compliance required
Corvallis, OR -
Fairfield, OH - Water stop boxes, gas stop boxes, etc. need to be at proper grade.
San Jose, CA -
Access Board Draft Guidelines - Protruding objects shall not reduce clear width as required for pedestrian access routes.

* Spalling - Spalling is a result of water entering brick, concrete or natural stone and forcing the surface to peel, pop out or flake off. This is because there is salt in water. Salt pushes outward from the inside. Eventually, spalling can cause crumbling and destruction of a structure.

Appendix D

Regulatory Guidelines and Information

United States Department of Transportation Policy Statement on Bicycle and Pedestrian Accommodation Regulations and Recommendations

Signed on March 11, 2010 and announced March 15, 2010

(http://www.fhwa.dot.gov/environment/bikeped/policy_accom.htm)

Note: Also available on the [United States Department of Transportation Website](#)

Purpose

The United States Department of Transportation (DOT) is providing this Policy Statement to reflect the Department's support for the development of fully integrated active transportation networks. The establishment of well-connected walking and bicycling networks is an important component for livable communities, and their design should be a part of Federal-aid project developments. Walking and bicycling foster safer, more livable, family-friendly communities; promote physical activity and health; and reduce vehicle emissions and fuel use. Legislation and regulations exist that require inclusion of bicycle and pedestrian policies and projects into transportation plans and project development. Accordingly, transportation agencies should plan, fund, and implement improvements to their walking and bicycling networks, including linkages to transit. In addition, DOT encourages transportation agencies to go beyond the minimum requirements, and proactively provide convenient, safe, and context-sensitive facilities that foster increased use by bicyclists and pedestrians of all ages and abilities, and utilize universal design characteristics when appropriate. Transportation programs and facilities should accommodate people of all ages and abilities, including people too young to drive, people who cannot drive, and people who choose not to drive.

Policy Statement

The DOT policy is to incorporate safe and convenient walking and bicycling facilities into transportation projects. Every transportation agency, including DOT, has the responsibility to improve conditions and opportunities for walking and bicycling and to integrate walking and bicycling into their transportation systems. Because of the numerous individual and community benefits that walking and bicycling provide — including health, safety, environmental, transportation, and quality of life — transportation agencies are encouraged to go beyond minimum standards to provide safe and convenient facilities for these modes.

Authority

This policy is based on various sections in the United States Code (U.S.C.) and the Code of Federal Regulations (CFR) in Title 23—Highways, Title 49—Transportation, and Title 42—The Public Health and Welfare. These sections, provided in the Appendix, describe how bicyclists and pedestrians of all abilities should be involved throughout the planning process, should not be adversely affected by other transportation projects, and should be able to track annual obligations and expenditures on nonmotorized transportation facilities.

Recommended Actions

The DOT encourages States, local governments, professional associations, community organizations, public transportation agencies, and other government agencies, to adopt similar policy statements on bicycle and pedestrian accommodation as an indication of their commitment to accommodating bicyclists and pedestrians as an integral element of the transportation system. In support of this commitment, transportation agencies and local communities should go beyond minimum design standards and requirements to create safe, attractive, sustainable, accessible, and convenient bicycling and walking networks. Such actions should include:

- Considering walking and bicycling as equals with other transportation modes: The primary goal of a transportation system is to safely and efficiently move people and goods. Walking and bicycling are efficient transportation modes for most short trips and, where convenient intermodal systems exist, these nonmotorized trips can easily be linked with transit to significantly increase trip distance. Because of the benefits they provide, transportation agencies should give the same priority to walking and bicycling as is given to other transportation modes. Walking and bicycling should not be an afterthought in roadway design.
- Ensuring that there are transportation choices for people of all ages and abilities, especially children: Pedestrian and bicycle facilities should meet accessibility requirements and provide safe, convenient, and interconnected transportation networks. For example, children should have safe and convenient options for walking or bicycling to school and parks. People who cannot or prefer not to drive should have safe and efficient transportation choices.
- Going beyond minimum design standards: Transportation agencies are encouraged, when possible, to avoid designing walking and bicycling facilities to the minimum standards. For example, shared-use paths that have been designed to minimum width requirements will need retrofits as more people use them. It is more effective to plan for increased usage than to retrofit an older facility. Planning projects for the long-term should anticipate likely future demand for bicycling and walking facilities and not preclude the provision of future improvements.
- Integrating bicycle and pedestrian accommodation on new, rehabilitated, and limited-access bridges: DOT encourages bicycle and pedestrian accommodation on bridge projects including facilities on limited-access bridges with connections to streets or paths.
- Collecting data on walking and biking trips: The best way to improve transportation networks for any mode is to collect and analyze trip data to optimize investments. Walking and bicycling trip data for many communities are lacking. This data gap can be overcome by establishing routine collection of nonmotorized trip information. Communities that routinely collect walking and bicycling data are able to track trends and prioritize investments to ensure the success of new facilities. These data are also valuable in linking walking and bicycling with transit.
- Setting mode share targets for walking and bicycling and tracking them over time: A byproduct of improved data collection is that communities can establish targets for increasing the percentage of trips made by walking and bicycling.
- Removing snow from sidewalks and shared-use paths: Current maintenance provisions require pedestrian facilities built with Federal funds to be maintained in the same manner as other roadway assets. State Agencies have generally established levels of service on various routes especially as related to snow and ice events.
- Improving nonmotorized facilities during maintenance projects: Many transportation agencies spend most of their transportation funding on maintenance rather than on constructing new facilities. Transportation agencies should find ways to make facility improvements for pedestrians and bicyclists during resurfacing and other maintenance projects.

Conclusion

Increased commitment to and investment in bicycle facilities and walking networks can help meet goals for cleaner, healthier air; less congested roadways; and more livable, safe, cost-efficient communities. Walking and bicycling provide low-cost mobility options that place fewer demands on local roads and highways. DOT recognizes that safe and convenient walking and bicycling facilities may look different depending on the context — appropriate facilities in a rural community may be different from a dense, urban area. However, regardless of regional, climate, and population density differences, it is important that pedestrian and bicycle facilities be integrated into transportation systems. While DOT leads the effort to provide safe and convenient accommodations for pedestrians and bicyclists, success will ultimately depend on transportation agencies across the country embracing and implementing this policy.

Ray LaHood, United States Secretary of Transportation

Clarification of FHWA's Oversight Role in Accessibility



Memorandum

U.S. Department of Transportation

Federal Highway Administration

Subject: **ACTION:** Clarification of FHWA's Oversight Role in Accessibility

Date: 9-12-06

From: Frederick D. Isler
Associate Administrator for Civil Rights
King W. Gee
Associate Administrator for
Infrastructure

Reply to Attn of:
HCR-1
HIF-1

To: Associate Administrators
Chief Counsel
Chief Financial Officer
Directors of Field Services
Resource Center Director and Operations Managers
Division Administrators
Federal Lands Highway Division Engineers

The Federal Highway Administration (FHWA) recognizes the need for the transportation system to be accessible to all users. The purpose of this memorandum is to clarify FHWA's role and responsibility to oversee compliance on pedestrian access required by the Americans with Disabilities Act of 1990 (ADA) and Section 504 of the Rehabilitation Act of 1973 (Section 504). Since 1978, FHWA has promoted accessible transportation systems through technical assistance and guidance on ADA and Section 504. In addition, accessibility improvements are eligible for Federal-aid funding.

The FHWA is responsible for implementation of pedestrian access requirements from the ADA and Section 504. This is accomplished through stewardship and oversight over all Federal, State, and local governmental agencies ("public agencies") that build and maintain highways and roadways, whether or not they use Federal funds on a particular project.

Policy

In February 2000, the FHWA issued a policy providing technical guidance to integrate facilities for pedestrians, including persons with disabilities, into the transportation infrastructure. The guidance can be found at www.fhwa.dot.gov/environment/bikeped/design.htm#d4.

The ADA and Section 504 do not require public agencies to provide pedestrian facilities. However, where pedestrian facilities exist they must be accessible. Furthermore, when public agencies construct improvements providing access for pedestrians, the completed project also must meet accessibility requirements for persons with disabilities to the maximum extent feasible.

Planning

Title 23 requires that long-range transportation plans and transportation improvement programs, in both statewide and metropolitan planning processes, provide for the development and integrated management and operation of accessible transportation systems and facilities.

Additionally, State DOTs and Metropolitan Planning Organizations (MPOs) must certify (at least biennially for State DOTs and annually for MPOs) that the transportation planning process is being carried out or conducted in accordance with all FHWA, Federal Transit Administration and other applicable Federal statutory and regulatory requirements [see 23 CFR 450.220 and 23 CFR 450.334, respectively]. Further, 23 CFR 450.316(b)(3) requires the metropolitan planning process to identify actions necessary to comply with the ADA and Section 504.

Transition Plans

The ADA and Section 504 require State and local governments with 50 or more employees to perform a self-evaluation of their current services, policies, and practices that do not or may not meet ADA requirements. The public agency must develop a Transition Plan addressing these deficiencies. This plan assesses the needs of persons with disabilities, and then schedules the required pedestrian accessibility upgrades. The Transition Plan is to be updated periodically, with its needs reflected in the processes utilized by State DOTs, MPOs, and transit agencies to develop the Statewide Transportation Improvement Programs and metropolitan Transportation Improvement Programs.

Projects

Public agencies should work to meet accessibility requirements throughout the project delivery process. Issues surrounding pedestrian accessibility should be addressed at the earliest stage possible to reduce or prevent conflicts with other right-of-way, planning, environmental, and design considerations. This could include the acquisition of right-of-way

and use of special plan details for specific locations to remove barriers. Projects requiring pedestrian accessibility include projects for new construction and projects altering existing street and highway facilities.

New Construction

All projects for new construction that provide pedestrian facilities must incorporate accessible pedestrian features to the extent technically feasible, without regard to cost. The development process should ensure accessibility requirements are incorporated in the project.

Alterations

Alterations shall incorporate accessibility improvements to existing pedestrian facilities to the extent that those improvements are in the scope of the project and are technically feasible, without regard to cost. Projects altering the usability of the roadway must incorporate accessible pedestrian improvements at the same time as the alterations to the roadway occur. See **Kinney v. Yerusalim**, 9 F.3d 1067 (3d Cir. 1993), cert. denied, 511 U.S.C. 1033 (1994). Alterations are changes to a facility in the public right-of-way that affect or could affect access, circulation, or use by persons with disabilities.

The FHWA has determined that alterations are projects that could affect the structure, grade, function, and use of the roadway. Alteration projects include reconstruction, major rehabilitation, structural resurfacing, widening, signal installation, pedestrian signal installation, and projects of similar scale and effect.

Maintenance

Maintenance activities are not considered alterations. Therefore, maintenance projects do not require simultaneous improvements to pedestrian accessibility under the ADA and Section 504. The U.S. Department of Justice (DOJ) and the courts consider maintenance activities to include filling potholes. The FHWA has determined that maintenance activities include actions that are intended to preserve the system, retard future deterioration, and maintain the functional condition of the roadway without increasing the structural capacity. Maintenance activities include, but are not limited to, thin surface overlays (nonstructural), joint repair, pavement patching (filling potholes), shoulder repair, signing, striping, minor signal upgrades, and repairs to drainage systems.

As part of maintenance operations, public agencies' standards and practices must ensure that the day-to-day operations keep the path of travel open and usable for persons with disabilities, throughout the year. This includes snow and debris removal, maintenance of pedestrian traffic in work zones, and correction of other disruptions. Identified accessibility

needs should be noted and incorporated into the transition plan.

Accessibility Design Criteria for Sidewalks, Street Crossings, and Trails

Sidewalks and Street Crossings

Where sidewalks are provided, public agencies shall provide pedestrian access features such as continuous, unobstructed sidewalks, and curb cuts with detectable warnings at highway and street crossings. 28 CFR 35.151(c), referencing 28 CFR Part 36, App. A, ADA Accessibility Guidelines (ADAAG). The FHWA encourages the use of ADAAG standards. If pedestrian signals are provided, they must have a reasonable and consistent plan to be accessible to persons with visual disabilities.

Sidewalks and street crossings generally should use the guidelines the Access Board is proposing for public rights-of-way. The FHWA distributed an information memorandum on November 20, 2001, stating that

Designing Sidewalks and Trails, Part II, Best Practices Design Guide can be used to design and construct accessible pedestrian facilities. This report provides information on how to implement the requirements of Title II of the ADA. *Designing Sidewalks and Trails for Access* is the most comprehensive report available for designing sidewalks and street crossings and contains compatible information on providing accessibility with information published by the Access Board in the ADAAG. This report can be found at www.fhwa.dot.gov/environment/sidewalk2.

When the Access Board completes guidelines for public rights-of-way and they are adopted by the United States Department of Transportation and DOJ as standards under the ADA and Section 504, they will supersede the currently used standards and criteria.

When Federal-aid highway program funds are used for parking facilities, or buildings such as transit facilities, rest areas, information centers, transportation museums, historic preservation projects, or other projects where pedestrians are expected, the project must meet the current applicable accessibility standards, whether or not the project is within the public right-of-way. The ADAAG includes special provisions for building alterations and for historic preservation projects.

Shared Use Paths and Trails

The design standards for shared use paths and trails are specific to the function of the path or trail:

- Shared use paths and pedestrian trails that function as sidewalks shall meet the same requirements as sidewalks. Where shared use paths and pedestrian trails cross highways or streets, the crossing

also shall meet the same requirements as street crossings, including the provision of detectable warnings.

- Shared use paths and pedestrian trails that function as trails should meet the accessibility guidelines proposed in the Access Board's *Regulatory Negotiation Committee on Accessibility for Outdoor Developed Areas Final Report* found at www.access-board.gov/outdoor/outdoor-rec-rpt.htm. This report also has guidelines for Outdoor Recreation Access Routes (routes connecting accessible elements within a picnic area, camping area, or a designated trailhead).
- Recreational trails primarily designed and constructed for use by equestrians, mountain bicyclists, snowmobile users, or off-highway vehicle users, are exempt from accessibility requirements even though they have occasional pedestrian use.

Most trailside and trailhead structural facilities (parking areas, restrooms) must meet the ADAAG standards.

Technical Feasibility and Cost

When constructing a new transportation facility or altering an existing transportation facility, a public agency should consider what is included within the scope of the project. For elements that are within the scope of the project, the ADAAG provides that "Any features of a...facility that are being altered and can be made accessible shall be made accessible [i.e., made to conform with ADAAG] within the scope of the alteration." ADAAG 4.1.6(j). The only exception to this rule is where conformity with ADAAG is "technically infeasible," meaning that "existing structural conditions would require removing or altering a load-bearing member which is an essential part of the structural frame [e.g., in the case of a highway project, a bridge support]; or because other existing physical or site constraints prohibit modification of addition of elements, spaces, or features which are in full and strict compliance with the minimum requirements for new construction and which are necessary to provide accessibility." ADAAG 4.1.6(j).

Where making an alteration that meets accessibility requirements is technically infeasible, the public agency must ensure that the alteration provides accessibility to the "maximum extent feasible." If a public agency believes that full ADAAG compliance is technically infeasible, the public agency should document that the proposed solution to the problem meets the "maximum extent feasible" test. With respect to any element of an alteration that is within the scope of the project and is not technically infeasible, DOJ guidance provides that under ADAAG standards "cost is not a factor." DOJ Technical Assistance Manual for Title II of the ADA, II-

6.3100(4). Consequently, if the accessibility improvement is technically feasible, the public agency must bear the cost of fully meeting ADAAG standards.

However, cost may be a factor in determining whether to undertake a stand-alone accessibility improvement identified in a Transition Plan. For example, if an existing highway, not scheduled for an alteration, is listed in the public agency's Transition Plan as needing curb cuts, the public agency may consider costs that are "unduly burdensome." The test for being unduly burdensome is the proportion of the cost for accessibility improvements compared to the agency's overall budget, not simply the project cost.

If the project alters any aspect of the pedestrian route, it must be replaced with accessible facilities. Additional work outside of the scope and limits of the project altering a facility is at the discretion of the agency. However, any features not conforming to ADA requirements outside the project scope should be added to the Transition Plan.

FHWA Responsibilities

The FHWA is responsible for ensuring public agencies meet the requirements of the ADA and Section 504 for pedestrian access for persons with disabilities. Under DOJ regulations, FHWA divisions must work with their State DOTs, MPOs, and local public agencies to ensure ADA and Section 504 requirements are incorporated in all program activities for all projects within the public right-of-way regardless of funding source. Program activities include project planning, design, construction, and maintenance. Furthermore, FHWA is responsible for ensuring accessibility requirements for projects that are not within public right-of-way, but use funding through FHWA. This includes parking areas, information centers, buildings, shared use paths, and trails. Divisions have a legal responsibility to work with State agencies or other recipients to ensure ADA and Section 504 requirements are incorporated into all projects using funding through FHWA.

For all projects that use Federal funds as part of the financing arrangements, the division offices need to periodically:

- Review those projects, where they have oversight responsibilities, for accommodation of pedestrians. The divisions shall not approve Federal funding for projects that do not adequately provide pedestrian access for persons with disabilities where the project scope and limits include pedestrian facilities in the public right-of-way.
- Review the Stewardship Agreement to ensure pedestrian accessibility requirements are included, as appropriate.

- Review the State DOT, MPO, and/or local jurisdiction processes, procedures, guidelines, and/or policies that address ADA in transportation planning and programming processes and how accessibility commitments are addressed in transportation investment decisions.
- Assist transportation agencies in updating their Transition Plans. The United States Department of Transportation Section 504 regulation requires FHWA to monitor the compliance of the self-evaluation and Transition Plan of Federal-aid recipients (49 CFR 27.11). The ADA deadline for completing the accessibility improvements within the Transition Plan was in 1995. For those State and local governments that have not performed the self-evaluation and prepared a plan, it is critical that they complete the process.
- Encourage and facilitate training for FHWA personnel on accessible pedestrian features.
- Ensure pedestrian accessibility compliance through periodic program reviews of recipients' highway planning, design, and construction activities.
- In addition, the Federal Lands Highway Divisions should ensure that each direct Federal construction project fulfills both policy guidance on pedestrian access and meets the minimum ADA and Section 504 accessibility requirements.

For all highway, street and trail facilities, regardless of whether Federal funds are involved, the division offices need to:

- Perform onsite review of complaints about accessibility and report the findings of the review to HCR-1.
- Make presentations and offer training on pedestrian accessibility at meetings, conferences, etc.
- In contacts with State and local officials, encourage them to develop procedures for incorporating pedestrian accessibility into their projects.

Additional Information and Resources

A Web site with questions and answers concerning recurring issues, training opportunities, and background legal information on FHWA's responsibilities under the ADA and Section 504 is located at <http://www.fhwa.dot.gov/civilrights/index.htm>. This memorandum has been reviewed and approved by the U.S. Department of Transportation General Counsel as consistent with applicable disability law.

Questions concerning these obligations may be directed to:

- For Accessibility Policy: [Candace Groudine](#), [Bob Cosgrove](#), Office of Civil Rights
- For Design Standards: [William A. Prosser](#), Office of Program Administration
- For Trails: [Christopher Douwes](#), Office of Natural and Human Environment
- For Construction and Maintenance: [Christopher Newman](#), Office of Asset Management
- For Legal: [Lisa MacPhee](#), Office of the Chief Counsel



This page last modified on March 6, 2007

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United States Department of Transportation - **Federal Highway Administration**

**California Streets and Highway Code, Chapter 22, Article 2,
Section 5610**

The owners of lots or portions of lots fronting on any portion of a public street or place when that street or place is improved or if and when the area between the property line of the adjacent property and the street line is maintained as a park or parking strip, shall maintain any sidewalk in such condition that the sidewalk will not endanger persons or property and maintain it in a condition which will not interfere with the public convenience in the use of those works or areas save and except as to those conditions created or maintained in, upon, along, or in connection with such sidewalk by any person other than the owner, under and by virtue of any permit or right granted to him by law or by the city authorities in charge thereof, and such persons shall be under a like duty in relation thereto.

Barden v. City of Sacramento

The Americans with Disabilities Act requires all programs, services and activities of state and local governments to be accessible. The concept is commonly referred to as “program access.”

Program access to existing facilities was required by January 26, 1995. However, some cities argued that sidewalks did not constitute a city program, service or activity.

When the Ninth Circuit Court of Appeals dismissed this argument in 2002, in *Barden v. City of Sacramento*, cities were required to reconsider their responsibilities to provide accessible sidewalks.

Barden issues, findings, and terms of settlement are described at the following City of Sacramento web address.

(www.cityofsacramento.org/generalservices/documents/BAgreement.doc)

latimes.com/news/local/la-me-caltrans23-2009dec23,0,5587783.story

latimes.com

Caltrans settles lawsuit over disabled access

The agency proposes to spend \$1.1 billion to ease use of sidewalks, crosswalks and park-and-ride facilities. A judge and federal officials must review the 30-year deal.

By Dan Weikel

December 23, 2009

In a landmark court settlement proposed Tuesday, Caltrans agreed to spend \$1.1 billion over the next 30 years to repair and improve state-controlled sidewalks, crosswalks and park-and-ride facilities so they are accessible for people with disabilities.

The settlement, filed at the federal courthouse in Oakland, was a major victory for civil rights activists, who have been battling for years with the transportation agency to provide equal access to public rights-of-way for the blind and those who use wheelchairs, canes or walkers.

Advocates said they hoped that the agreement would become a national model for resolving disputes between the disabled and other state and local governments.

The class-action lawsuit that sparked the settlement has been closely watched by local officials and powerful municipal organizations, such as the National League of Cities and the League of California Cities. The groups have long contended that such lawsuits unnecessarily burden financially strapped cities that are already struggling to comply with federal and state access requirements.

"We have won a significant victory," said Ben Rockwell, 64, of Long Beach, a wheelchair user who has long complained to Caltrans about poor sidewalk conditions along Pacific Coast Highway. "While this work might not be finished in my lifetime, I hope that future generations will see better access throughout all areas of the state because of what has been done here."

The settlement applies to about 2,500 miles of sidewalk, crosswalks and 300 park-and-ride facilities that are owned and maintained by Caltrans. Intersections, pedestrian overpasses and underpasses are also subject.

Attorneys from Disability Rights Advocates, a nonprofit law firm based in Berkeley, contend that miles of sidewalk are impassible for people with handicaps and that thousands of required wheelchair ramps along state routes are either missing, do not comply with federal law or lack warnings such as bumps that the blind can feel underfoot.



The conditions, they say, are dangerous and can force wheelchair users, for example, to detour onto streets.

Hundreds of thousands of Californians with disabilities will be affected by the agreement. At least 300,000 people in the state have serious vision impairments, 350,000 use wheelchairs, and about 700,000 rely on walkers, canes or crutches. The numbers are expected to increase significantly as the baby boom generation ages.

"This settlement is a win-win," said Gov. Arnold Schwarzenegger. "It would be inexcusable to continue to delay these modifications. Instead of debating this through the legal process for the next decade, costing millions of taxpayer dollars, we are taking action to get this work completed."

The settlement will pay for remedying access problems at tens of thousands of sites along Caltrans sidewalks and at other pedestrian facilities. Department officials said the money would come from the State Highway Operation and Protection Program, a pool of state and federal funds.

