

RESOLUTION NO. 98-48

RESOLUTION ESTABLISHING PAVEMENT MANAGEMENT POLICIES

WHEREAS, some streets in the City of Spring Lake Park are now approaching 30 or more years of age and are therefore, approaching the end of their useful life; and,

WHEREAS, in 1996, the City engaged its consulting engineers to do an in-depth analysis of the condition and need for repair of City streets and, provide information and recommendations to guide decision making for maintaining and rehabilitating City streets; and,

WHEREAS, the major objectives were to develop a pavement management plan that will preserve and/or improve the quality of the City's streets for the least cost; develop a plan that considers immediate and long term needs and prepare a systematic and workable method of financing; and,

WHEREAS, one of the most critical issues is the allocation of cost for the improvements between abutting and benefiting property owners versus general property tax payers; and,

WHEREAS, that report estimates the total cost of these improvements to approach \$7,371,500 based on a five year implementation plan; and,

WHEREAS, during 1997, a citizens' task force made up of citizens-at-large, studied the issues in depth and made detailed recommendations regarding implementation of a "street maintenance program".

NOW, THEREFORE BE IT RESOLVED, based on input from the task force, along with further study and consideration by the Mayor, Council and staff of the City of Spring Lake Park, that the following principles to guide the implementation of the pavement management program are hereby adopted:

CONSTRUCTION ISSUES

1. The duration of the Pavement Management Program is six (6) years.
2. Rebuilt or replaced pavement surfaces will be constructed of bituminous materials.
3. B618 concrete curb and gutter will be installed on all streets at the time of reconstruction or mill and overlay to establish drainage and prevent future deterioration.
4. Concrete driveway aprons will be installed and all landscaping damaged or destroyed by construction will be replaced or restored to its original condition.
5. Storm drainage improvements are important to the integrity and longevity of pavement. Therefore, storm water issues will be addressed in the feasibility reports for individual projects.

6. The existing sanitary sewer and water main system will be reviewed when overlay and reconstruction projects are undertaken. If it is determined that repairs/upgrades are required, they should be done as part of the street improvement project.
7. All private utilities will be notified and reviewed prior to construction.

MAINTENANCE ISSUES

1. The City will continue its existing sealcoating schedule by crack filling and sealcoating each street in the City every four years.
2. The City will make a priority of adequate funding for street maintenance programs.
3. Once new concrete curb and gutter is placed on City streets and drainage improvements are made, future street rehabilitation (besides crack filling or sealcoating) will involve milling and overlay rather than total reconstruction.
4. Future substantial improvements will be programmed as indicated by the Pavement Condition Index (PCI), which will be periodically updated by the City Engineer.

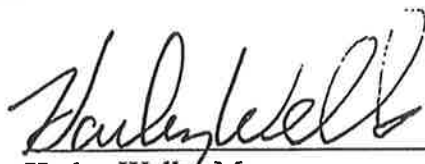
FINANCIAL AND ASSESSMENT ISSUES

1. The City will not assess for routine crack filling and sealcoating.
2. Single family lots will be assessed an average flat rate cost per lot, subject to inflationary increases over the length of the total program. The flat rate cost should represent approximately 45% of the cost to install concrete curb and gutter and rehabilitate residential streets. The remainder of the cost (approximately 55%) shall be a levy against property taxes.
3. Single family lots located on corners, will be assessed at the time the street in front of the home is improved and will not be assessed for the cost of improving the side street.
4. Other residential housing (multiple dwellings) will be assessed a proportion of the single family rate, calculated on a per unit basis.

5. All other property (commercial, industrial, school and churches) will be assessed at the full rate, based on the construction incurred as calculated on the entire front footage abutting the street projects. However, in some cases, if commercial/industrial properties have minimal frontage abutting the project, it may be appropriate to assess on a per lot basis or adjusted in some manner to reflect benefit received.
6. Storm sewer extensions, repairs/upgrades to the existing storm sewer system and repairs to the sanitary sewer and water main systems will not be assessed, unless it is felt that a benefit or upgrade is provided to the abutting property.
7. The term for assessments shall be ten (10) years and the City will provide all statutorily available deferment programs for citizens.
8. The interest rate of the assessment shall be two (2) points over the bond rate.
9. The assessment policy for properties abutting Municipal State Aid roads will be the same as other City streets.

SIDEWALKS AND BIKEWAYS

1. Sidewalks and/or bikeways will be included in projects where consistent with the City sidewalk/bikeway policy.
2. Individual neighborhoods may petition for additional sidewalks/bikeways that fall outside of adopted City policies, with the Council to consider including the sidewalks/bikeways provided the neighborhood agrees to pay the full cost.



Harley Wells, Mayor

ATTEST:



Barbara L. Nelson, Admr., Clerk/Treasurer

Adopted this sixteenth day of November, 1998.

ADDENDUM

Clarification of Item No. 4 Under Construction Issues:

4. Concrete driveway aprons will be installed and all landscaping damaged or destroyed by construction will be replaced or restored to its original condition.

The landscaping cited in Item No. 4 refers to trees and shrubbery on private property.

Trees and landscaping in the public right-of-way, including at the ends of driveways and around mailboxes, will be handled as follows:

- All trees required to be removed to facilitate construction will be removed as part of the project. Effort will be made to save as many trees as possible. All streets will be built to standard width and no narrowing will be done to save individual trees. No replacement trees or compensation will be made for trees that are taken down in the boulevard.
- Property owners having landscaping at the ends of driveways or at other locations within the right-of-way, will be given the opportunity to remove or relocate these features prior to construction. Any features remaining at the time of construction that must be removed to allow for construction, will be removed as part of the project. No compensation or replacement will be made. This policy also applies to decorative fencing and irrigation systems located within the right-of-way that must be