Under the agreement, the state will spend \$25 million per year for the first five years, \$35 million per year for the next 10 years, \$40 million per year for the 10 years after that, and \$45 million per year for the final five years.

The amount is far greater than the \$10 million a year Caltrans had budgeted to bring walkways and other pedestrian facilities into compliance.

In addition, Caltrans agreed to upgrade existing curb ramps that do not comply with access laws, and to install curb ramps where needed when existing roads are resurfaced or reconstructed. Similarly, Caltrans must comply with state and federal access laws for new construction and provide temporary pedestrian routes around those sites that can be used by everyone.

Former Caltrans Director Will Kempton estimated in 2008 that the agency needed to install about 10,000 curb ramps statewide, retrofit about 50,000 existing curb ramps, reconstruct hundreds of miles of sidewalk and modify pedestrian crossings at 15,000 intersections, including the installation of audible signals for the blind.

Before it is finalized, the settlement proposal needs to be reviewed by a federal judge, participants in the class-action suit and the U.S. Department of Justice. The court also must approve legal fees and costs to be paid by Caltrans. The estimates range between \$3.75 million and \$8.75 million.

"This settlement is unprecedented in terms of its money and scope," said Mary-Lee Kimber, an attorney for Disability Rights Advocates. "We commend Caltrans. Improving sidewalks is a major step toward integrating people with disabilities into the community at large."

Californians for Disability Rights Inc., the California Council for the Blind, Rockwell, and Dimitri Belser, 51, of Berkeley, who has a vision impairment, filed the federal lawsuit in August 2006. They alleged that Caltrans had violated the 1990 Americans with Disabilities Act, a federal law that requires improvements in accessibility whenever sidewalks or other pedestrian facilities are built or undergo major repairs.

The lawsuits specifically mention Pacific Coast Highway in Long Beach and California 13, known in Berkeley as Ashby Avenue. Shortly after the case against Caltrans went to trial in September, U.S. District Judge Sandra Brown Armstrong discontinued the testimony and ordered both sides to discuss the

possibility of a settlement. "We have always been trying to comply with the Americans with Disabilities Act," said Ronald Beals, Caltrans' chief counsel. "But we knew there were needs out there and we wanted to do the best we could to work with the community. I think we can fix most of these problems."

dan.weikel@latimes.com

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APPENDIX C

Maintenance Standards for All 5 Local Jurisdictions

Sidewalk Maintenance Standards (1,2)

Agreed upon by all 5 local jurisdictions in Santa Cruz County Dec 2010 for county-wide maintenance standards to be included in outreach materials.

	Vertical Separation	Horizontal Separation	Ramping	Obstacles	Continuous Width	Surface
All jurisdiction agreed upon standards	Not exceed ½ inch	Not exceed ½ inch	(3)	Sidewalk must be kept clear to the back of the sidewalk and at least 7' tall, including vegetation and protruding objects	(3)	Sidewalk surface must be firm, stable, slip resistant and debris-free
SOURCES:						
Capitola (4)	Not exceed ½ inch	Not exceed ½ inch	Cross slope not exceed 2%	3' clearance around above- grade obstacles		
Santa Cruz (4)	Not exceed ½ inch	Not exceed 3/8 inch	Not rise or dip 1" vertical to 8" horizontal in conjunction with a vertical separation	No encroachment of ground cover or shrubs into sidewalk		
Scotts Valley (4)	n/a	n/a	n/a	n/a		
Watsonville (4)	Not exceed ½ inch	Not exceed ½ inch	Cross slope not exceed 2%	Minimum of 36" clear around obstacle		
Unincorporated County (4)	n/a	n/a	ADA compliance required	ADA compliance required		
Corvallis, OR (4)	Not exceed 1 inch	Not exceed 1 inch	Cross slope not to exceed ¾" vertical to 1' horizontal	n/a		
Fairfield, OH (4)	Not exceed ½ inch	Not exceed ½ inch	Cross slope not to exceed ¾" vertical to 1' horizontal	Water/gas stop boxes must be at proper grade		
San Jose, CA (4)	Not exceed ½ inch	Not exceed 1 inch	Not rise or dip 1" vertical to 8" horizontal in conjunction with a vertical separation	n/a		
Access Board Draft Guidelines (ADAGG)	Not exceed ½ inch	Not exceed ½ inch	Cross slope not exceed 2%	Protruding objects shall not reduce clear width as required for ped access routes	4'	Firm, stable and slip resistant
Access Board's draft Public ROW Accessibility Guidelines (PROWAG) (5)	Not to exceed ½ inch	Not exceed ½ inch	Cross slope not exceed 2%	Protruding objects shall not reduce clear width as required for ped access routes	4'	

Notes:

1. Chart covers maintenance only. New construction must adhere to current ADA standards
2. Old/grandfathered construction must be improved to ADA standards at time of "major" improvements
3. It was agreed that these items are not necessary to include in outreach materials for the general public
4. Jurisdiction standards came from each local ordinance or from the policies generally accepted by each governing agency
5. PROWAG standards most likely to be adopted at the federal, state and eventually the local level

n/a – not available

APPENDIX D

Popular Origins and Destination for Seniors and People with Disabilities

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 Palo Alto Medical Foundation of Santa Cruz **Error! Bookmark not defined.**

 Palo Alto Medical Foundation of Santa Cruz **Error! Bookmark not defined.**

ORIGINS

Palo Alto Medical Foundation of Santa Cruz – Physical Therapy 27

Senior Citizens Legal Services 35

Sutter Maternity & Surgery Center..... 36

Vista Center for the Blind..... 37

Watsonville Community Hospital 38

Watsonville Nursing and Rehabilitation Centers..... 39

Watsonville Pharmacy 40

Watsonville Senior Center 41

Origins

Aegis Retirement Community

125 Heather Terrace, Aptos, CA



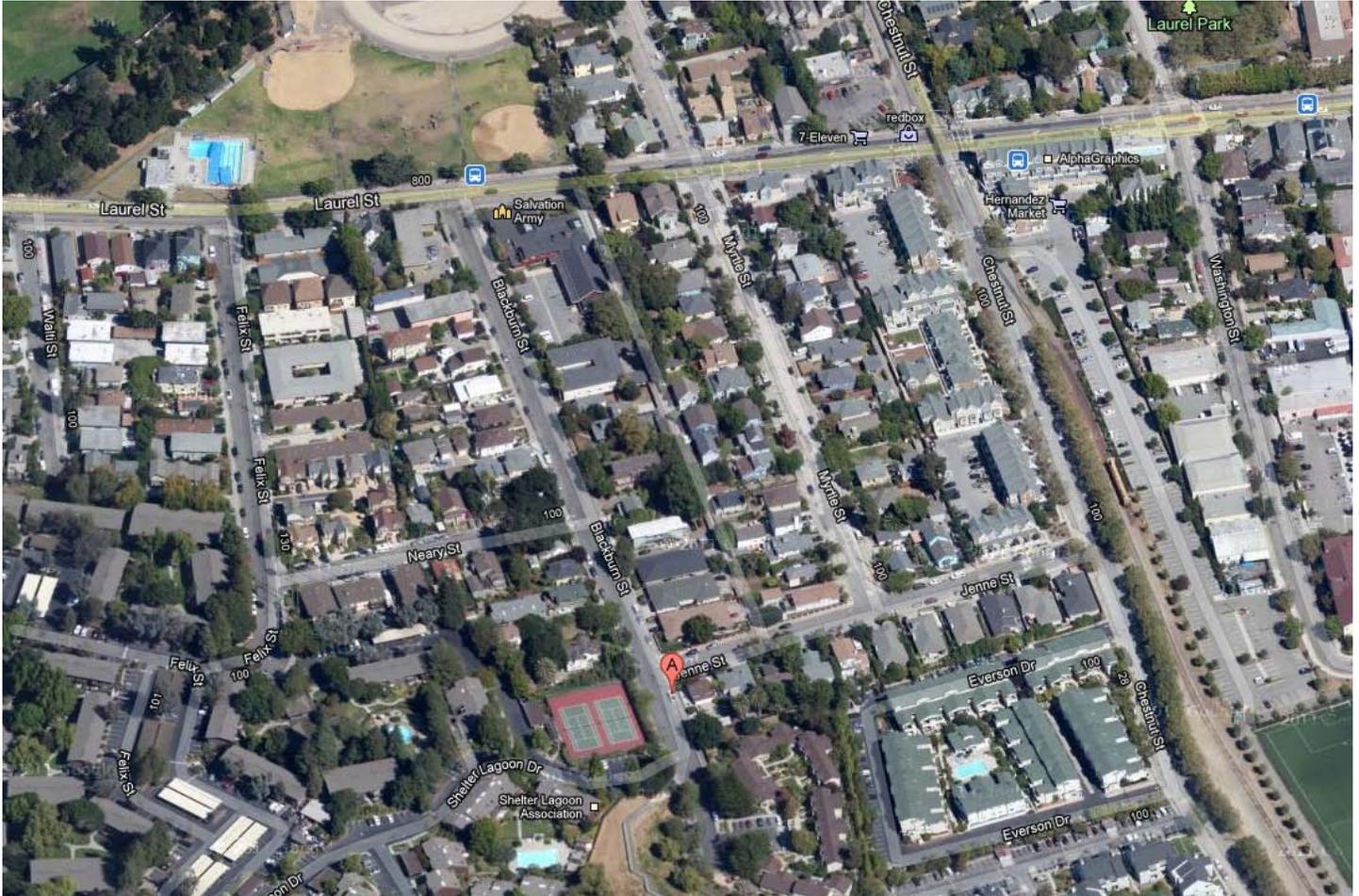
Nearest Transit Route(s):	Walking Distance to Transit Stop(s):	Estimated Daily Use:
54, 55, 56, 71	50 ft.	N/A

Sidewalk Conditions & Accessibility Issues:

- No crosswalk or protection leading to inbound bus stop (stoplight or crosswalk light)
- No sidewalk for inbound bus stop
- No crosswalk leading to other option for inbound bus stop

Arbor Cove Senior Commons

84 Blackburn St, Santa Cruz, CA



Nearest Transit Route(s):	Walking Distance to Transit Stop(s):	Estimated Daily Use:
12, 15, 16, 40, 41, 42	1000 ft.	N/A
<p>Sidewalk Conditions & Accessibility Issues:</p> <ul style="list-style-type: none"> - Sidewalk facilities inconsistent, people travel in street - Crossing Laurel challenging - Need curb cut at bus stop at pool area - Long distance from housing to bus stop on Laurel 		

Capitola Manor

1098 38th Ave, Santa Cruz, CA



Nearest Transit Route(s):	Walking Distance to Transit Stop(s):	Estimated Daily Use:
66, 68	300 ft., 1000 ft.	N/A
<p>Sidewalk Conditions & Accessibility Issues:</p> <ul style="list-style-type: none"> - Uneven pavement - Narrow sidewalk - Complicated to get to bus toward downtown Santa Cruz 		

Dominican Oaks

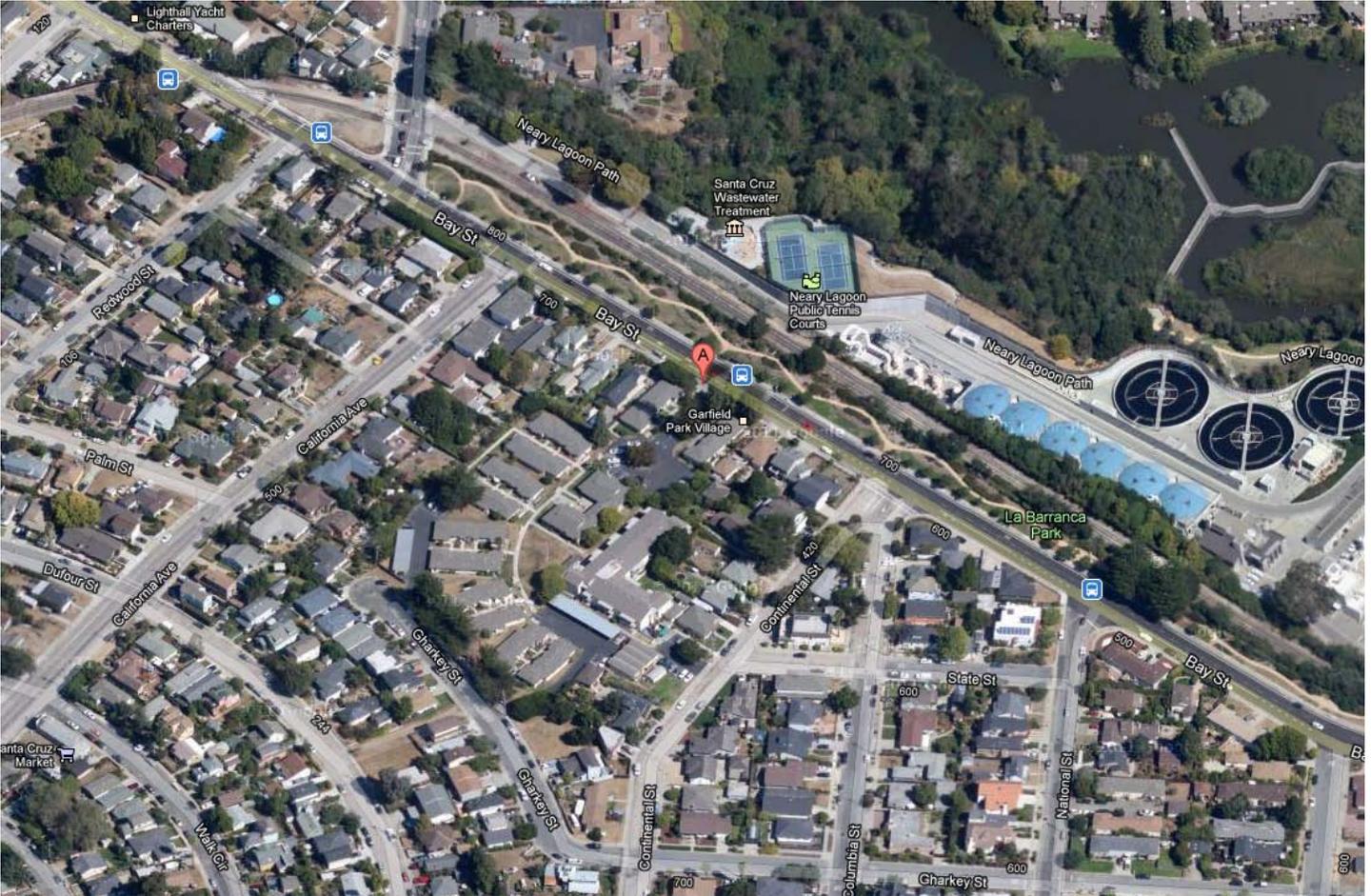
3400 Paul Sweet Rd, Santa Cruz, CA



Nearest Transit Route(s):	Walking Distance to Transit Stop(s):	Estimated Daily Use:
17, 71	1500 ft., 2000 ft.	N/A
Sidewalk Conditions & Accessibility Issues: <ul style="list-style-type: none"> - Long distance to bus stop/routes on Soquel - Crossing at Soquel difficult - Break(s) in sidewalk on Paul Sweet Rd 		

Garfield Park Village

721 Bay St, Santa Cruz, CA



Nearest Transit Route(s):	Walking Distance to Transit Stop(s):	Estimated Daily Use:
3, 7, 9	400 ft., 800 ft.	N/A
Sidewalk Conditions & Accessibility Issues:		
<ul style="list-style-type: none"> - Difficult to get to Safeway/shopping 		

Independence Square

1355 Madison St, Watsonville, CA



Nearest Transit Route(s):	Walking Distance to Transit Stop(s):	Estimated Daily Use:
69, 71	1600 ft.	N/A
<p>Sidewalk Conditions & Accessibility Issues:</p> <ul style="list-style-type: none"> - Long distance to bus stop - Unsafe “shortcut” on unpaved path - Return bus service to facility 		

La Posada

609 Frederick St, Santa Cruz, CA



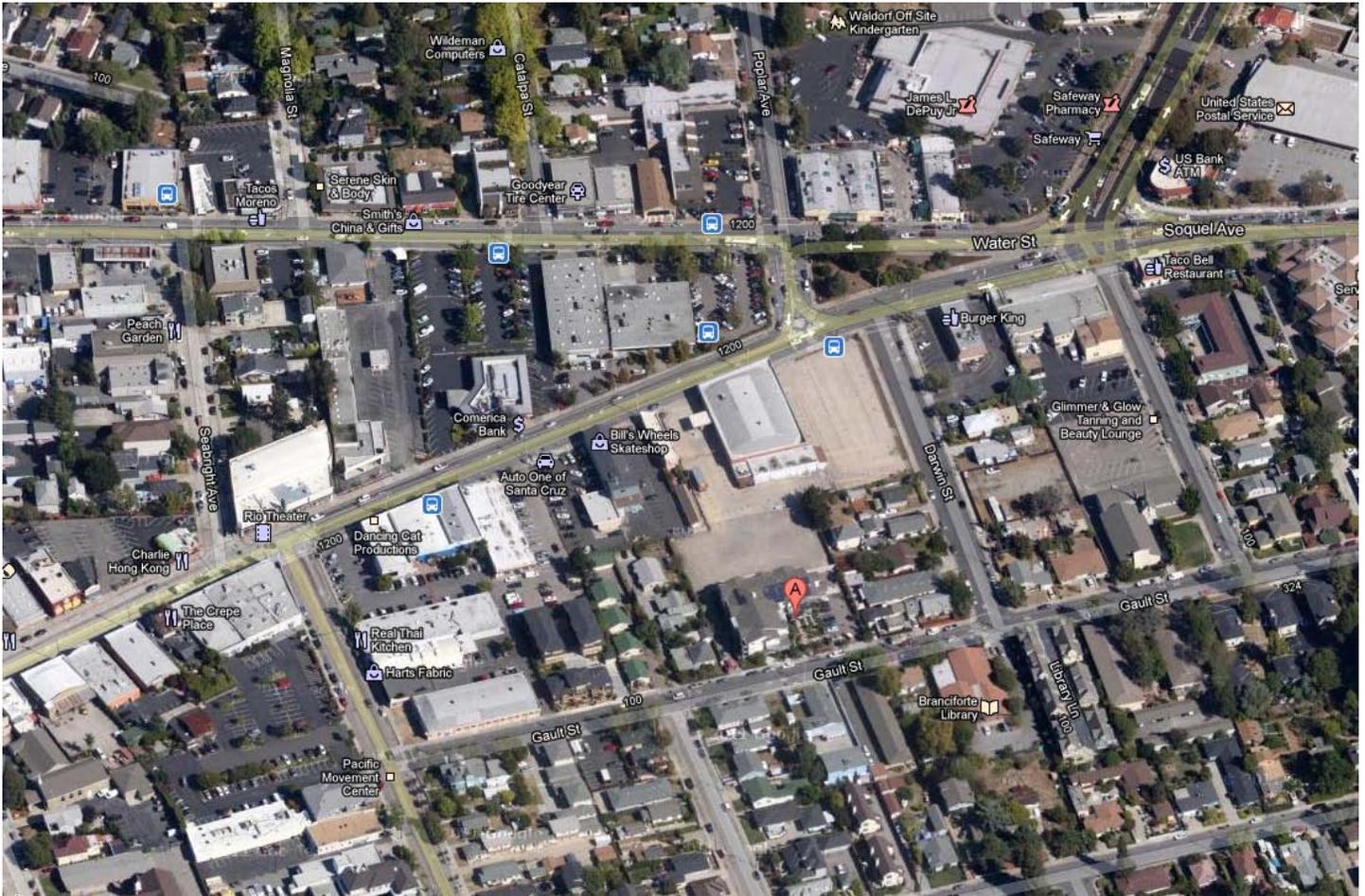
Nearest Transit Route(s):	Walking Distance to Transit Stop(s):	Estimated Daily Use:
66, 69, 70, 71	1200 ft.	

Sidewalk Conditions & Accessibility Issues:

- Long distance to bus stops with frequent service on Soquel
- Changes in street slopes problematic
- Cracks/uneven/poor sidewalk condition
- Curb cuts lacking
- 2nd Crossing needed at Soquel
- Sidewalk narrow @ Soquel
- Subject to flooding

Mercy Housing California

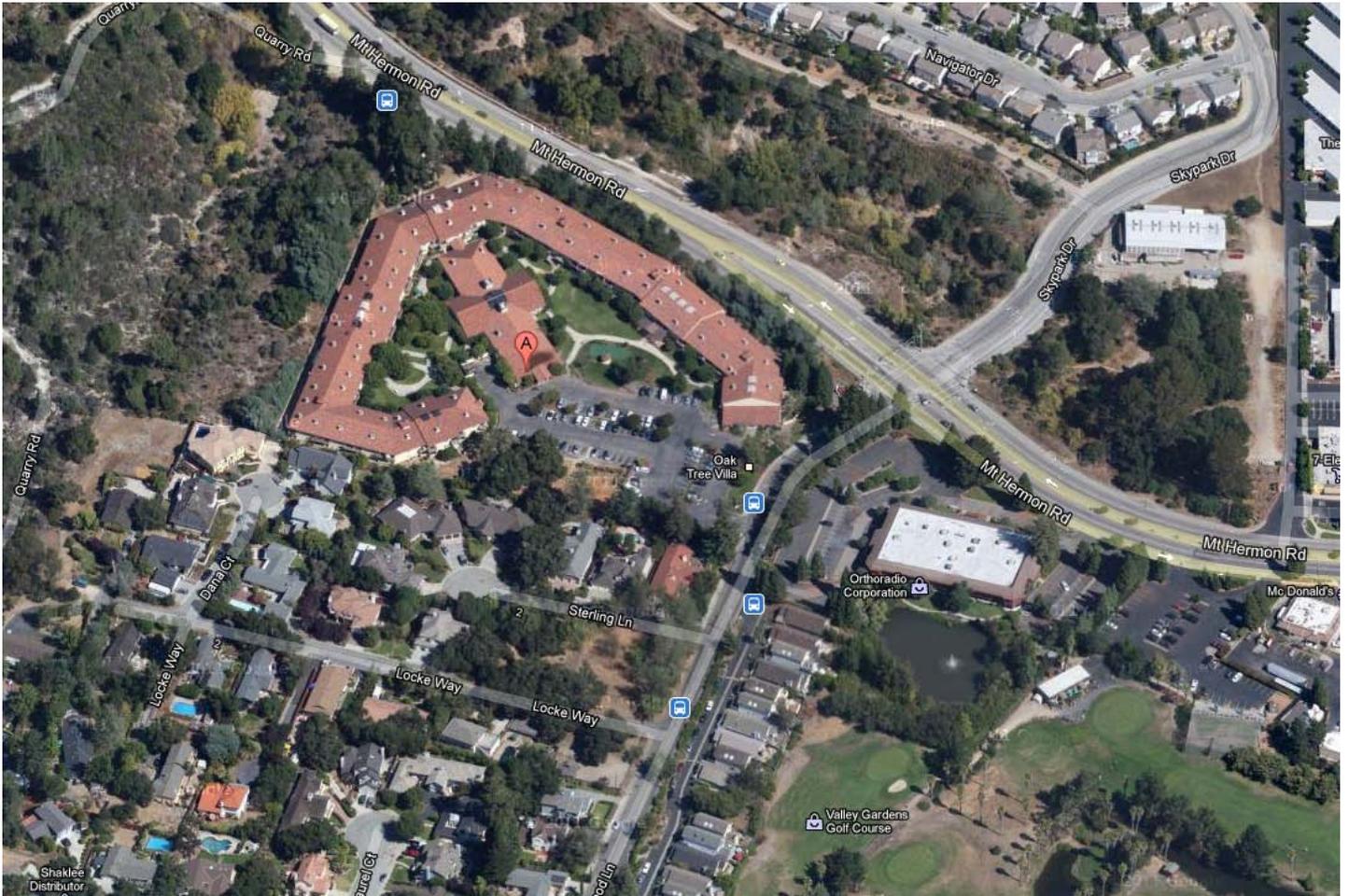
211 Gault St, Santa Cruz, CA



Nearest Transit Route(s):	Walking Distance to Transit Stop(s):	Estimated Daily Use:
9, 66, 69, 70, 71, 91X	1000 ft., 1200 ft.	N/A
<p>Sidewalk Conditions & Accessibility Issues:</p> <ul style="list-style-type: none"> - Long distance to get to bus service on Soquel - Sidewalk not detectable underfoot (no truncated domes) - Rough road - Sidewalk leading to crosswalk blocked (not 36 inches wide) 		

Oak Tree Villa

100 Lockwood Ln, Scotts Valley, CA



Nearest Transit Route(s):	Walking Distance to Transit Stop(s):	Estimated Daily Use:
30	50 ft.	N/A
<p>Sidewalk Conditions & Accessibility Issues:</p> <ul style="list-style-type: none"> - No crosswalk to reach outbound bus stop - No sidewalk or shelter for outbound bus stop - Sidewalk rough - Other bus stops inaccessible; no sidewalk routes 		

Pajaro Vista

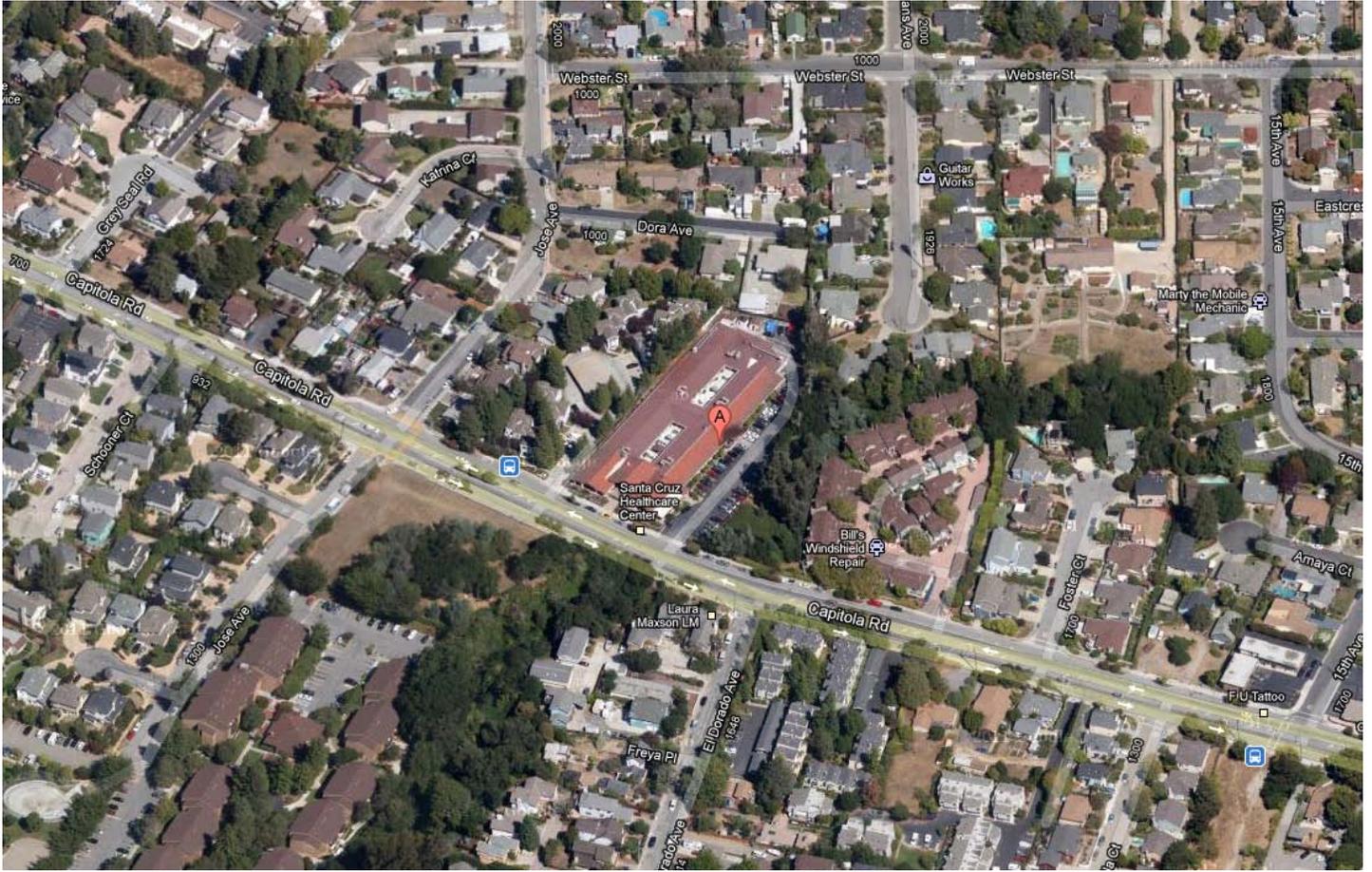
1955 Pajaro Ln, Freedom, CA



Nearest Transit Route(s):	Walking Distance to Transit Stop(s):	Estimated Daily Use:
71, 72, 75, 76	1000 ft.	N/A
Sidewalk Conditions & Accessibility Issues:		
<ul style="list-style-type: none"> - Long distance to bus - Sidewalk lacking, people go in street - Pedestrians need protection from intimidating truck traffic 		

Santa Cruz Healthcare Center

1115 Capitola Rd, Santa Cruz, CA



Nearest Transit Route(s):	Walking Distance to Transit Stop(s):	Estimated Daily Use:
66, 69	200 ft., 1500 ft.	N/A
Sidewalk Conditions & Accessibility Issues: <ul style="list-style-type: none"> - Steep slope from bus stop to facility 		

Santa Cruz Mission Gardens

90 Grandview St, Santa Cruz, CA



Nearest Transit Route(s):	Walking Distance to Transit Stop(s):	Estimated Daily Use:
3, 7, 19, 40, 42	400 ft., 800 ft.	N/A
Sidewalk Conditions & Accessibility Issues: <ul style="list-style-type: none"> - Need sidewalks and curb cuts 		

Santa Cruz Skill Nursing Center

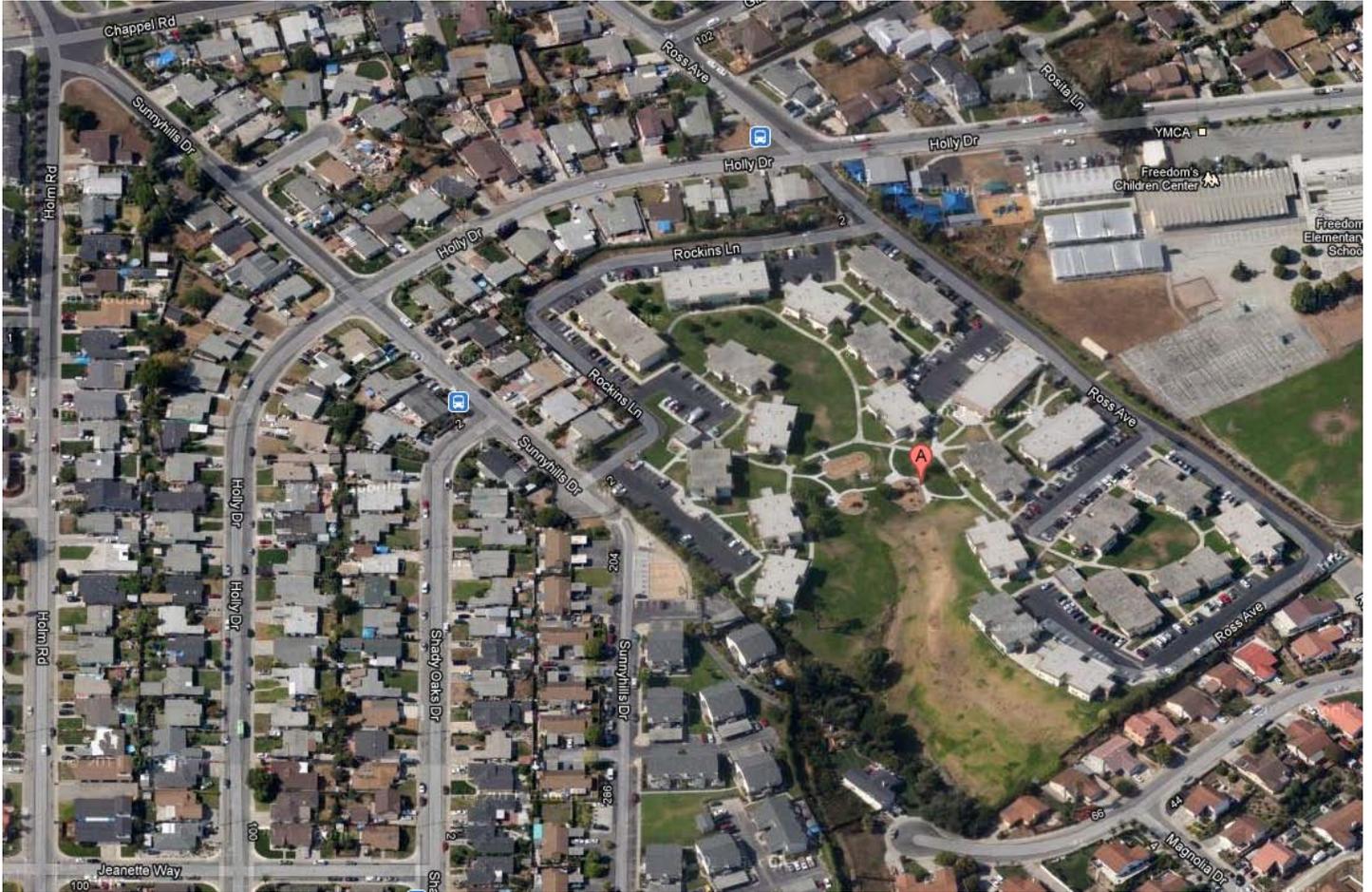
2990 Soquel Ave, Santa Cruz, CA



Nearest Transit Route(s):	Walking Distance to Transit Stop(s):	Estimated Daily Use:
17, 53, 70, 71, 91X	100 ft., 800 ft.	N/A
<p>Sidewalk Conditions & Accessibility Issues:</p> <ul style="list-style-type: none"> - Path to bus stop on out or in bound challenging - Sidewalk small, scooters frequently use bike lane - Infrequent direct bus service - Getting to frequent service bus stop requires riders cross freeway/challenging ped facilities 		

Sunny Meadows Apartments

220 Ross Ave, Freedom, CA



Nearest Transit Route(s):	Walking Distance to Transit Stop(s):	Estimated Daily Use:
74, 76	500 ft., 1200 ft.	N/A
Sidewalk Conditions & Accessibility Issues: <ul style="list-style-type: none"> - Long distance to bus stops with frequent service 		

Sunshine Villa

80 Front St, Santa Cruz, CA



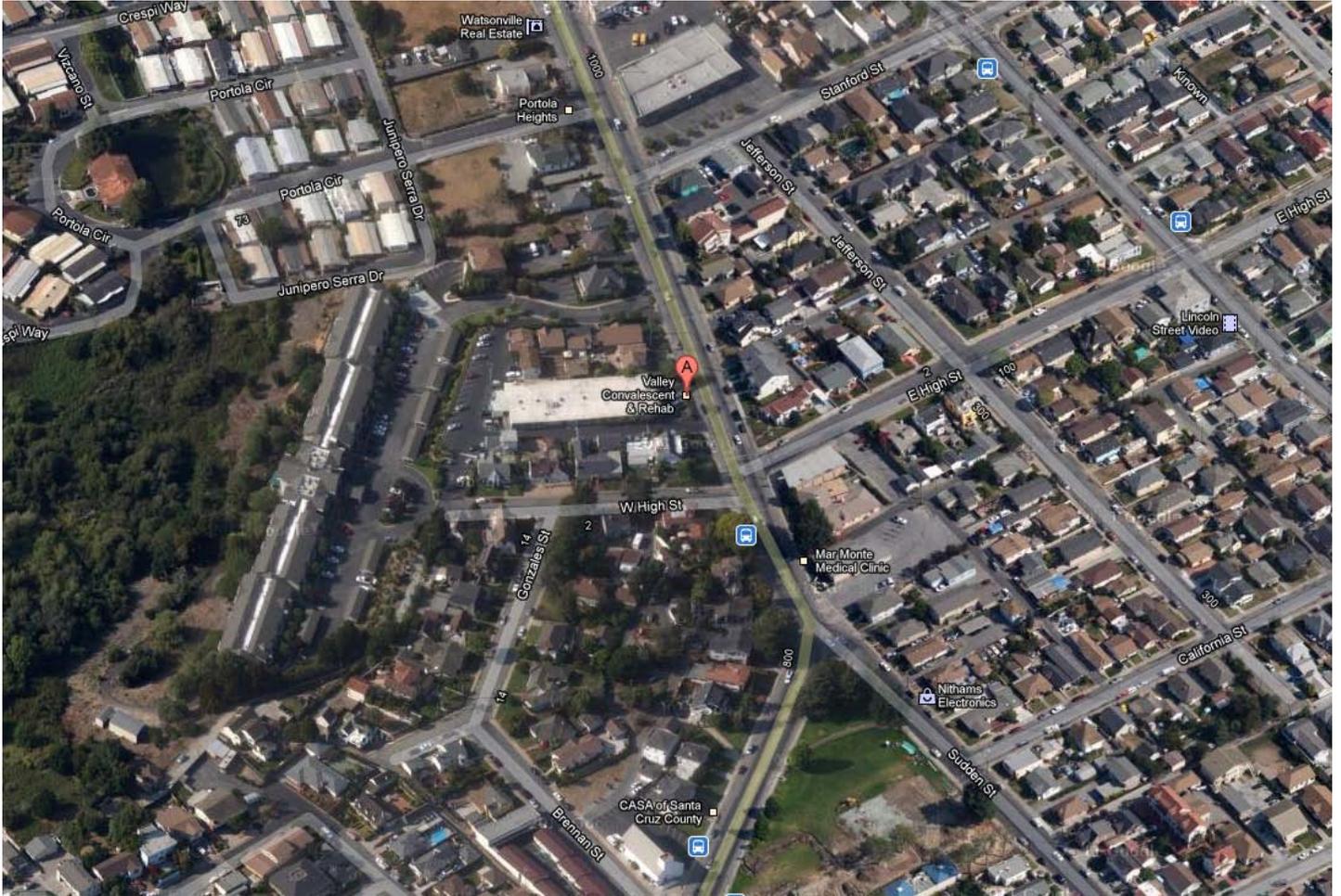
Nearest Transit Route(s):	Walking Distance to Transit Stop(s):	Estimated Daily Use:
3, 19, 20	400 ft., 1000 ft.	N/A

Sidewalk Conditions & Accessibility Issues:

- No curb cut to crosswalk
- Curb cut very rough from the street
- Rough pavement
- Slope too steep
- No landing; landing area for bus stop not level
- Stop sign is an obstruction to crosswalk

Valley Convalescent Hospital

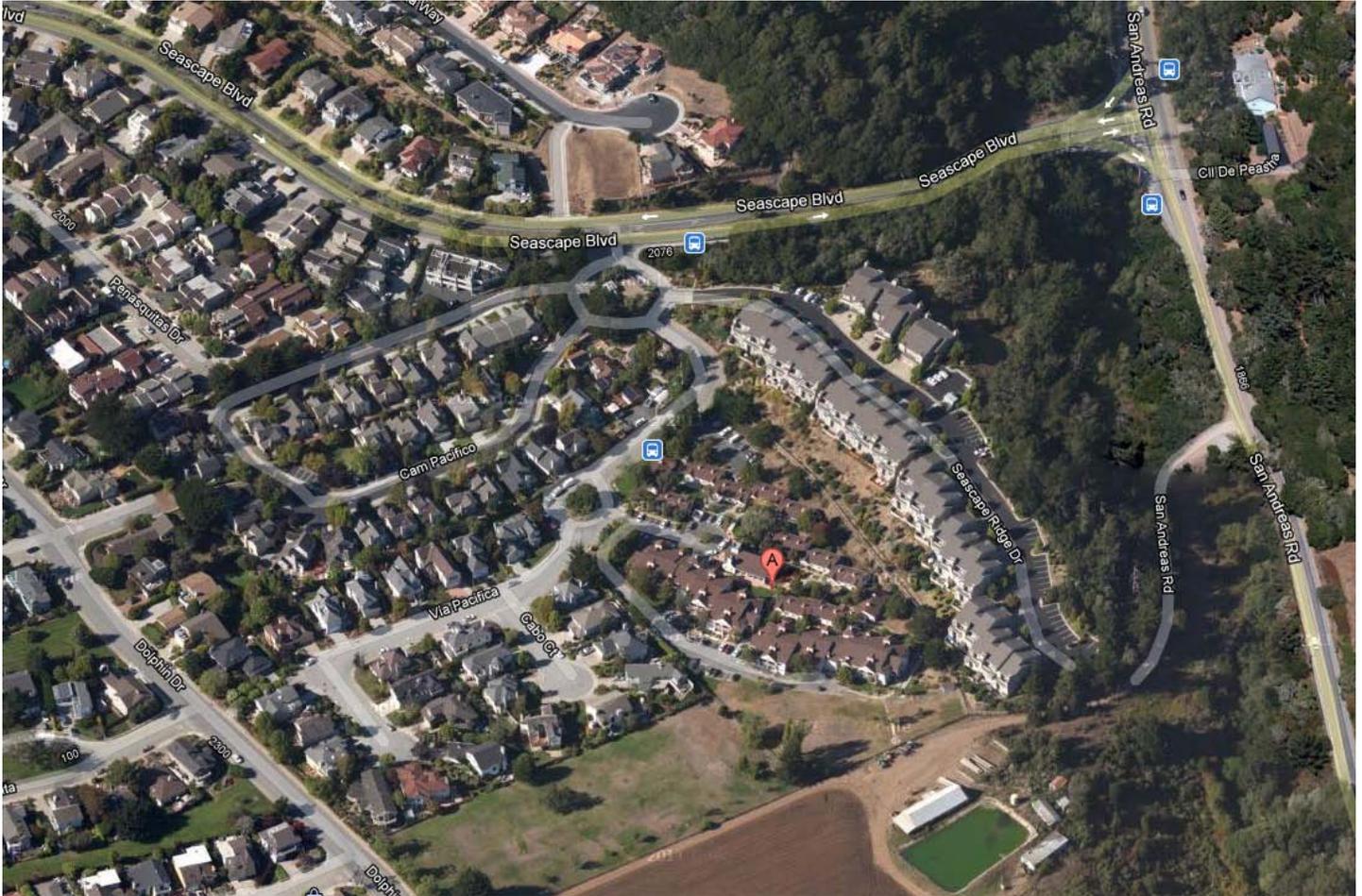
919 Freedom Blvd, Watsonville CA



Nearest Transit Route(s):	Walking Distance to Transit Stop(s):	Estimated Daily Use:
66, 71	500 ft.	N/A
<p>Sidewalk Conditions & Accessibility Issues:</p> <ul style="list-style-type: none"> - Accessible only from back of hospital - Steep access 		

Via Pacifica Gardens Inc.

1860 Via Pacifica, Aptos, CA



Nearest Transit Route(s):	Walking Distance to Transit Stop(s):	Estimated Daily Use:
54, 56	400 ft.	N/A
Sidewalk Conditions & Accessibility Issues:		
<ul style="list-style-type: none"> - Infrequent bus service 		

Destinations

Cabrillo College

6500 Soquel Dr, Aptos, CA



Nearest Transit Route(s):	Walking Distance to Transit Stop(s):	Estimated Daily Use:
54, 55, 56, 69W, 69N, 70, 71, 91X	600 ft.	N/A
<p>Sidewalk Conditions & Accessibility Issues:</p> <ul style="list-style-type: none"> - Hard to understand/navigate campus - More info/signage needed about the shuttle - Hard to figure out where to get off transit 		

Dominican Hospital

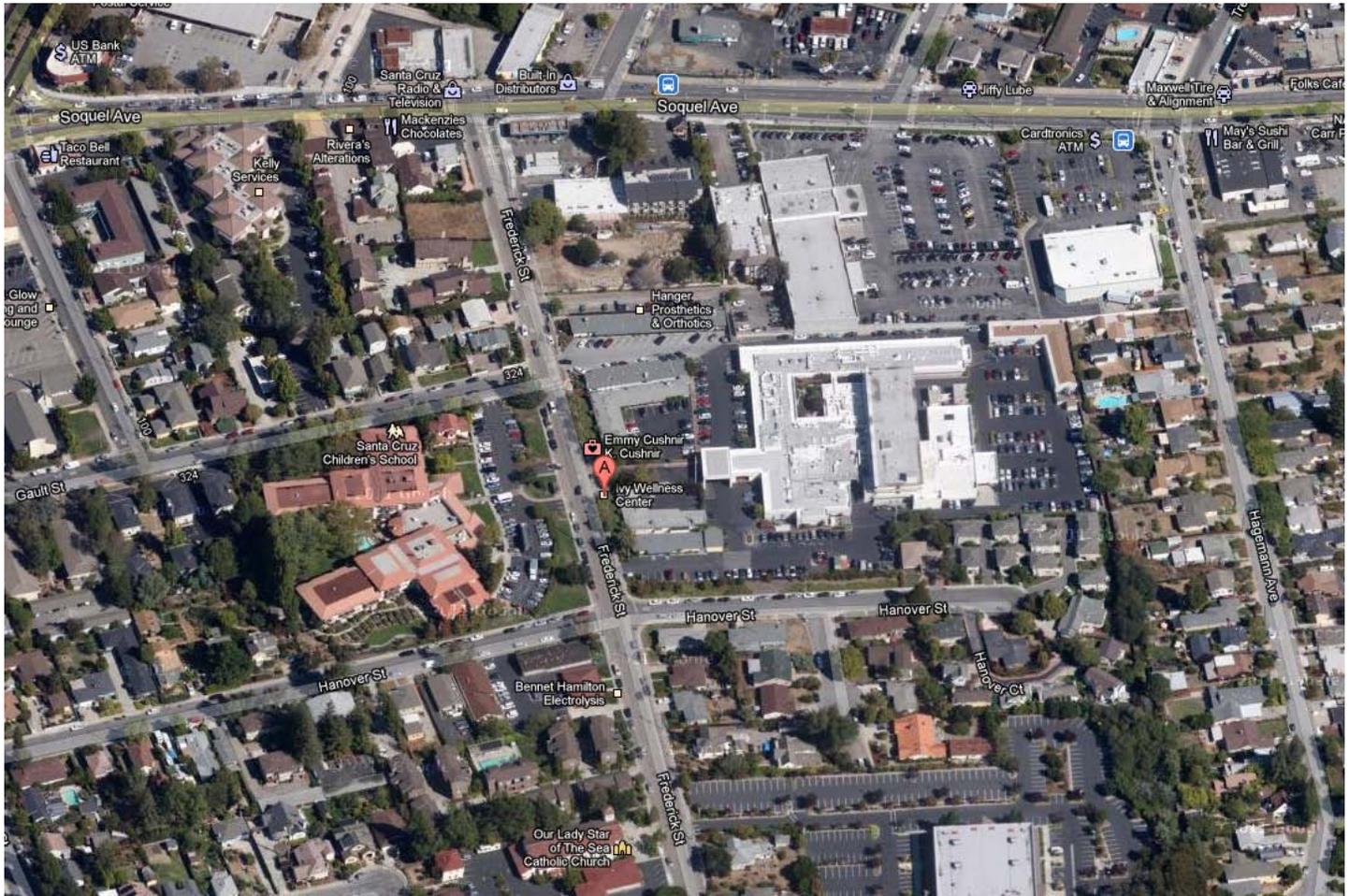
1555 Soquel Dr, Santa Cruz, CA



Nearest Transit Route(s):	Walking Distance to Transit Stop(s):	Estimated Daily Use:
Hwy 17, 53, 70, 71, 91X	600 ft., 200 ft.	1487
Sidewalk Conditions & Accessibility Issues:		
<ul style="list-style-type: none"> - Better walkways needed between hospital and other properties - Shuttle should serve the back side of the bus stop on Soquel 		

Dominican Hospital Rehabilitation Services

610 Frederick St, Santa Cruz, CA



Nearest Transit Route(s):	Walking Distance to Transit Stop(s):	Estimated Daily Use:
66, 69, 70, 71	1000 ft.	515
Sidewalk Conditions & Accessibility Issues: <ul style="list-style-type: none"> - Cracks/uneven/poor sidewalk conditions - Curb cuts lacking - 2nd Crossing needed at Soquel - Sidewalk narrow @ Soquel - Subject to flooding 		

Hope Seniors Facility

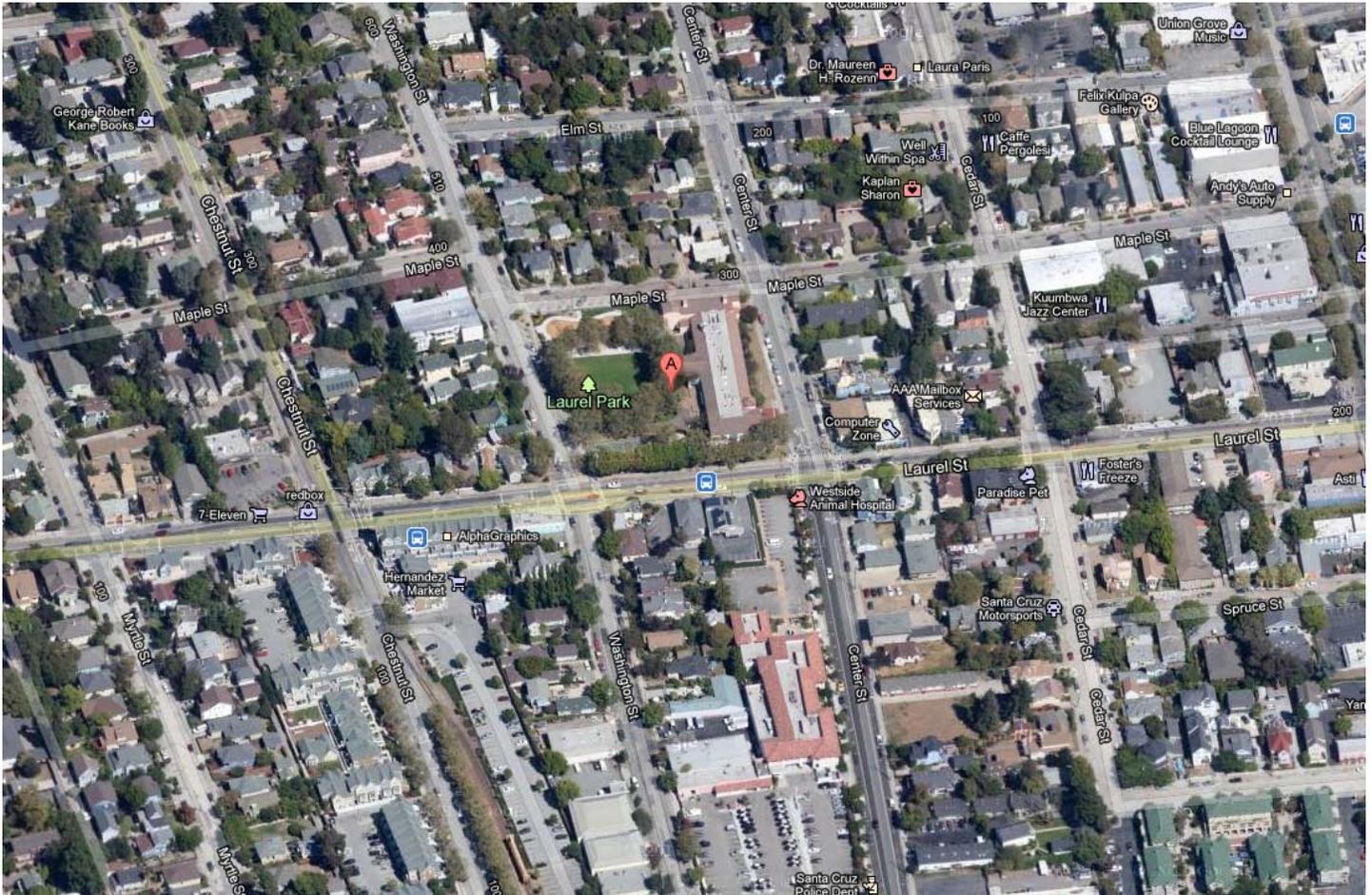
8056 Valencia St, Aptos, CA



Nearest Transit Route(s):	Walking Distance to Transit Stop(s):	Estimated Daily Use:
71	500 ft., 1000 ft.	60
<p>Sidewalk Conditions & Accessibility Issues:</p> <ul style="list-style-type: none"> - No sidewalk at Trout Gulch Rd. 		

Louden Nelson Center

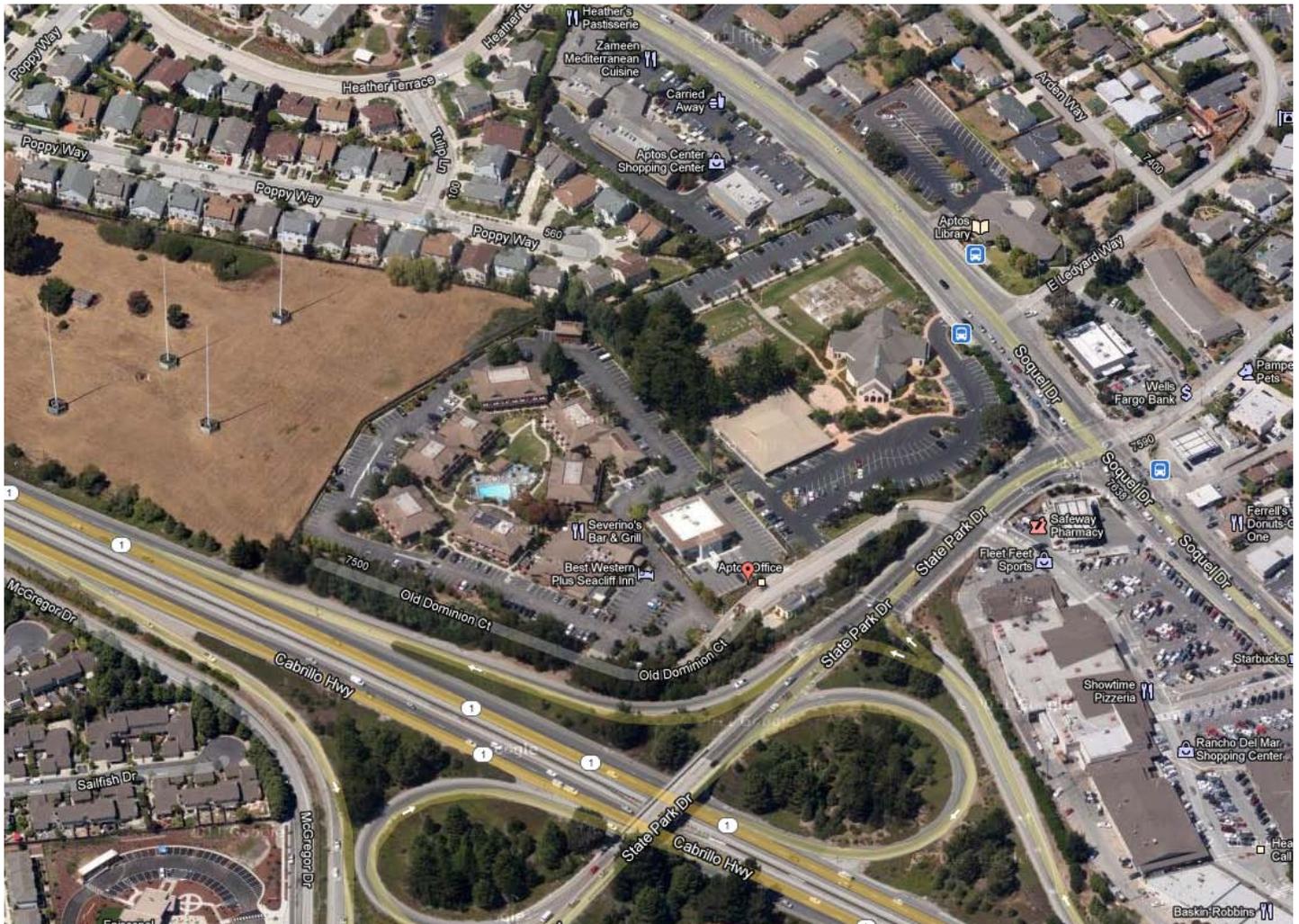
301 Center St, Santa Cruz, CA



Nearest Transit Route(s):	Walking Distance to Transit Stop(s):	Estimated Daily Use:
12, 15, 16, 40, 41, 42	300 ft.	N/A
<p>Sidewalk Conditions & Accessibility Issues:</p> <ul style="list-style-type: none"> - Sidewalk not detectable underfoot (no truncated domes) - Sidewalk leading to crosswalk blocked (not 36 inches wide) - Rough sidewalk, not detectable underfoot (no truncated domes) 		

Palo Alto Medical Foundation of Santa Cruz

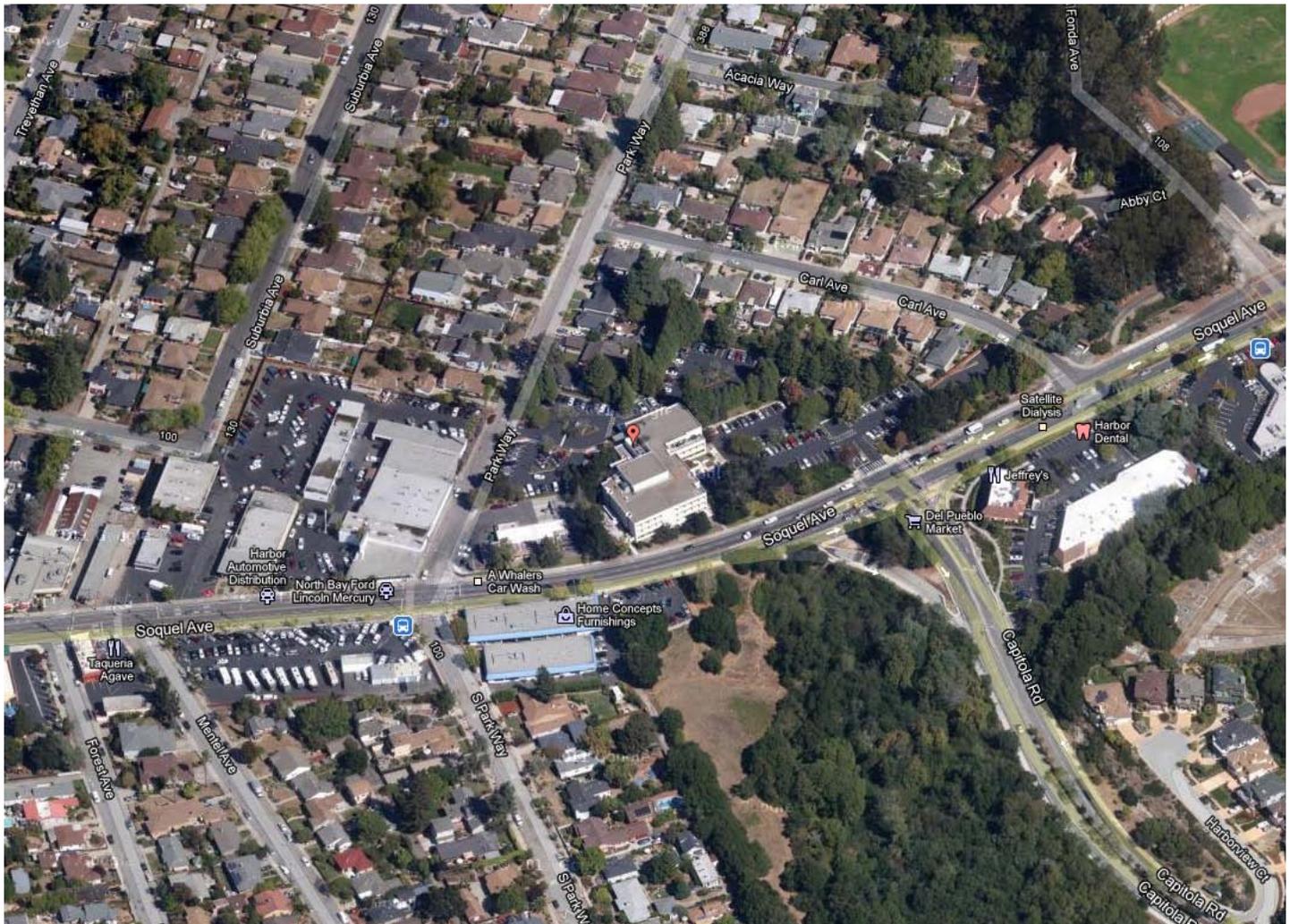
7600 Old Dominion Ct #1, Aptos, CA



Nearest Transit Route(s):	Walking Distance to Transit Stop(s):	Estimated Daily Use:
54, 55, 56, 69W, 71, 91X	800 ft.	62
Sidewalk Conditions & Accessibility Issues:		
<ul style="list-style-type: none"> - Vegetation grows over the path from Soquel 		

Palo Alto Medical Foundation of Santa Cruz

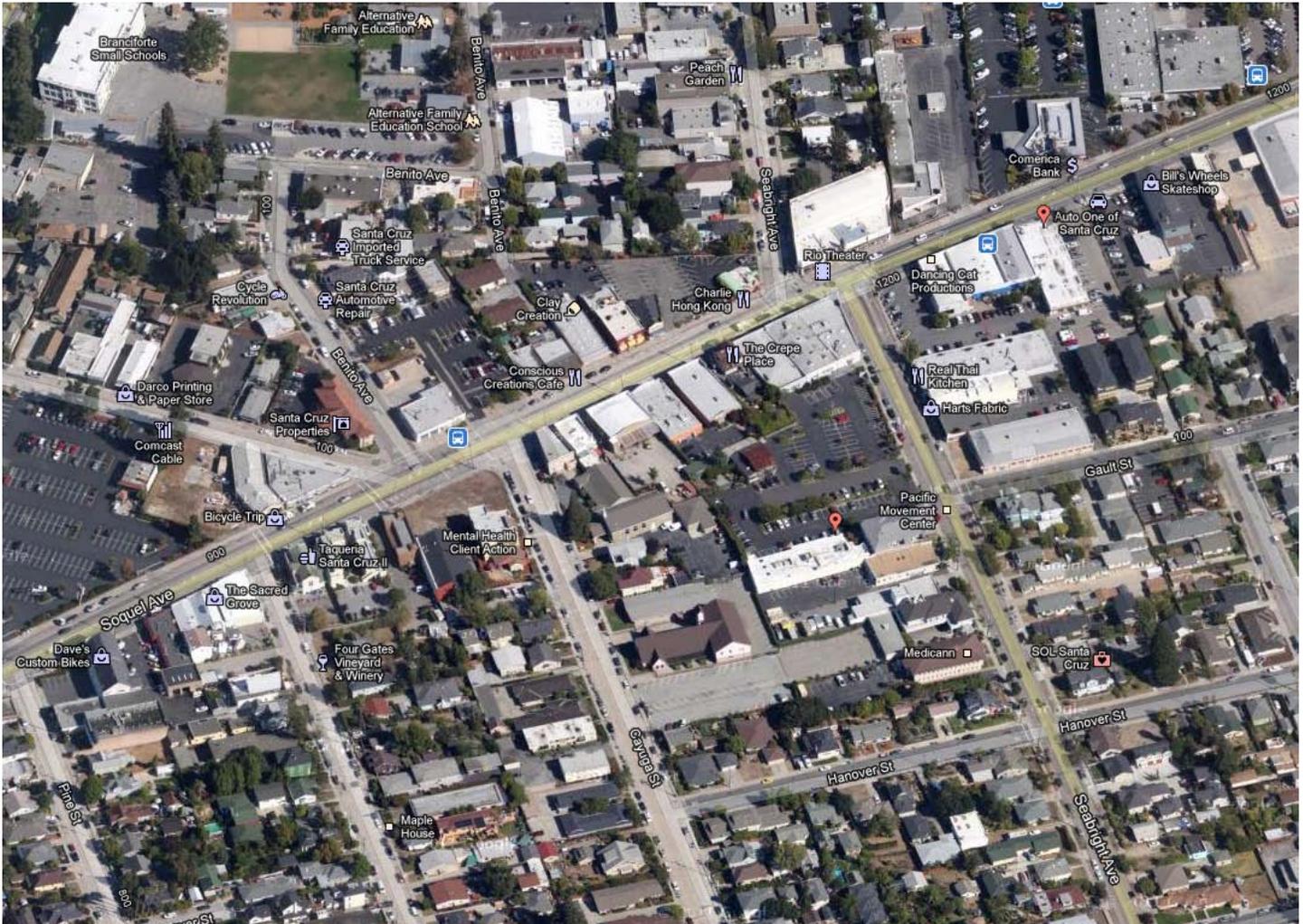
2025 Soquel Ave, Santa Cruz, CA



Nearest Transit Route(s):	Walking Distance to Transit Stop(s):	Estimated Daily Use:
66, 69, 70, 71	300 ft.	219
Sidewalk Conditions & Accessibility Issues:		
<ul style="list-style-type: none"> - Path narrow - Problematic for pedestrians to cross car area at an angle 		

Palo Alto Medical Foundation of Santa Cruz – Physical Therapy

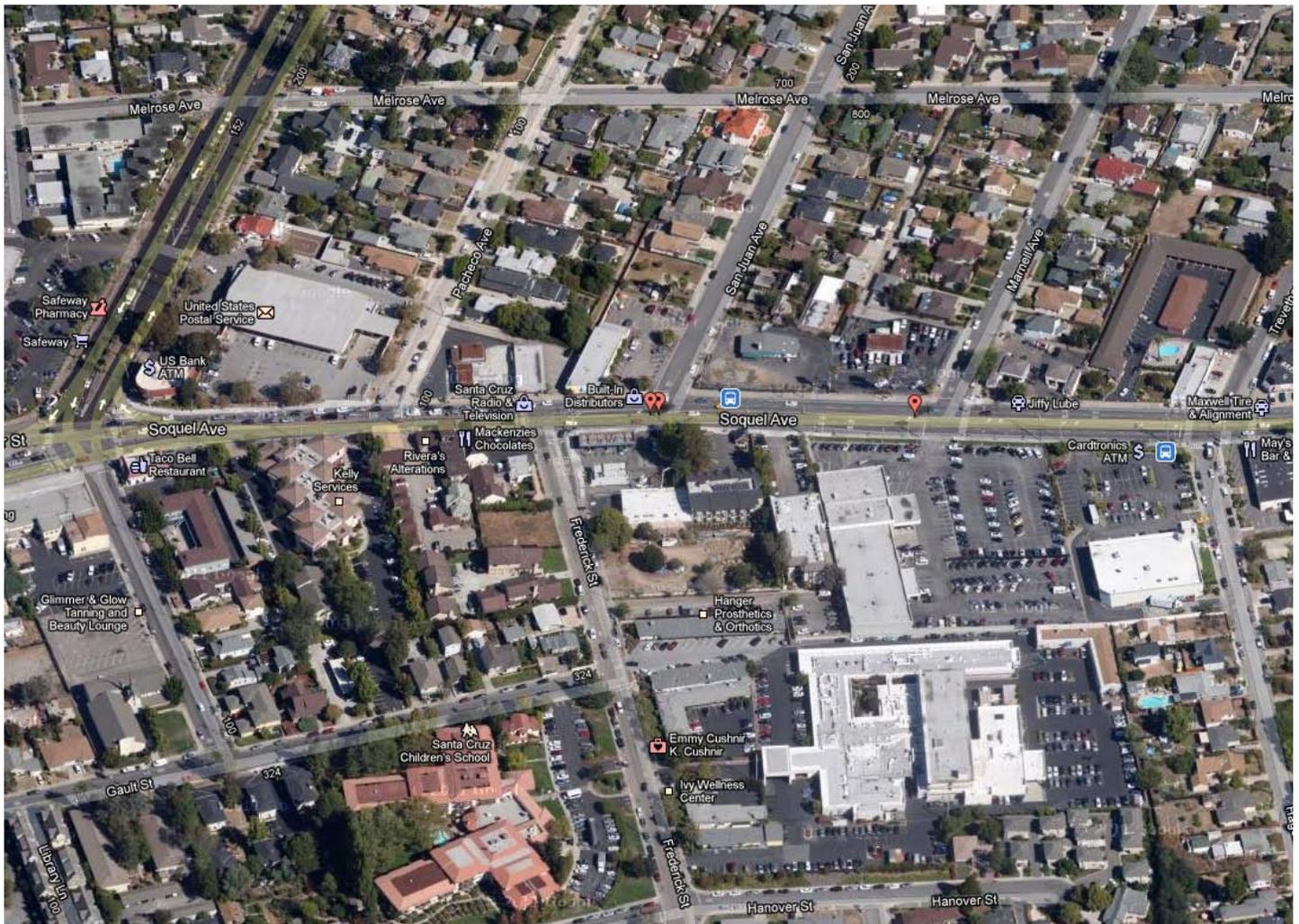
1529 Seabright Ave, Santa Cruz, CA



Nearest Transit Route(s):	Walking Distance to Transit Stop(s):	Estimated Daily Use:
66N, 69	500 ft.	N/A
Sidewalk Conditions & Accessibility Issues: <ul style="list-style-type: none"> - Sidewalk not detectable - Road work, bus stop removed (temporary construction) - Barrier on sidewalk (not 36 inches wide) - Rough sidewalk, not detectable underfoot (no truncated domes) 		

Radiation Oncology Medical Center

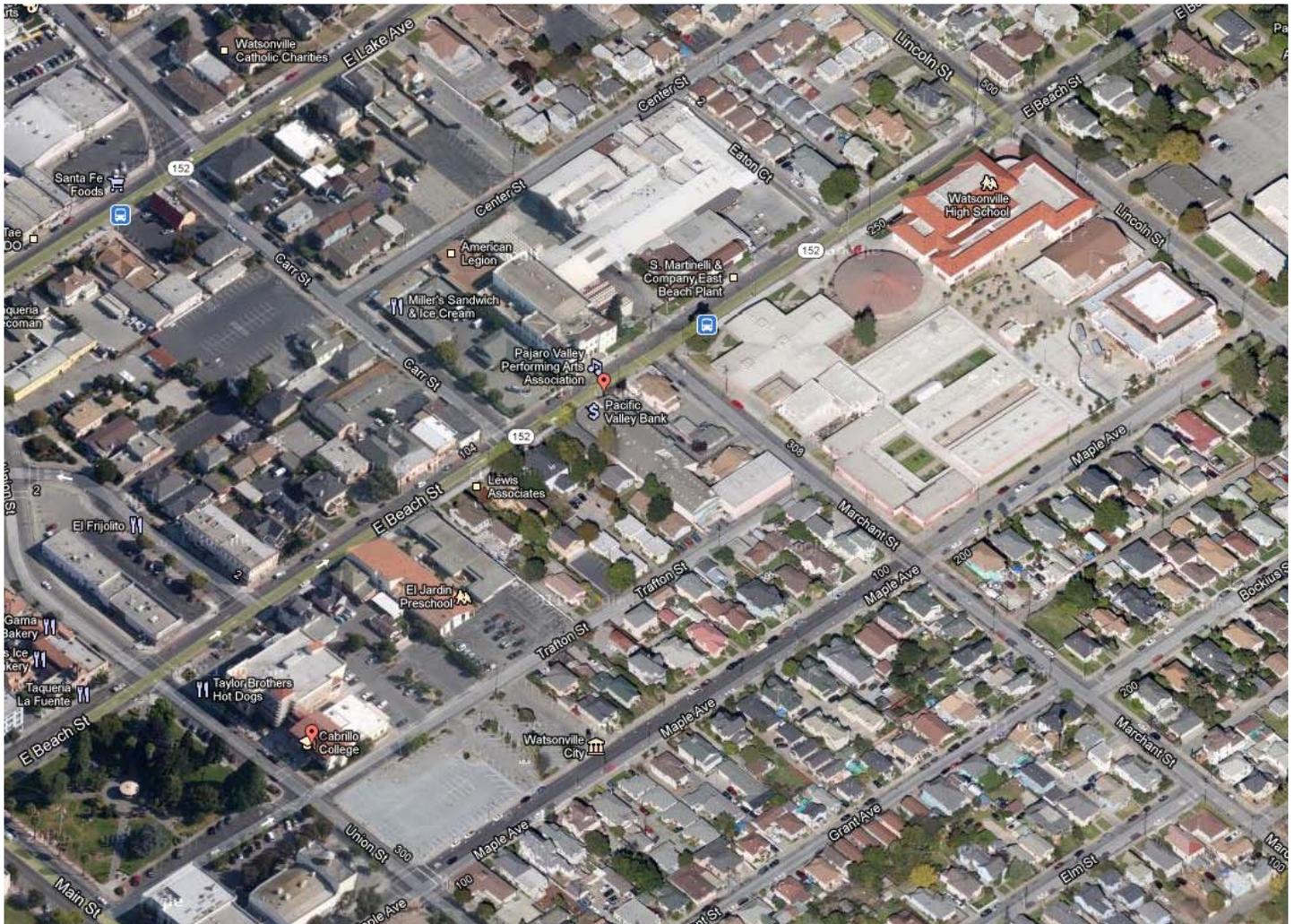
610 Frederick St, Santa Cruz, CA



Nearest Transit Route(s):	Walking Distance to Transit Stop(s):	Estimated Daily Use:
66, 69, 71	1000 ft., 1500 ft.	N/A
Sidewalk Conditions & Accessibility Issues: <ul style="list-style-type: none"> - No audible crossing services at stoplight 		

Salud Para La Gente

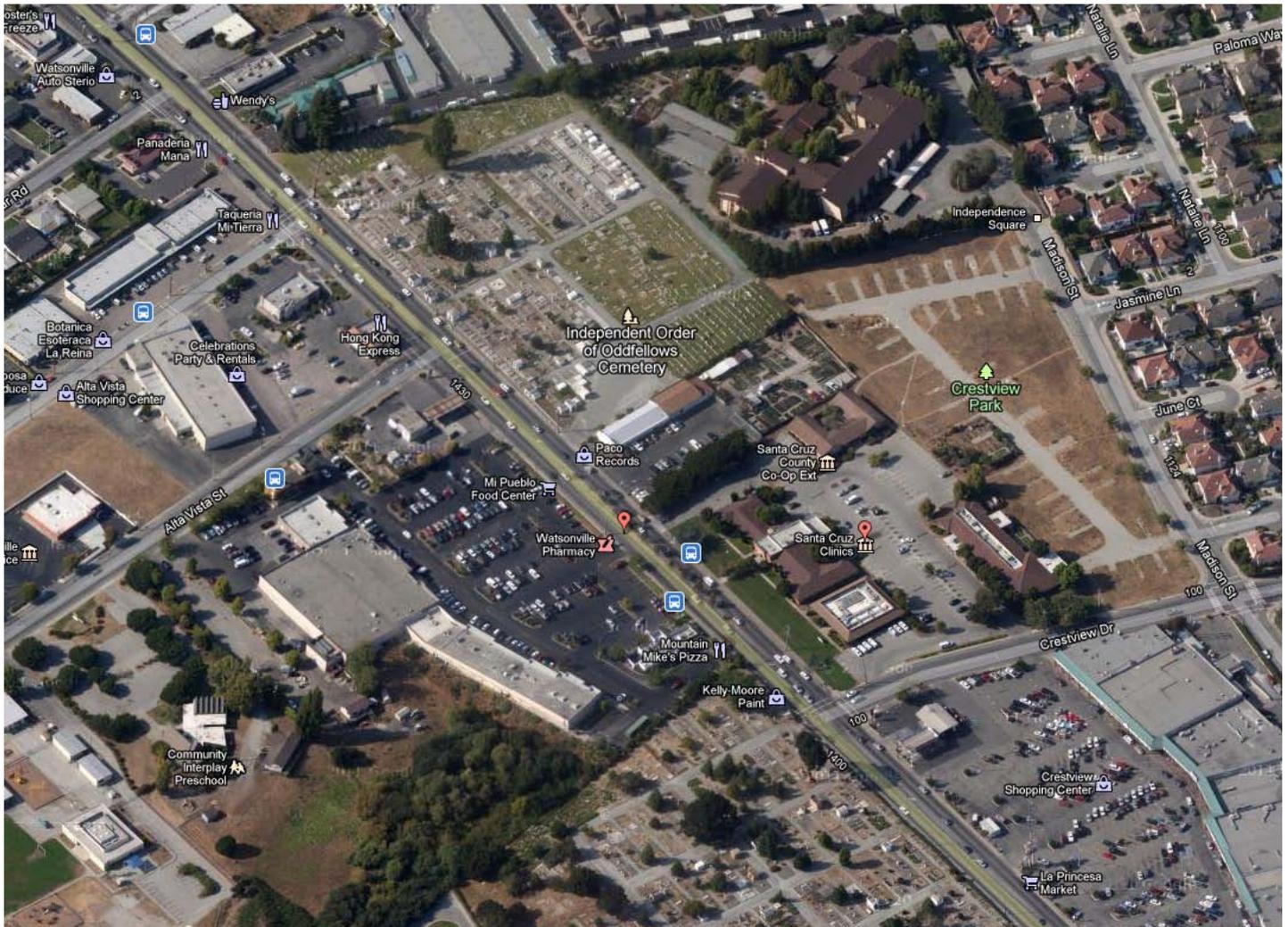
204 E. Beach St, Watsonville, CA



Nearest Transit Route(s):	Walking Distance to Transit Stop(s):	Estimated Daily Use:
69A, 79	50 ft.	N/A
Sidewalk Conditions & Accessibility Issues:		
<ul style="list-style-type: none"> - No stop light, no audible crossing services at crosswalk - No shelter for bus stop 		

Santa Cruz Clinics

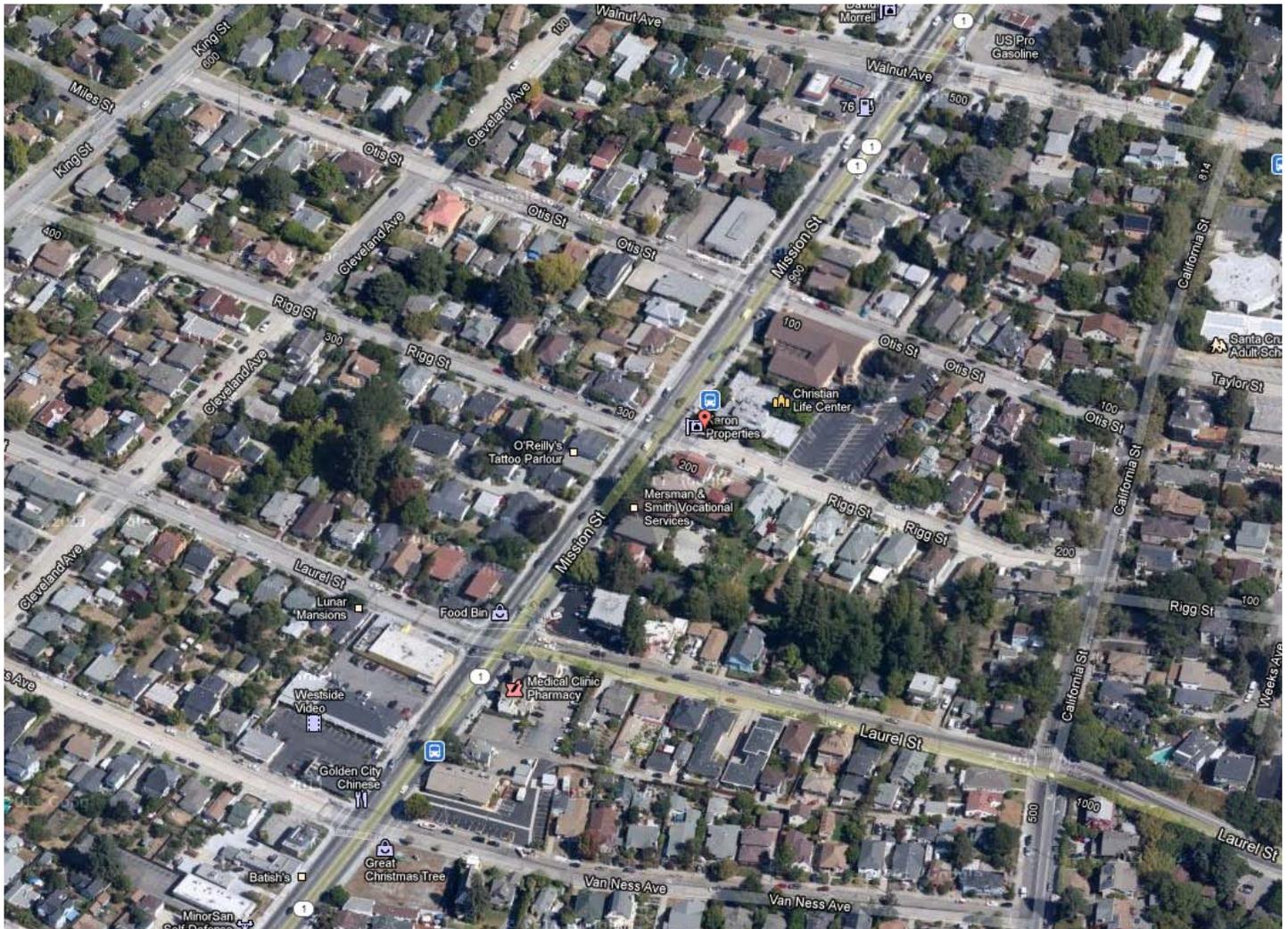
9 Crestview Dr, Watsonville, CA



Nearest Transit Route(s):	Walking Distance to Transit Stop(s):	Estimated Daily Use:
69A, 71	200 ft.	N/A
<p>Sidewalk Conditions & Accessibility Issues:</p> <ul style="list-style-type: none"> - Edge of shelter creates slight obstacle for wheelchairs - Slight obstacles (signs) - Sidewalk not detectable - No shelter for bus stop 		

Santa Cruz Dental Group

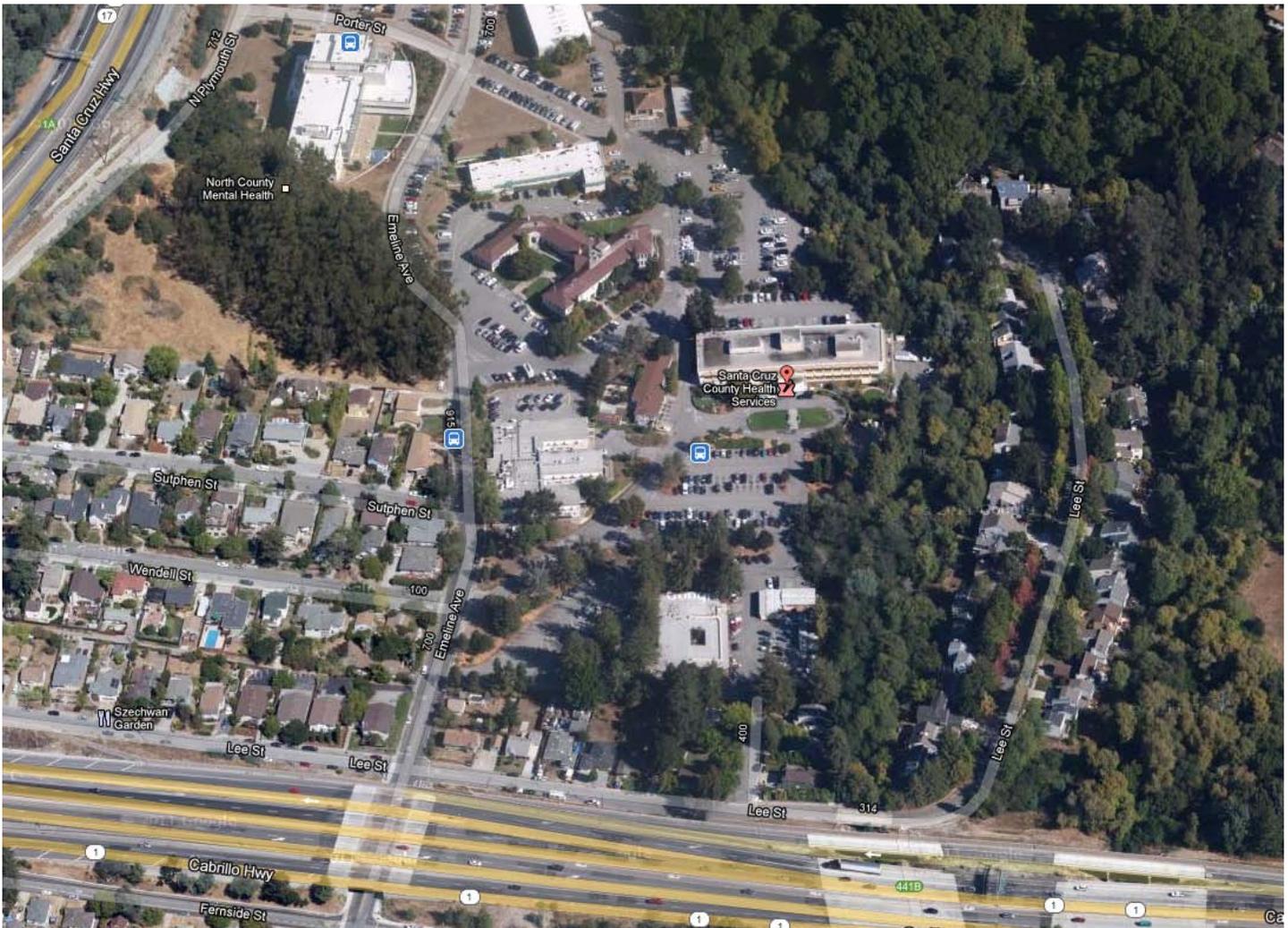
1017 Mission St, Santa Cruz, CA



Nearest Transit Route(s):	Walking Distance to Transit Stop(s):	Estimated Daily Use:
40, 41	50 ft.	N/A
Sidewalk Conditions & Accessibility Issues: <ul style="list-style-type: none"> - No shelter at inbound /outbound bus stop - No direct crosswalk to reach outbound bus stop - Sidewalk not detectable underfoot (no truncated domes) 		

Santa Cruz Health Center

1080 Emeline Ave, Santa Cruz, CA



Nearest Transit Route(s):	Walking Distance to Transit Stop(s):	Estimated Daily Use:
66, 68	300 ft. , 1000 ft.	200
<p>Sidewalk Conditions & Accessibility Issues:</p> <ul style="list-style-type: none"> - Sidewalk paths between bus and between buildings missing in some areas - Railings are narrow - Paths are steep - Bus service infrequent 		

Santa Cruz Medical – Endocrinology

815 Bay Ave, Capitola, CA



Nearest Transit Route(s):	Walking Distance to Transit Stop(s):	Estimated Daily Use:
54	200 ft.	N/A
Sidewalk Conditions & Accessibility Issues:		
<ul style="list-style-type: none"> - Path from bus to facility challenging (facility in back of parking lot) - Bus service on Bay Ave infrequent - Path from frequent bus service on Soquel dangerous (cross on ramps, under freeway) 		

Santa Cruz Medical Clinic

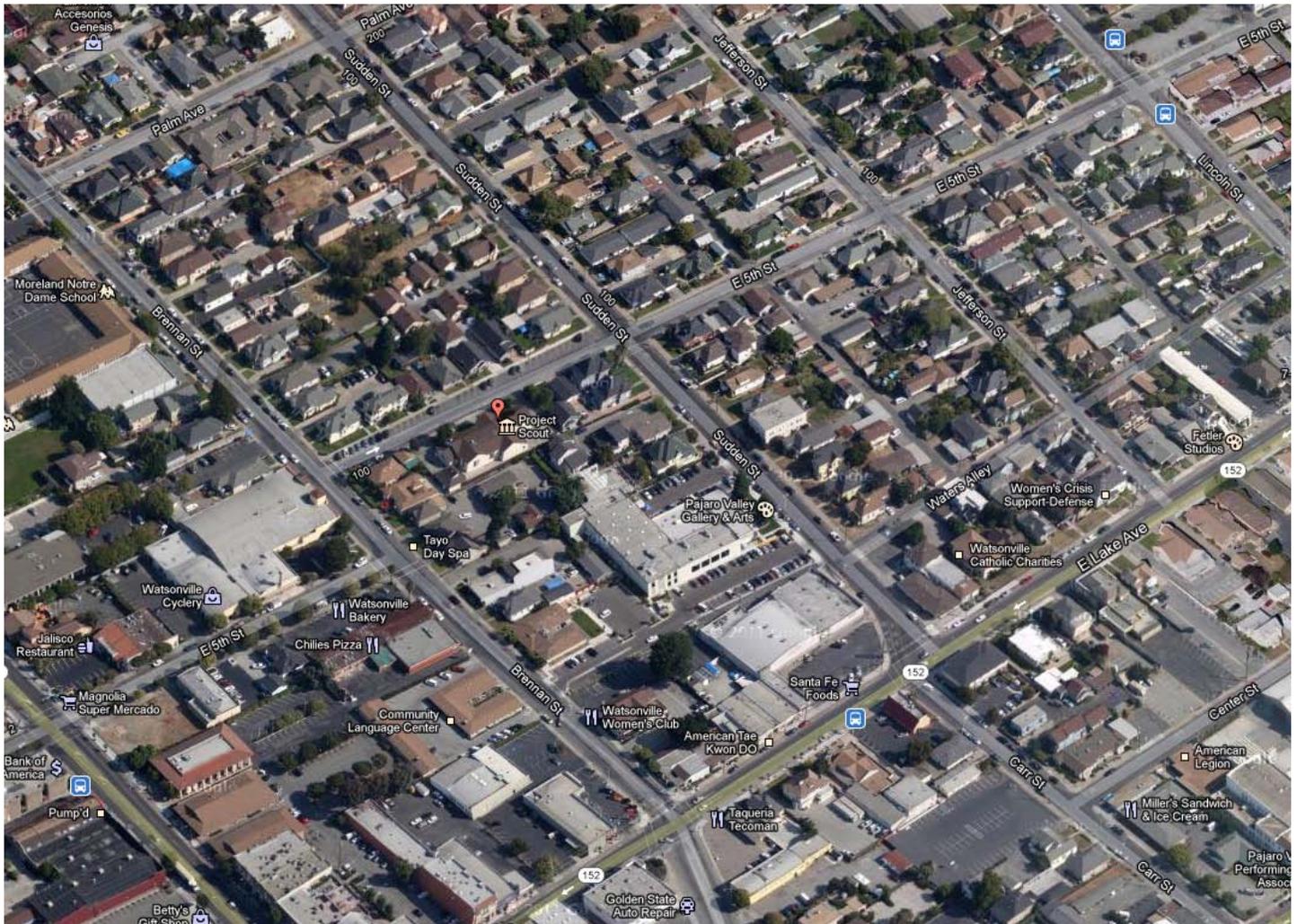
2950 Research Park Dr, Soquel, CA



Nearest Transit Route(s):	Walking Distance to Transit Stop(s):	Estimated Daily Use:
69N, 69W, 70, 71	N/A	152
Sidewalk Conditions & Accessibility Issues:		
<ul style="list-style-type: none"> - Path of access problematic if going to Santa Cruz or coming from Watsonville - Crossing at Research Park Drive not safe - No sidewalks between Research Park Dr and 41st Ave - Pedestrians forced into the dirt and/or the street - Need activated crossing light 		

Senior Citizens Legal Services

114 E. 5th St, Watsonville, CA



Nearest Transit Route(s):	Walking Distance to Transit Stop(s):	Estimated Daily Use:
69A, 71, 75, 76, 79	1000 ft.	N/A
Sidewalk Conditions & Accessibility Issues:		
-		

Sutter Maternity & Surgery Center

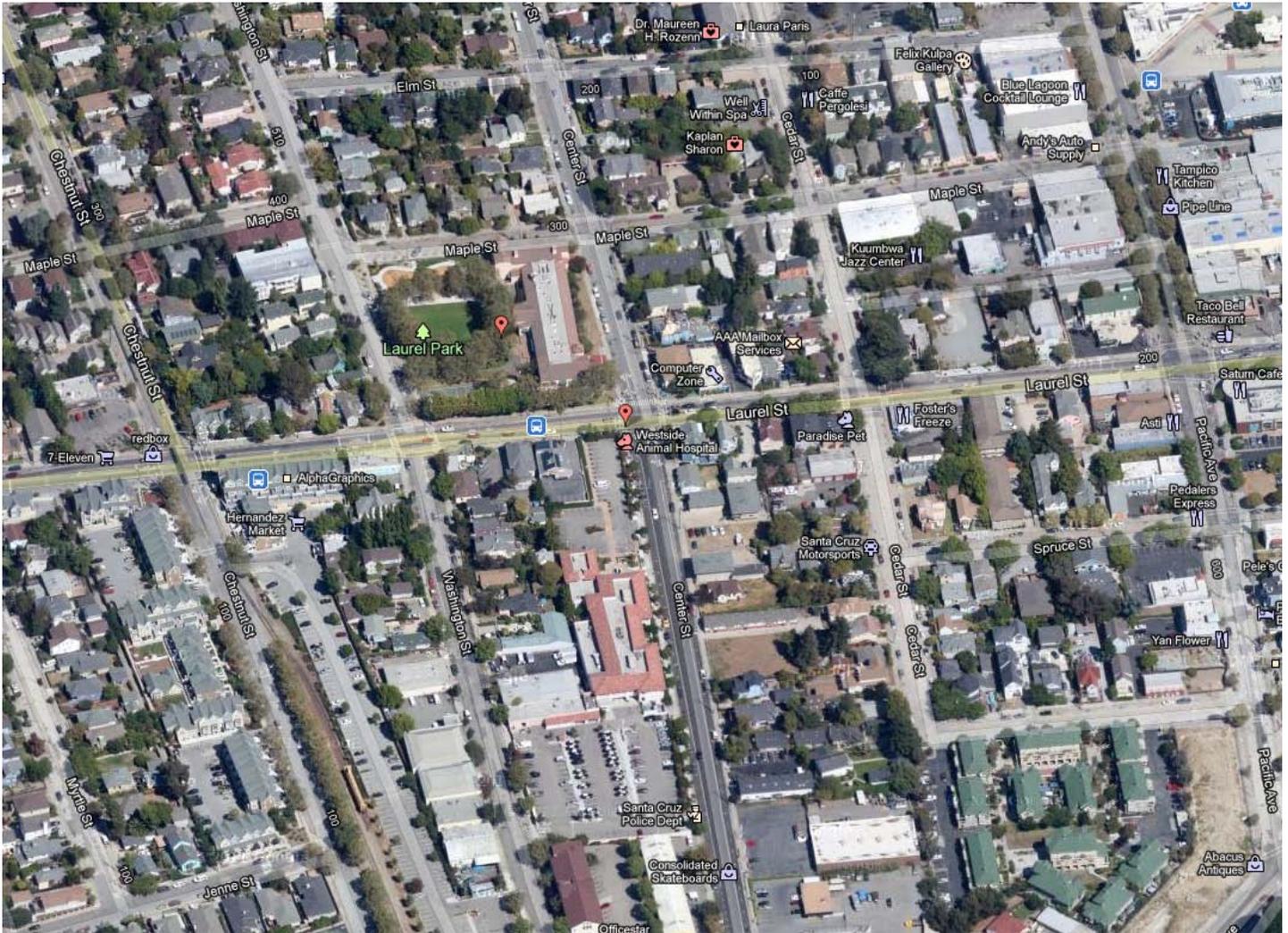
2900 Chanticleer Ave, Santa Cruz, CA



Nearest Transit Route(s):	Walking Distance to Transit Stop(s):	Estimated Daily Use:
53, 70, 71, 91X	200 ft., 800 ft.	73
<p>Sidewalk Conditions & Accessibility Issues:</p> <ul style="list-style-type: none"> - Signal problematic - Path to Thurber (signal) rough and lacking sidewalks - Curvy sidewalks hard to navigate for sight impaired - Inconsistent textures for pathways - Crossings through parking lot problematic - Need activated signal 		

Vista Center for the Blind

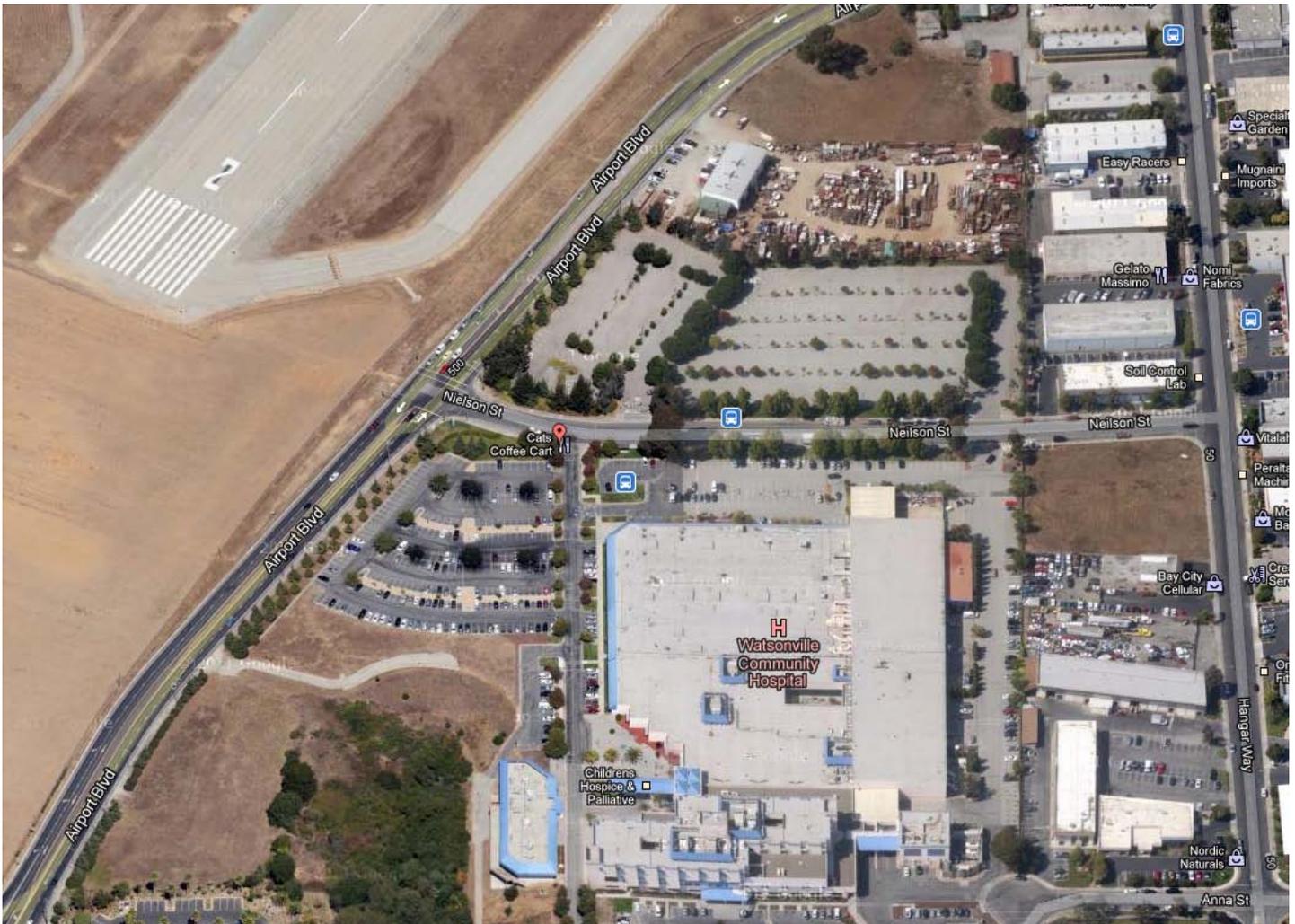
413 Laurel St, Santa Cruz, CA



Nearest Transit Route(s):	Walking Distance to Transit Stop(s):	Estimated Daily Use:
12, 15, 16, 40, 41, 42	<100 ft.	7
Sidewalk Conditions & Accessibility Issues:		
<ul style="list-style-type: none"> - Curb cut needed near swimming pool and near bus stop 		

Watsonville Community Hospital

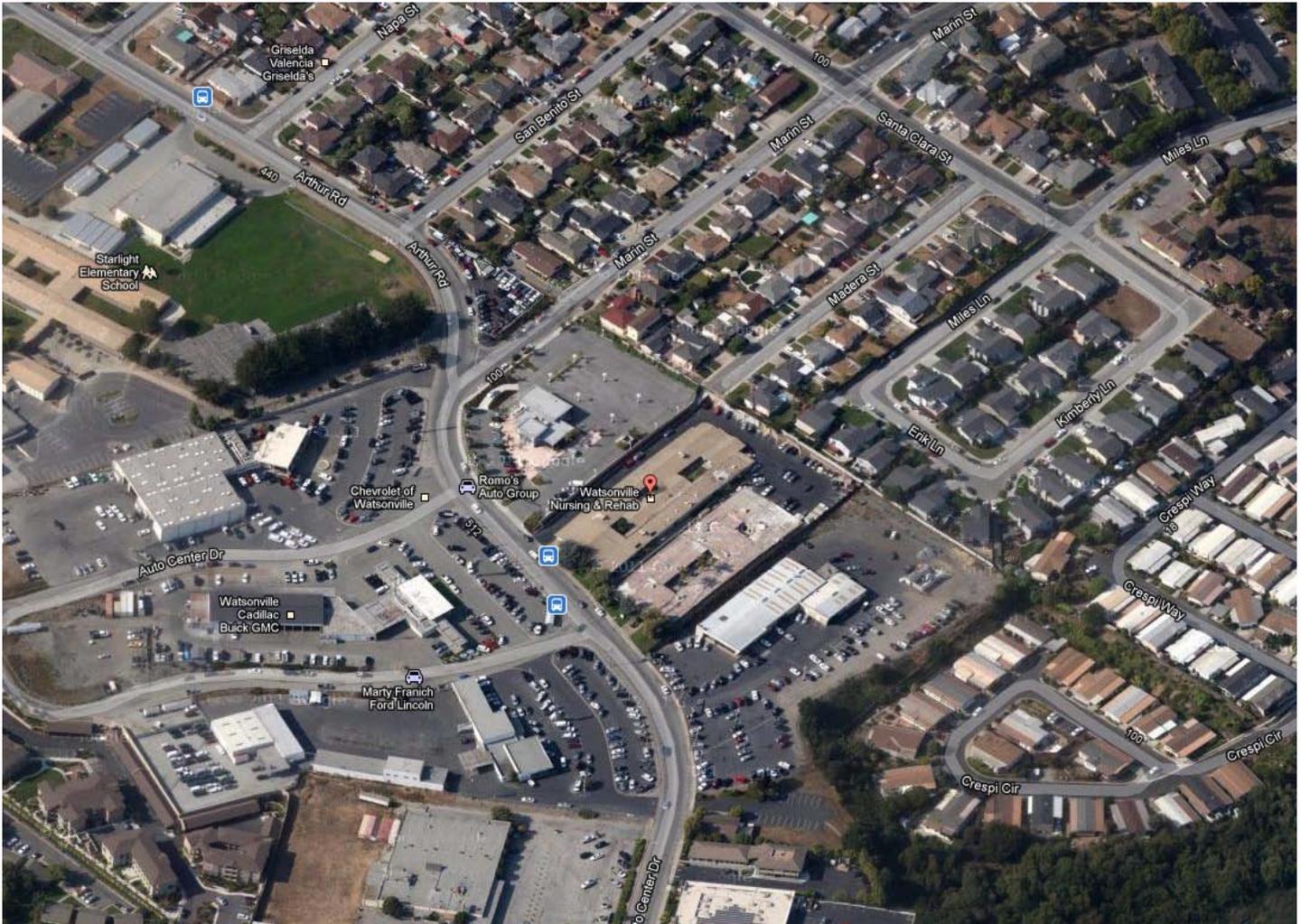
75 Nielson St, Watsonville, CA



Nearest Transit Route(s):	Walking Distance to Transit Stop(s):	Estimated Daily Use:
69, 74	100 ft.	N/A
<p>Sidewalk Conditions & Accessibility Issues:</p> <ul style="list-style-type: none"> - No audible crossing services - No shelter for outbound bus stop - Sidewalk not detectable underfoot (no truncated domes) 		

Watsonville Nursing and Rehabilitation Centers

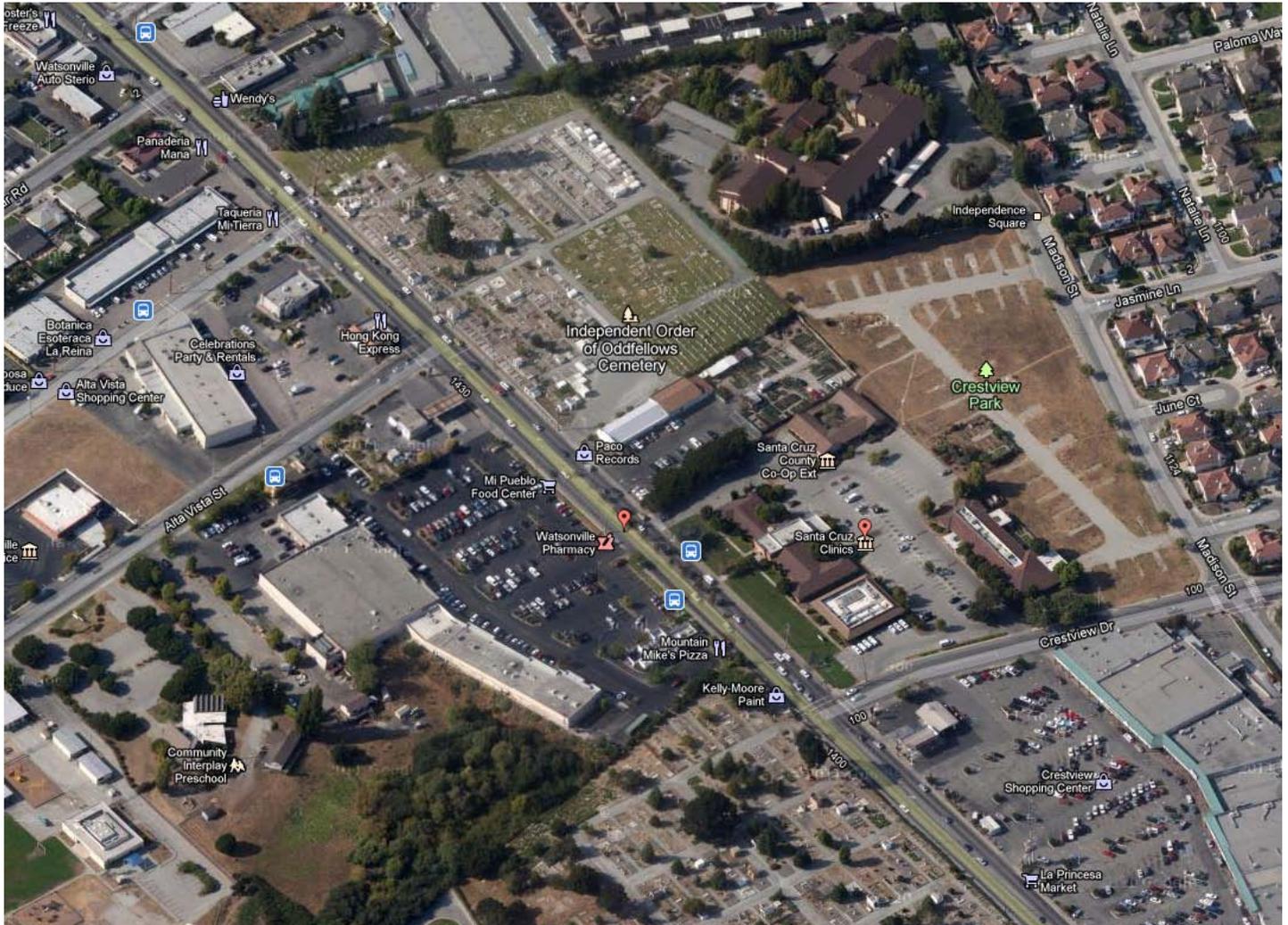
525 Auto Center Dr, Watsonville, CA



Nearest Transit Route(s):	Walking Distance to Transit Stop(s):	Estimated Daily Use:
71	200 ft.	275
Sidewalk Conditions & Accessibility Issues: <ul style="list-style-type: none"> - Narrow sidewalks - Crossing problematic 		

Watsonville Pharmacy

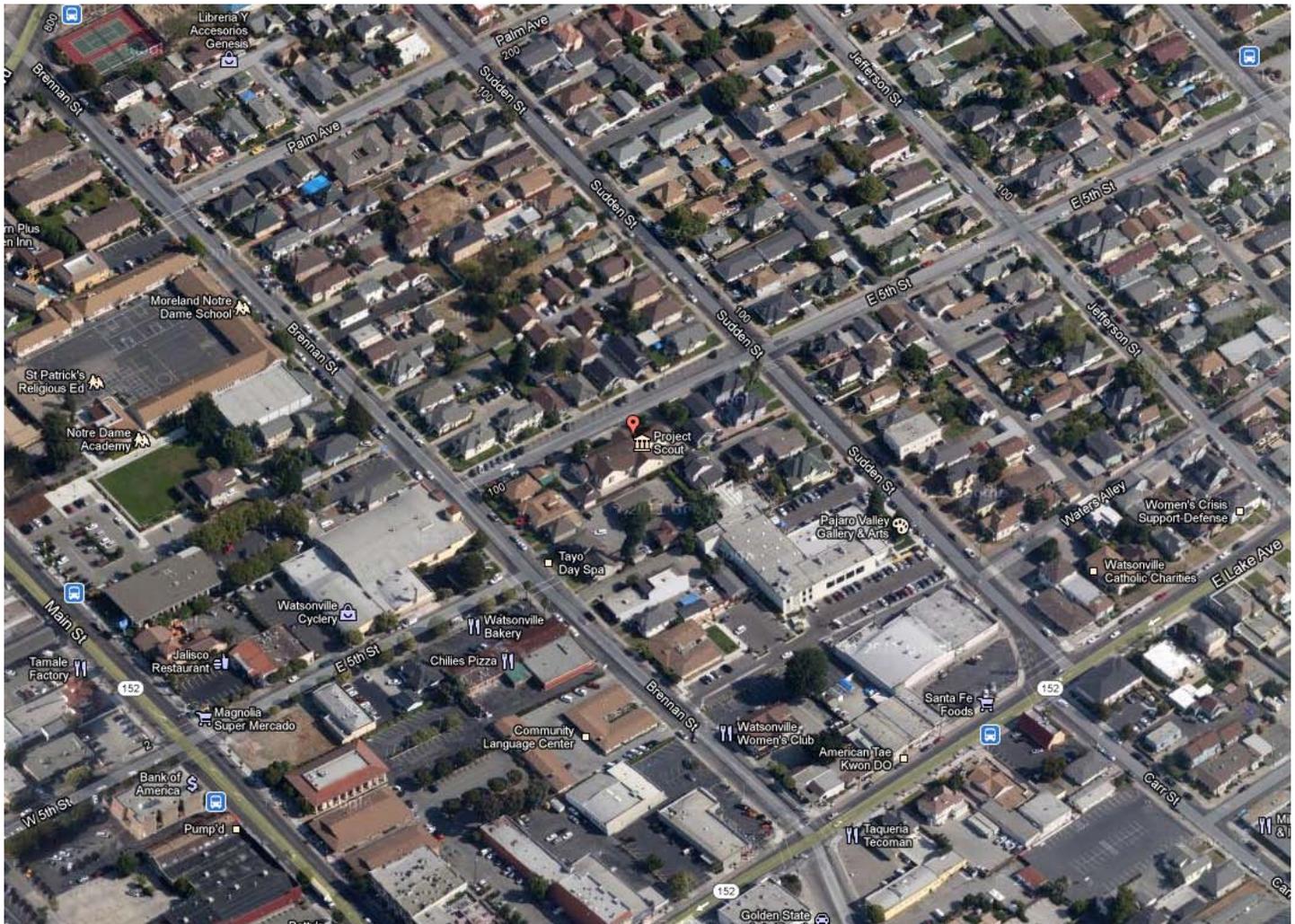
1433 Freedom Blvd, Watsonville, CA



Nearest Transit Route(s):	Walking Distance to Transit Stop(s):	Estimated Daily Use:
69A, 71	50 ft.	N/A
Sidewalk Conditions & Accessibility Issues:		
-		

Watsonville Senior Center

114 E. 5th St, Watsonville, CA



Nearest Transit Route(s):	Walking Distance to Transit Stop(s):	Estimated Daily Use:
69A, 71, 75, 79	500 ft.	N/A
Sidewalk Conditions & Accessibility Issues: -		

APPENDIX E

Online Hazard Report



Motorist Assistance

Bicycle Services

Pedestrian Services

Hazard Report

Sustainable Options

Greenhouse Gas Reduction

Bus/Transit

Seniors & Accessible Transportation Services

RTC Library

Bicycle and Pedestrian Hazard Report

Notify us of obstacles or hazards that may inhibit bike or pedestrian travel by using the RTC's Hazard Report. These reports are forwarded to the appropriate local jurisdiction for action. Reports may be submitted at any time.

Type of hazard:

Priority:

Location of hazard—include street or road, cross street, direction of travel (north, south, east or west) as best you can. Consider including information regarding nearest address or mileage marker or nearby signpost:

Street/road

Cross Street

City

Direction of Travel

Nearest Address or Mile Marker



Use this map to locate the hazard you wish to report.

C h e c k a l l t h a t a p p l y a n d d e s c r i b e

- Rough pavement or potholes
- Pavement cracks
- Lighting problem
- Plant overgrowth or interference
- Traffic signal problem
- Railroad hazard
- Debris on shoulder or bikeway
- Hazardous drain grate
- Bikeway not clearly marked
- Damaged bikeway signs
- Vehicles or objects blocking sidewalk
- Lack of sidewalk
- Debris on sidewalk
- Damaged sidewalk
- Lack of wheelchair access

- Excessive driveway slope
- Sidewalk too narrow
- Pole blocking walkway
- No crosswalk or striping
- Construction hazard
- Other

Please add any relevant descriptive details or comments, or how this hazard has impacted you:

To provide a photo or sketch of the hazard, insert a file here (max. size 1MB):

Choose File No file selected

The following optional fields will allow the entity responsible for addressing the hazard to contact you if additional details are needed. It will also allow an email acknowledgement of your submission.

Your full name:

 (required)

Your email address:

 (valid email required)

Your phone number:

Where did you hear about this form?

NOTE: Private property owners are responsible for the maintenance of sidewalks adjacent to their property, per California law. Hazard reports for these conditions will be forwarded to the property owner. [See 2010 Report on Sidewalk Safety and Accessibility](#).

If you prefer you can fill out a PDF downloadable form, rather than using the online form: [Pedestrian](#) or [Bicycle](#).

Submit

APPENDIX F

Outreach Activities

Appendix F: Pedestrian Safety Work Group Outreach Campaign Results

<i>Medium</i>	<i>Content</i>	<i>Date</i>	<i>PSWG Generated</i>	<i>Media Earned</i>	<i>Attach- ment</i>
Press Releases	Pedestrian Maintenance Report Available	5/25/10	X		X
	Transportation Café on Pedestrian & Bike	1/3/11	X		X
Articles	When Sidewalks are Safe -1 st Article in Sentinel	8/7/11	X		X
	Guest Article by United Way Director in Register-Pajaronian	9/28/11	X		
	Advocates want Improved Sidewalks - Sentinel	9/28/11		X	X
	For Safety of All - 2 nd Article in Sentinel	9/11/11	X		X
	Street Smarts Column Guest Blog	11/4/11	X		X
	Our Town newsletter – City of Watsonville (1)	12/11		X	X
	Street Smarts Column	2/13/12		X	X
Radio	PSA #1 - Community Value (1, 2)	6/29/11	X	X	X
	PSA # 2 – Sidewalk Standards (1, 2)	8/2/11	X	X	X
	PSA # 3 – Maintenance Responsibilities (1, 2)	8/26/11	X	X	X
	KUSP’s Land Use Report	9/2/11		X	X
	PSA # 4 – Reporting Methods (1, 2)	9/30/11	X	X	X
	First Person Singular on KUSP	9/11	X		
	KPIG Hog Call	9/11	X		
	KSCO Guest on Saturday Special	3/12	X		
Television	Pedestrian Topic on RTC’s Transportation Cafe	12/7/10	X		
	PSA #1 – Community Value (3)	6/3/11	X	X	
	PSA # 2 – Sidewalk Standards (3)	6/3/11	X	X	
	PSA # 3 – Maintenance Responsibilities (3)	6/3/11	X	X	
	PSA # 4 – Reporting Methods (3)	6/3/11	X	X	
	Guest on Human Rights Now	3/3/12		X	
	Guest on Let’s Talk	3/12		X	
Electronic	Post FAQs	3/12	X		
Presentations	Santa Cruz County Regional Transportation Commission	6/3/10	X		
	Santa Cruz Metropolitan Transit District	6/24/11	X		
	City of Capitola	6/11	X		
	City of Scotts Valley	8/3/11	X		
	County of Santa Cruz	8/23/11	X		
	City of Santa Cruz	9/13/11	X		
	Kiwanis	9/16/11	X		
	Regional Transportation Commission	11/8/11	X		
	City of Watsonville	1/24/2012	X		
	Santa Cruz County Regional Transportation Commission	3/1/12	X		
	City of Capitola	3/8/12			
	City of Scotts Valley	3/12			

Key: PSA – Public Service Announcement

Notes: 1. In both English and Spanish

2. Work Group generated Public Service Announcements in English and Spanish and disseminated them to local radio stations. Stations do not provide tracking data on if and when they play the PSAs, but Work Group and others reported hearing them on various stations.
3. Work Group went into the studio at Community Television and produced 4 Public Service Announcements in English for use by the area’s television stations. They were disseminated, but no tracking data for if and when they played is available.



*Santa Cruz County Regional Transportation Commission
 1523 Pacific Avenue, Santa Cruz, CA 95060
 phone (831) 460-3200 ~ fax (831) 460-3215
 email: info@scrtc.org; website: www.scrtc.org*

NEWS RELEASE

FOR IMMEDIATE RELEASE: December 30, 2010

CONTACT: George Dondero, Executive Director - (831) 460-3200
 Karena Pushnik, Senior Planner/Outreach Coordinator

RTC's second episode of Transportation Café highlights bicycle and pedestrian programs

The Santa Cruz County Regional Transportation Commission (RTC) has a quarterly show on Community Television on transportation issues of interest to the community. The second episode features bicycle and pedestrian programs in Santa Cruz County.

RTC's Senior Planner Karena Pushnik interviewed Veronica Elsea, the chairperson of the Pedestrian Safety Work Group and Cory Caletti, the RTC's Bicycle Program Manager. The interview can be seen on Community Television's website: <http://communitytv.org/programs/online/rctc-transportation-cafe-2-bike-ped>.

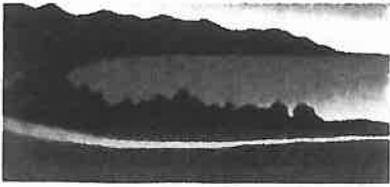
In addition, the show can be seen on Comcast channel 25 and Charter channel 71 website and will be streaming LIVE at www.communitytv.org on the following (check station for additional dates/times):

Friday	December 31, 2010	8:30 am
Saturday	January 1, 2011	7:30 pm
Sunday	January 2, 2011	2:00 pm

The RTC's quarterly Transportation Café show has an interview segment, a short segment on a current topic or new release, an update about a topic covered in a previous episode and a calendar of transportation events. This episode features a short segment on the RTC's newly released bike map and an update about the Sustainable Transportation Rating System (STARS), an innovative evaluation tool under development for transportation projects and under consideration for the Highway 1 multi-use corridor.

Links to information about other transportation projects and programs, can be found on the Regional Transportation Commission's website at www.scrtc.org or by calling 831.460-3200.

X X END X X



SCCRTC

*Santa Cruz County Regional Transportation Commission
1523 Pacific Avenue, Santa Cruz, CA 95060
phone (831) 460-3200 ~ fax (831) 460-3215
email: info@sccrtc.org; website: www.sccrtc.org*

NEWS RELEASE

FOR IMMEDIATE RELEASE: May 27, 2010
CONTACTS: Karena Pushnik, Public Information Coordinator
PHONE: (831) 460-3200

Assessment of Property Owner Roles in Sidewalk Maintenance to be Presented

On an average day, Veronica Elsea and her guide dog Tai navigate the local sidewalk system with ease. However there are some sections of walkway that remain cracked and chipped, the equivalent to sidewalk potholes, for months after they were reported to the local jurisdiction. The jurisdiction notified the property owner, and like most property owners, the individual is had no idea they were responsible for the sidewalk adjacent to their property.

The five-member Sidewalk Safety Work Group -- a subcommittee of the Regional Transportation Commission's Elderly and Disabled Transportation Advisory Committee -- set out to get a better understanding of what constitutes a hazardous sidewalk condition, who is responsible for maintenance and to what extent, how are those maintenance responsibilities communicated and how the public can report unsafe walkway situations. This effort culminated in a report titled Improving the Safety and Accessibility of Sidewalks in Santa Cruz County: A study of Jurisdiction and Property Owner Responsibilities and Practices. This report will be presented to the Santa Cruz County Regional Transportation Commission at their June 3 meeting to be held at 9:00 am at the Watsonville City Council Chambers. The report, which can be found on the RTC's website (www.sccrtc.org), also includes information about innovative processes employed in other areas.

The Work Group was formed to improve the sidewalk facilities throughout the county. Caltrans awarded the group an Environmental Justice Planning Grant recognizing that the group can play an important role in assisting local jurisdictions in identifying pedestrian projects, help prioritize them according to the needs of seniors and people with disabilities, and improve access to the county's bus stops as a means to improve mobility and independence for the roughly 1/3 of the population that does not drive.

The report is their first work product for the group that is committed to collaboration with the cities and county to develop public education and outreach components, assist with making presentations to community groups, facilitate networking among jurisdictions, and help identify and support grants to fund improvements.

Public input on transportation issues is welcomed and encouraged. For more information, please call SCCRTC at 460-3200 or visit the web site. The Regional Transportation Commission and presentation of the sidewalk maintenance report will be recorded and rebroadcast on local cable television stations (contact Community TV and/or Charter Cable for information).

The Regional Transportation Commission is responsible for regional transportation planning, policy and funding decisions for all travel modes. The RTC works to make our transportation system convenient, reliable, safe and efficient, while promoting long-term sustainability and a range of travel choices.

X X END X X

John Daugherty: When sidewalks are safe, it's easier for all

Posted: 08/07/2011 01:30:53 AM PDT

John Daugherty

Why is he driving in the bike lane without a flag on his wheelchair? Does he have a death wish?

In mid-July, I was inside a bus as I watched a man steer his wheelchair straight in the middle of the bike lane. There was empty sidewalk beside him.

Could he see the danger I saw?

He was closer to the ground than a bicyclist. What if drivers could not see him?

I have always used mobility aids: I was a crutch-striding UC Santa Cruz student, and now a wheelchair-steering man about town.

I love sidewalks.

Walking on crutches I tripped and slid on broken, wet or greasy sidewalks. Tile, brick and cobblestones gave me lessons in bad body ballet. But other pedestrians lifted me up, or put a foot down to stop my crutch sliding as I picked myself up.

Sidewalks feel safer than crosswalks and bike lanes. On the sidewalk I am almost eye to eye with everyone around me.

Off the sidewalk I am short, slow and difficult for some drivers and bicyclists to see.

When the sidewalk is blocked, broken or missing, then moving into the bike lane may be

necessary. Last year I could not get past where tree roots pushed up the sidewalk until another pedestrian pushed me. Last June I had to drive off the sidewalk and into the bike lane to get around a telephone pole. My head was lower than truck front grilles moving toward me.

I am faster than a crutch-striding pedestrian while steering my wheelchair. But I am

still very close to the ground.

I also notice the sidewalk cross slope. Pushing across an incline for one block is a workout.

When I steer on the sidewalk I am not alone. Other people and pets are walking alongside. Some are using wheelchairs, scooters, service animals and canes, or pushing strollers, walkers and two-wheel grocery carts. We depend on the network of sidewalks throughout Santa Cruz County.

I did not think of our sidewalks as part of a network until I helped finish the first countywide report on sidewalk maintenance last year. That report is available from the Santa Cruz County Regional Transportation Commission 831 460-3200 and online at <http://sccrtc.org/projects/pedestrian>, and it points out that sidewalks should be safe and accessible to all



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pedestrians, leaving bike lanes to bicyclists.

When sidewalks are accessible and safe, it is easier for all pedestrians, including those using wheelchairs, to stay on sidewalks. A good pedestrian network makes it easier for our children to get to and from school. It makes walking for pleasure and exercise more enjoyable for all of us.

Through the steps below, we can help each other, and make accidents less likely between pedestrians and vehicles.

Public works and planning officials working for the county and cities can make safe and accessible sidewalks a priority.

Individual property owners can find out how to fix their sidewalks. They are responsible under state law www.leginfo.ca.gov/cgi-bin/displaycode?section=shc&group=05001-06000&file=5610-5618 to maintain sidewalks adjacent to their property in a safe and accessible condition.

We can all report sidewalk hazards online <http://sccrtc.org/services/hazard-reports/> using the RTC Hazard Report Form or contacting the public works department in the city or county area where we live.

John Daugherty is a member of the Pedestrian Safety Work Group, chairman of the Regional Transportation Commission's Elderly and Disabled Transportation Advisory Committee, and the accessible services coordinator for the Santa Cruz Metropolitan Transit District.

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Advocates want improved sidewalks, and more of them

By Jason Hoppin

Posted: 09/28/2011 04:36:38 PM PDT

SANTA CRUZ - The funding woes that plague public infrastructure often focus on the nation's crumbling roads and bridges, critical for motorists trying to get from point A to point B.

But a local group is highlighting problems with often-overlooked byways that help people accomplish the same thing: sidewalks. Through the county's Regional Transportation Commission, disability rights advocates are trying to bolster awareness about sidewalk safety.

"Those thorns on the rose bushes are nasty when they hit you in the face and you don't know they're coming," said Veronica Eldea, who chairs the RTC's pedestrian safety effort and who is blind.

The group hopes to improve sidewalks usability for everyone, not just those who use wheelchairs or need assistance to navigate sidewalks. By clearing bushes and low-hanging branches, and fixing cracks and broken pavement, they hope sidewalks become safer for walkers, parents with strollers and more.

THE WALKING WAVE

As cities shift away from auto-based layouts, getting people on the street is one of the main elements of modern urban planning. But some well-traveled routes throughout the county don't have sidewalks, including downtowns such as Felton and Aptos Village. Moving up and down the San Lorenzo Valley by foot requires walking along Highway 9.

"Walking or rolling around some parts of the county is pretty dicey," said John Daugherty, chair of the RTC's Elderly and Disabled Transportation Advisory Committee. A subcommittee of that group, the Pedestrian Safety Work Group, has been working on the sidewalk issue.

Daugherty is familiar with the problem. He not only uses a wheelchair, he is Santa Cruz Metro's accessible services coordinator, working with riders who not only need the bus system to get around, but who need to get to the bus stops - not always easy when the sidewalks are broken or nonexistent.

In today's economy, public works departments are rifling through the couch cushions for spare change. Daugherty acknowledges that the money for a major sidewalk build-out simply isn't there, but would like to see a greater commitment to adding them down the road.

"I want to see progress, and for me progress means more sidewalks," Daugherty said.

RTC senior planner Karena Pushnik said the group has made strides raising sidewalk awareness and working with cities and the county on their maintenance plans. She said keeping existing sidewalks safe is critical since there is little money to build new ones.

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"An understanding of value the sidewalk network and maintenance responsibilities will help provide universal benefits, regardless of the user's age or ability, and increase use of sidewalks for both enjoyment and exercise," Pushnik said.

WHO PAYS?

One of the group's big pushes is to make homeowners aware of something that may come as an unpleasant surprise for them: They are responsible for fixing the sidewalks. That can cost thousands, though some local jurisdictions offer help with everything from financing to ways to keep tree roots from pushing through pavement, for example.

The number and maintenance of sidewalks varies between jurisdictions. Watsonville, with Census numbers showing the city having the highest percentage of its population younger than driving age, has the most sidewalks with 75 percent of its roads having them.

Capitola is next with 50 percent, followed by the unincorporated county area with 25 percent. About 15 percent to 30 percent of Scotts Valley streets have sidewalks.

The city of Santa Cruz hasn't calculated what percentage of the city has sidewalks, but an assessment is under way. It is expected to be higher than more rural parts of the county.

Each also has different approaches to maintaining sidewalks. But earlier this month, the Regional Transportation Commission made it easier to report hazards by standardizing the forms and moving them online, making them available through the sccrtc.org website.

"Part of what we were trying to do is increase the awareness. You can do something about it, you can say something about it if the sidewalks are messed up," Elsea said.

The group also has worked with local jurisdictions to come up with common sidewalk maintenance standards, though how the county and cities handle sidewalk hazards varies.

For example, the city of Santa Cruz is the only one with a laser tool to smooth displaced cracks, while Watsonville offers no-interest loans to residents who need to repair sidewalks. Capitola is the only city that performs routine sidewalk assessments.



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Doug Patrick: For the safety of all, keep sidewalks well maintained

Vertical or horizontal separations at either a joint or crack should not exceed one-half inch.

Posted: 09/11/2011 01:30:53 AM PDT

Doug Patrick

If you're like many homeowners, you make a "to-do" list of maintenance items to be checked each year. Does your list include maintenance of the sidewalk adjacent to your property?

Most people are unaware that property owners are responsible for the maintenance of sidewalks adjacent to their properties, under provisions of the California streets and highways codes.

Sidewalks deteriorate over the years and hazards emerge that make them dangerous. These hazards may cause pedestrians to trip and fall, collide with barriers, or tip from vehicles such as strollers, wagons or wheelchairs.

Hazards can arise on sidewalk surfaces or intrude into the walkway from the sides or above. Property owners, tenants, and other users of sidewalks are encouraged to use the following standards for assessment of safety and access conditions:

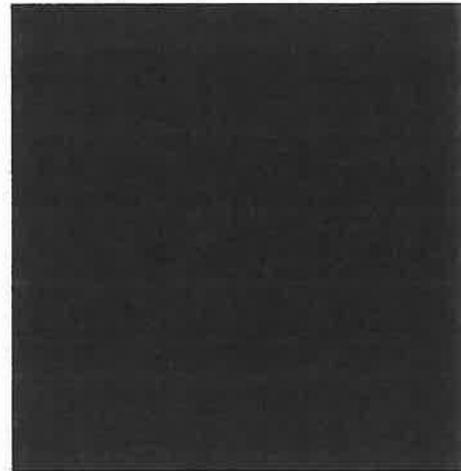
■ The surfaces of sidewalks should be firm, stable and slip resistant.

■ There should be a minimum unobstructed sidewalk width of 48 inches.

■ Vertical or horizontal separations at either a joint or crack should not exceed one-half inch.

■

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/> Pavement sections should not be cracked and broken so that pieces are loose or missing.

■ The cross-slope, from one side of the sidewalk to the other, should not exceed 2

The Steve Jobs Betrayal

You may already know that in the final year of his life, Jobs revealed a stunning betrayal — and told his biographer, "I will spend my last dying breath... and every penny of Apple's \$40 billion in the bank to right this wrong." What was it that made Jobs so irate — and why could it make a few in-the-know investors some major profits over the coming months and years?

[Click here to find out — before it's too late](#)

BROUGHT TO YOU BY THE MOTLEY FOOL

percent. If it is difficult for a pedestrian to maintain balance or keep a wheeled vehicle from tipping, the hazard should be reported to the Public Works Department of the jurisdiction serving that area.

- A clear path of travel is to be maintained that extends the full width of the sidewalk, to a height of 80 inches.

- Objects can extend a maximum of 4 inches into the pedestrian path but they must be within 27 inches of the ground to be detected by a person with a visual disability using a cane.

For additional information regarding sidewalk safety and access concerns, and

the processes for addressing them, contact your local public works department. The number can be found in the government pages of your phone directory or by contacting the Regional Transportation Commission.

Jurisdiction residents and other sidewalk users are encouraged to report safety hazards and access barriers to the Santa Cruz County Regional Transportation Commission RTC by completing the online Hazard Report Form found on the website at <http://sccrtc.org/services/hazard-reports/> or by contacting the RTC at 831-460-3200.

Doug Patrick was a member of the Pedestrian Safety Work Group, a subcommittee of the Regional Transportation Commission's Elderly and Disabled Transportation Advisory Committee, and of the county's Commission on Disabilities. Currently he is learning to how to relax and meditate.

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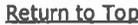
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Steven D. Hartman · Top Commenter

Since progressives became the majority in 1981, more and more money has been taken from essential services to fund a progressive bureaucracy. Specifically, public works, police and fire, have been threatened and cut for the sake of saving the bloated job creation for like-minded progressives who extend the power base, and to non-profits for which the pocketbooks and wallets of average Santa Cruzans have been ravaged for decades.

So here's the truth. California Constitution, Article 13, Section 35 (2) The protection of the public safety is the first responsibility of local government and local officials have an obligation to give priority to the provision of adequate public safety services.

Further, as ordered by Judge McAdams in 2002, (before he became an appellate judge) the city must prioritize spending so that essential services of police, fire, public works and street maintenance are fully funded at the expense of all other city spending.

So again, I told ya so!

Reply · 2 · Like · September 29, 2011 at 11:22am

j9ratliff (signed in using yahoo)

Walking more slowly does help, but personal experience says if walking over the same broken/cracked/damaged sidewalks day-after-day, eventually you will trip like I did and break a bone. Out of work, bills to pay, unable to things for your self. It sucks! And What about the kids, innocent and sweet and not always watching where they are walking. We need to fix our side walks and streets to protect tax payer money, otherwise we will see an increase in lawsuits.

Reply · Like · September 29, 2011 at 10:01am

Peter Sake · Top Commenter

you should have sued the owner of the property where you broke a bone. apparently the property owner is responsible, not the city.

Reply · Like · September 29, 2011 at 1:59pm



Tané Tachyon

I'm glad to see some attention being given to this! I live on the Westside, and there are way too many missing sidewalks, sidewalks with signs sticking right out of the sidewalk so wheelchairs and strollers won't fit and have to go into the street to go around the signs, people who block the sidewalks with their cars, curbs with no wheelchair ramps, and so on.

Reply · Like · September 29, 2011 at 5:59pm



Matt Minvielle · Top Commenter · CSUMB

It probably wont happen because of the way it's designed, but 26th Ave could sure use some sidewalks. And if we're talking roads, the section of Soquel Drive between State Park and Cabrillo College is muuuuuunched! It has been for years.

Reply · Like · September 29, 2011 at 9:48am



Margaret Nelson

YES! I remember one day last winter when I made a round-trip 7 mile walk to various places in Scotts Valley, and had to go into the street over 80 times to detour around various obstacles and dangerously damaged sections of sidewalk.

Reply · Like · September 28, 2011 at 6:49pm



Bob Sheehan

My neighborhood on the WS is a patchwork of no sidewalks and sidewalks of various ages. Kind of makes them useless. FYI: The city forces new sidewalks as part of remodels > 500 sq. ft.

Reply · Like · September 29, 2011 at 7:47am



Edward Shepherd · Top Commenter · Santa Cruz High School

If people walked more slowly, this wouldn't be a problem.

We are fortunate to live in an area of great natural beauty with a climate that allows residents and visitors to participate in outdoor activities much of the year. For many this makes walking an attractive option for traveling to social, economic, medical, leisure, fitness and other activities.

A well designed and maintained sidewalk network is a basic requirement for pedestrians to have safe access to destinations. Continuous and accessible sidewalk networks improve mobility for all pedestrians and are particularly important for pedestrians with mobility challenges.

Pedestrian networks are designed to meet the requirements of citizens with a range of capabilities. When networks are maintained to these requirements, the needs of most citizens are met. When sidewalk hazards occur there is potential for pedestrians to trip and fall, collide with barriers, or tip from vehicles such as strollers, wagons or wheelchairs.

As sidewalks deteriorate and hazards emerge, their prompt identification and repair requires a partnership of property owners, citizens who use sidewalks and public agencies responsible for oversight of their maintenance.

The key partners in sidewalk maintenance, and their roles, are:

- The Federal Highway Administration, through Caltrans, provides standards for sidewalk design, installation and maintenance and is responsible for oversight of city and county compliance
- Cities and counties are responsible for providing program oversight to ensure that sidewalks are maintained in safe and accessible condition by the responsible parties within their jurisdiction
- The California Streets and Highways Codes specify that property owners are required to maintain sidewalks adjacent to their properties in safe and accessible condition.
- Citizens are encouraged to report unsafe sidewalk conditions to the public works department of the responsible local jurisdiction

The following are standards for sidewalk maintenance that property owners and other citizens are encouraged to use in assessing potential hazards:

- The surfaces of sidewalks should be firm, stable and slip resistant.
- There should be a minimum unobstructed sidewalk width of 48 inches
- A clear path of travel is to be maintained that extends the full width of the sidewalk, to a height of 80 inches.

- Objects can extend a maximum of 4 inches horizontally into the pedestrian path but must be within 27 inches of the ground to be detected by a person with a visual disability using a cane.
- Vertical or horizontal separations at either a joint or crack should not exceed ½ inch
- Pavement sections should not be cracked and broken so that pieces are loose or missing
- The cross-slope, from one side of the sidewalk to the other, should not exceed 2%.

If it is difficult for a pedestrian to maintain balance or keep a wheeled vehicle from tipping, the hazard should be reported to the public works department of the jurisdiction serving that area.

Property owners are encouraged to inspect sidewalks adjacent to their properties at least annually to identify and repair any emerging hazards

For additional information regarding sidewalk safety and access concerns, and the processes for addressing them, contact your local public works department. The number can be found in the government pages of your phone directory or by contacting the Regional Transportation Commission.

To report a safety hazard or access barrier, use the Santa Cruz County Regional Transportation Commission's (RTC) online Hazard Report Form found at www.sccrtc.org or contact the RTC at (831) 460-3200.

- Excessive driveway slope
- Sidewalk too narrow
- Pole blocking walkway
- No crosswalk or striping
- Construction hazard
- Other

Please add any relevant descriptive details or comments, or how this hazard has impacted you:

To provide a photo or sketch of the hazard, insert a file here (max. size 1MB):

Choose File No file selected

The following optional fields will allow the entity responsible for addressing the hazard to contact you if additional details are needed. It will also allow an email acknowledgement of your submission.

Your full name:

(required)

Your email address:

(valid email required)

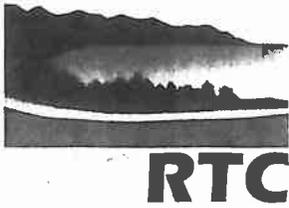
Your phone number:

Where did you hear about this form?

NOTE: Private property owners are responsible for the maintenance of sidewalks adjacent to their property, per California law. Hazard reports for these conditions will be forwarded to the property owner. [See 2010 Report on Sidewalk Safety and Accessibility](#)

If you prefer you can fill out a PDF downloadable form, rather than using the online form: [Pedestrian](#) or [Bicycle](#).

Submit



SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION

1523 Pacific Ave., Santa Cruz, CA 95060-3911 • (831) 460-3200 FAX (831) 460-3215 EMAIL info@sccrtc.org

On-Air: Now through August 1, 2011

Contact: Karena Pushnik, 831.460-3210
Senior Transportation Planner/Public Information Coordinator
Veronica Elsea, 831.429-6148
Pedestrian Safety Work Group, Chair

Public Service Announcement

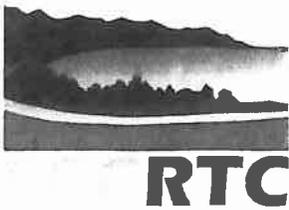
English - 30 Seconds:

The Pedestrian Safety Work Group of the Santa Cruz County Regional Transportation Commission reminds you that everyone benefits from a good pedestrian network. You can help keep Santa Cruz beautiful, safe and accessible to all just by keeping your sidewalks in good condition. More information is available at www.sccrtc.org or from your local public works department.

Español - 30 Segundos:

El comité de La Seguridad de los Peatones del La Comisión de Transporte Regional del Condado de Santa Cruz le recuerda que todos se benefician de una red peatonal buena. Usted puede ayudar a mantener a Santa Cruz bonito, segura y accesible a todos con solo mantener sus aceras en buen estado. Más información está disponible en www.sccrtc.org o de su departamento local de obras públicas.

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SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION

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On-Air: Now through September 1, 2011

Contact: Karena Pushnik, 831.460-3210
Senior Transportation Planner/Public Information Coordinator
Veronica Elsea, 831.429-6148
Pedestrian Safety Work Group, Chair

Pedestrian Outreach Campaign PSA #2 *Attributes of Good Sidewalks*

English - 30 Seconds:

The Pedestrian Safety Work Group of the Santa Cruz County Regional Transportation Commission reminds you that no matter where you are, you have a right to expect the sidewalks to be in good condition. This means a smooth level surface with no tripping or tipping hazards. It means a clear, wide path with no obstructions. More information is available at www.sccrtc.org or from your local public works department.

Español - 30 Segundos:

El comité de La Seguridad de los Peatones del La Comisión de Transporte Regional del Condado de Santa Cruz le recuerda que no importa dónde usted está, usted tiene derecho a esperar que las aceras estén en buenas condiciones. Esto significa una superficie lisa y sin riesgo de tropezar o de depósito. Esto significa un camino claro, amplio y sin obstáculos. Más información está disponible en www.sccrtc.org o de su departamento local de obras públicas.

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SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION

1523 Pacific Ave., Santa Cruz, CA 95060-3911 • (831) 460-3200 FAX (831) 460-3215 EMAIL info@sccrtc.org

On-Air: Now through September 30, 2011

Contact: Karena Pushnik, 831.460-3210
Senior Transportation Planner/Public Information Coordinator
Veronica Elsea, 831.429-6148
Pedestrian Safety Work Group, Chair

Pedestrian Outreach Campaign PSA #3 Sidewalk Maintenance Responsibilities

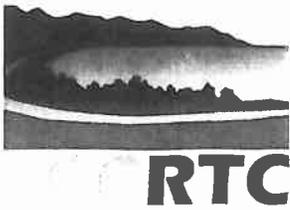
English - 30 Seconds:

Property owners, did you know, that according to the California Streets and Highways codes, you are responsible for the upkeep of all the sidewalks adjacent to your property? The Pedestrian Safety Work Group of the Santa Cruz County Regional Transportation Commission reminds you that you can also be held accountable for any injuries or damages which result from improper sidewalk maintenance. More information is available at www.sccrtc.org or from your local public works department.

Español - 30 Segundos:

Dueños de propiedades, ¿sabía usted que de acuerdo a los códigos de las calles y carreteras de California, usted es responsable por el mantenimiento de todas las aceras adyacentes a su propiedad? El comité de La Seguridad de los Peatones del La Comisión de Transporte Regional del Condado de Santa Cruz le recuerda que también puede ser considerado responsable de cualquier lesión o daños como consecuencia de un mantenimiento de las aceras inadecuadas. Más información está disponible en www.sccrtc.org o de su departamento local de obras públicas.

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SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION

1523 Pacific Ave., Santa Cruz, CA 95060-3911 • (831) 460-3200 FAX (831) 460-3215 EMAIL info@sccrtc.org

On-Air: Now though November 5, 2011

Contact: Karena Pushnik, 831.460-3210

Senior Transportation Planner/Public Information

Coordinator

Veronica Elsea, 831.429-6148

Pedestrian Safety Work Group, Chair

Pedestrian Outreach Campaign PSA #4 **Report Sidewalk Issues**

English - 30 Seconds:

Have you noticed a broken sidewalk, overhanging tree limbs or an area that needs sidewalks? The Pedestrian Safety Work Group reminds you that your cities and county rely on you to report unsafe conditions or to suggest improvements. This is easily done by contacting your local public works department or using the "Hazard Report Form" from the Santa Cruz County Regional Transportation Commission. More information is available at www.sccrtc.org.

Español - 30 Segundos:

¿Ha notado una acera rota, o con ramas de árbol sobresaliendo o una área que necesita aceras? El comité de La Seguridad de los Peatones, le recuerda que sus ciudades y el condado confían en usted para informarles de las condiciones inseguras o sugerir mejoras. Simplemente comuníquese con su departamento local de obras públicas o utilizar el "Formulario de peligro" de La Comisión de Transporte Regional del Condado de Santa Cruz .
Más información está disponible en www.sccrtc.org.

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Community Pedestrian Safety Workshop planned March 26 in Watsonville

Posted on March 13, 2011 by Ramona Turner

Community Pedestrian Safety Workshop

Watsonville's Mintie White Elementary School, at 515 Palm Ave., will be the site of a free pedestrian safety workshop from 10 a.m. – 2 p.m., Saturday, March 26.

The event hopes to make neighborhood streets safer for pedestrians through presentations and group discussions. Each year, more than 14,000 pedestrians are killed in California annually; 6,100 of them were in a crosswalk.

The workshop will be held in English and Spanish. Representatives from the police, public works and utilities department and other public agencies will be there. Lunch and childcare will be provided.

The workshop is hosted by the UC Berkeley Safe Transportation Research and Education Center and California WALKS under the Community Pedestrian Safety Training Project, in coordination with County of Santa Cruz Health Services Agency and its traffic safety partners. Funding, in part, is from the California Office of Traffic Safety through the National Highway Traffic Safety Administration.

To register, contact Sarah Harmon at (831) 454-5418 or SCBPWG@co.santa-cruz.ca.us or visit sctrafficsafety.org/workshop.



Street Smarts
Navigating Santa Cruz County

Making sidewalks pedestrian-friendly

Posted on April 8, 2010 by Ramona Turner

When the Regional Transportation Commission's Elderly and Disabled Transportation Advisory Committee meets Tuesday, April 13, it will discuss a plan to make the county's sidewalks safe for all pedestrians.

Developed by the committee's Pedestrian Safety Work Group, the plan calls for sidewalks countywide to be inventoried and any safety issues to be noted. It also suggests ways the public can report problem areas, as well as how they can be dealt with by property owners and each jurisdiction.

If the committee approves it, the plan would go before the RTC for possible adoption in May or June.

The Elderly & Disabled Transportation Advisory Committee will meet at 1:30 p.m. Tuesday at the United Way, 1221 41st Ave. in Capitola.

For information, call 460-3200.

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Street Smarts

Navigating Santa Cruz County

Sidewalk safety coming to forefront countywide

Posted on [May 15, 2011](#) by [Ramona Turner](#)

Editor's note: Today's column comes courtesy of Karena Pushnik, senior transportation planner for the Santa Cruz County Regional Transportation Commission.

During the next few months the Santa Cruz County Regional Transportation Commission's (RTC) Pedestrian Safety Work Group will be conducting a public outreach campaign with the goal of enlisting the community to help minimize "tip and trip" conditions on local sidewalks. With extensive outreach, the Work Group hopes to increase awareness about the following four topic areas:

- What is the criteria for safe and accessible sidewalks?
- How does a well functioning pedestrian network benefit all in a community?
- Who is responsible for sidewalk maintenance?
- How can unsafe sidewalk conditions be resolved?

Recently all five local jurisdictions – the county and the cities of Santa Cruz, Watsonville, Capitola and Scotts Valley – agreed to common sidewalk maintenance standards covering the maximum width allowed for a crack or lift, and criteria related to clearance and surface conditions along the walkway.

According to the California Streets and Highways Code, property owners are responsible for maintaining sidewalks adjacent to their property. Unfortunately, the vast majority of property owners are unaware of this requirement, but would be wise to fix problems and avoid unnecessary legal hassles and associated costs. In many areas, help is available for property owners in the form of shared contractors, zero interest loans, grinding or tree selection.

The outreach campaign will include public service messages, detailed articles in print and electronic formats, notices in utility or other invoices, presentations to community groups and featured guests on radio or television shows.

Information about the Pedestrian Safety Work Group's public outreach campaign will be featured over time on the RTC's website: www.sccrtc.org. If you would like to sign up to receive this information directly or have outreach ideas, please call the RTC at 831 460-3200 or email info@sccrtc.org.

Share and Enjoy:

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Excerpt from KUSP's Land Use Report on the Radio Friday, September 2, 2011

The Pedestrian Safety Work Group

Because we can't really build our way out of traffic congestion, and because we need to solve our transportation and congestion problems by finding creative ways to use our existing transportation infrastructure more efficiently, transportation planning agencies are beginning to devote significant staff time and money to efforts to make that happen. On Monday, I talked about one such effort. The Santa Cruz County Regional Transportation Commission, or SCCRTC, has instituted a "Commute Solutions" program. The SCCRTC has also established a "Pedestrian Safety Work Group." The focus of this group is to make sure that everyone pays attention to the value of safe and accessible sidewalks.

Hard to believe isn't it? If we were walking more, we would be driving less. If we were driving less, we'd have a lot less traffic congestion. If you can't walk because there is no sidewalk, or because the sidewalk isn't safe, then there isn't even a chance that you will get out of your car when you need to get a half-gallon of milk at the local market. If you don't walk to the market when you could, lots of drivers will be stuck in the traffic on Mission Street in Santa Cruz, or on some other street, somewhere, here in the Central Coast Region.

The Pedestrian Safety Work Group wants you to demand safe sidewalks in good condition. You may be hearing about it in the local media, and there is more information in today's transcript.

For KUSP, this is Gary Patton.

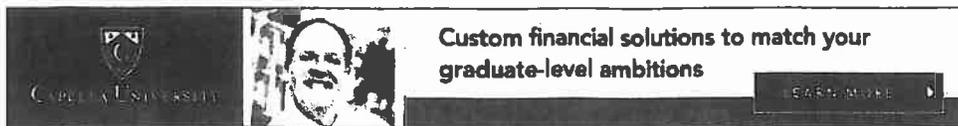
More Information:

Gary Patton writes a daily blog, "Two Worlds / 365" – www.gapatton.net

Pedestrian Safety Work Group Website –

<http://sccrtc.org/news/pedestrian-safety-work-group-initiates-public-outreach-campaign/>

For more information on the Pedestrian Safety Work Group contact Karena Pushnik, Senior Transportation Planner and Public Information Coordinator for the Santa Cruz County Regional Transportation Commission. She can be reached at 831-460-3210.



Street Smarts

Navigating Santa Cruz County

Property Owners Share Responsibility for Sidewalk Conditions

Posted on September 14, 2010 by Ramona Turner

This week, the Street Smarts Blog will feature articles written by guest bloggers from local transportation-related agencies and organizations. Topics include safety information about sidewalks and pedestrian issues from the Santa Cruz County Regional Transportations Commission, "Sharrows" and cycling issues from Ecology Action and child passenger programs by the Community Traffic Safety Coalition. Today's blog is from Karena Pushnik, a Senior Transportation Planner for the Santa Cruz County Regional Transportation Commission. She serves as the agency's Public Information Coordinator and is staff to the RTC's Elderly and Disabled Advisory Committee and its subcommittee, the Pedestrian Safety Work Group.

Every one of us is a "pedestrian" because we use the network of public and private walkways for some portion of the trip between our homes and our destinations.

For the past year and a half, five individuals representing people of various ages and abilities called the Pedestrian Safety Work Group have been working diligently on their mission "to ensure safe and accessible pedestrian travel and access throughout the county for the benefit of all residents." This dynamic group has been able to secure an Environmental Justice grant from Caltrans and a New Freedom grant from the federal government to not only identify, but also to make improvements to the local pedestrian network. However, in assessing the problems with the pedestrian network, they realized that the condition of the existing facilities was just as important as the missing facilities such as sidewalks, curb cuts and crosswalks. In addition, California state law requires that the adjacent property owner is responsible for maintenance of the sidewalk, a fact not commonly known or understood.

The Pedestrian Safety Work Group researched the roles and responsibilities for sidewalk maintenance in all five jurisdictions in Santa Cruz County and documented their findings in a report titled, "Improving the Safety and Accessibility of Sidewalks in Santa Cruz County: A study of Jurisdiction and Property Owner Responsibilities and Practices."

The report helps us all understand why common standards of maintenance would help avoid confusion, why an inventory of the current condition of all facilities is important, who is responsible for maintenance and to what extent, how individuals can report unsafe conditions, why a community value of 'safe and accessible sidewalks' is universally beneficial, and what programs are in place to help property owners make required repairs. In addition, the report/appendices include information about innovative processes employed in other areas.

Street Smarts

Navigating Santa Cruz County



RTC's new bike/pedestrian hazard report can be filed online

Posted on November 15, 2011 by Ramona Turner

Ramona Turner is on vacation this week but Street Smarts is not. This week's blogs were written by local transportation-minded agencies. Today's submission is from Karena Pushnik, a Senior Transportation Planner with the Santa Cruz County Regional Transportation Commission. The agency is responsible for delivering a full range of safe, convenient, reliable and efficient transportation choices for the community. Pushnik's article tells readers how they can easily report bicycle and pedestrian hazards countywide with the click of a button. Read on:

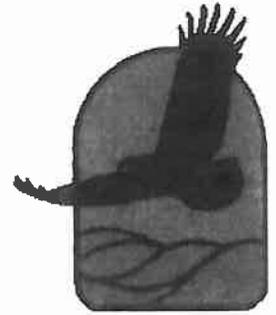
The Santa Cruz County Regional Transportation Commission recently updated both its website, as well as its companion Commute Solutions site. In the process, the agency made an important enhancement: bicycle and pedestrian Hazard Reports can now be submitted online.

The "new and improved" Hazard Report form, at <http://sccrtc.org/services/hazard-reports/>, makes it possible to have a one-stop location to report both bicycle and pedestrian hazards. The public is now able to enter the location of the hazard, upload a photo and select from a list of hazard types, such as pavement conditions such as potholes, plant overgrowth, obstacles, trip or trip potentials, lack of bicycle lanes or sidewalks, and inoperative signal detection systems.

Our Town

Newsletter of the

City of Watsonville, California



Watsonville's Vista 2030 General Plan

The City of Watsonville is in the process of holding community meetings to gain input on the Watsonville Vista 2030 General Plan Update.

The General Plan guides how, when, and where the City will grow over the next 25 years, and establishes the community's vision of what it wants to become and how it will be achieved through policy goals and objectives. It includes many elements such as conservation, land use, transportation, housing, public services, and parks and recreation, among others.

In 2010 the City was directed by the Court to modify certain sections of the General Plan and General Plan Environmental Impact Report (EIR) to comply with State law. These areas include airport land use policies, regional traffic impacts, and alternatives in the EIR.

The City held two meetings on the 2030 General Plan update in November, and will hold a final community meeting in January, 2012 to summarize the information from the previous two meetings and review the issues to incorporate in the General Plan update, and the draft project description for the EIR.

Following the community meetings, the City will work with their consultants to update the General Plan and Environmental Impact Report (EIR) to address the issues required by the Court and input gathered from the community meetings. The updated General Plan and EIR will be heard by the Planning Commission and the City Council at public hearings in the Spring of 2012.

For more information on the General Plan update process, call the Community Development Department at 768-3050 or visit www.ci.watsonville.ca.us.

Sidewalk Maintenance: Who is responsible?

Within the City of Watsonville, property owners are responsible to maintain the sidewalk, driveway, curb and gutter adjacent to their property in good condition so as to not interfere with public safety and use. If any of these areas become deficient (or a tripping hazard) repair is the responsibility of the property owner. This maintenance responsibility is defined by the California Streets and Highway Code.

Repairs must be made in accordance with City standards and performed by a bonded contractor. A City permit is also required for this work. In Watsonville, the property owner has the option to hire their own contractor or enter into an agreement with the City for repairs. **For more information, contact the Public Works and Utilities Department at 768-3110.**



With the New Year just around the corner, now is the perfect time to make healthy changes to your lifestyle, and the Parks and Community Services Department is here to help! Get off the couch and shake your groove thing in one of our Zumba Fitness classes. If you prefer a more competitive environment, join one of our adult sports leagues. If

Get Out, Get Moving, Get Healthy!

you're looking to get your shred on, we have two weight rooms, with very reasonable membership fees. Get your kids moving by signing them up for our youth soccer league this spring or our *Get Out, Get Fit* Camp this summer. For the little ones, we offer our fun *Itty Bitty Sports* program. And don't forget our summer swim lessons and recreational swim hours.

Free daily drop-in activities at our recreation centers offer plenty of additional opportunities to be active. In addition, our centers offer a variety of healthy cooking classes for kids.

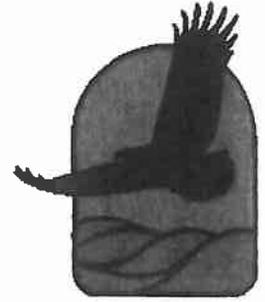
Finally, the PCS department provides nearly 150 acres of beautiful, well-maintained parks, and our friends in the Public Works and Utilities Department provide miles of trails through our magnificent local wetlands. What are you waiting for? Get out, get moving, and get healthy! **For more information, call 768-3240.**



Nuestro Pueblo

El Boletín de la
Ciudad de Watsonville, California

Diciembre de 2011



Plan General de Watsonville Vista 2030

La Ciudad de Watsonville está en el proceso de sostener reuniones comunitarias para obtener opiniones del público sobre la actualización del Plan General de Watsonville Vista 2030.

El Plan General guía el cómo, cuándo y dónde crecerá la Ciudad de Watsonville en los siguientes 25 años y establece la visión de la comunidad de en lo que quiere convertirse y cómo lo logrará a través de metas y objetivos. Incluye varios elementos tales como la conservación, uso de suelo, transportación, vivienda, servicios públicos, parques y recreación, entre otros.

En el 2010 la Ciudad fue instruida por la Corte para que modificara ciertas secciones del Plan General

y del Informe de Impacto Ambiental del Plan General (EIR por sus siglas en inglés) para dar cumplimiento a la Ley Estatal. Estas áreas incluyen las políticas para el uso de suelo de aeropuertos, impacto al tránsito regional y alternativas en el EIR.

La Ciudad celebró dos reuniones en relación a la actualización del Plan General para 2030 en noviembre y sostendrá una última reunión comunitaria en enero de 2012 para resumir la información de las dos reuniones previas y revisar los asuntos para incorporarlos a la actualización del Plan

General y la descripción del anteproyecto para el EIR.

Después de las reuniones comunitarias la Ciudad trabajará con sus consultores para actualizar el Plan General y el Informe de Impacto Ambiental (EIR) para abordar las cuestiones requeridas por la Corte y las contribuciones obtenidas durante las reuniones comunitarias. Las actualizaciones al Plan General y al EIR serán escuchadas por la Comisión de Planificación y por el Consejo de la Ciudad durante una audiencia pública en la primavera del 2012.

Para más información sobre el proceso de actualización del Plan General, llame al Departamento de Desarrollo Comunitario al 768-3050 o visite la página www.ci.watsonville.ca.us.

Mantenimiento de las aceras: ¿De quién es la responsabilidad?

Dentro de la Ciudad de Watsonville, los dueños de propiedades son responsables de mantener su acera, entrada de coches, cuneta y desagüe adyacente a su propiedad en buenas condiciones de manera que no interfieran con la seguridad pública y su uso. Si cualquiera de estas áreas se encuentra deficiente (o un peligro de tropiezo) la reparación es responsabilidad del dueño de la propiedad. Esta responsabilidad de mantenimiento se define en el Código de Calles y Carreteras de California.

Las reparaciones deben ser hechas en concordancia con los estándares de la Ciudad y deben ser realizadas por un contratista asegurado. También se requiere de un permiso por parte de la Ciudad para estos trabajos. En Watsonville, el dueño de la propiedad tiene la opción de contratar a su propio contratista o llegar a un acuerdo con la Ciudad para que ésta realice las reparaciones. Para más información, llame al Departamento de Utilidades y Obras Públicas al 768-3110.



Con el Año Nuevo a la vuelta de la esquina, ahora es el tiempo perfecto para hacer cambios saludables a su estilo de vida, ¡y el Departamento de Parques y Servicios Comunitarios está aquí para ayudarlo! Levántese del sillón y muestre su ritmo en una de nuestras clases de Zumba. Si usted prefiere un ambiente más competitivo, intégrese a nuestra liga de deportes para adultos. Si usted está buscando perder

¡Salga, sea activo y seamos saludables!

peso, contamos con dos salas de pesas, con cuotas de membresía muy razonables. Involucre a sus niños al inscribirlos a la liga de fútbol infantil esta primavera o a nuestro campamento de *Sal, Actívaté y Seamos Saludables* este verano. Para los más pequeños, ofrecemos nuestro programa divertido de *Deportes para los pequeños*. No olvide nuestras lecciones de natación durante el verano y las horas de natación recreativa.

Contamos con actividades diarias gratuitas en nuestros centros recreativos las cuales ofrecen oportunidades adicionales para estar activo. Además de estas actividades, nuestros centros ofrecen una variedad de clases de cocina saludable para los niños.

Finalmente, el departamento de PCS (por sus siglas en inglés) brinda cerca de 150 acres de parques hermosos, bien mantenidos y nuestros amigos del Departamento de Utilidades y Obras Públicas brindan millas de senderos a través de nuestros magníficos pantanos locales. ¿Qué está esperando? ¡Salga, sea activo y seamos saludables! Para más información, llame al 768-3240.



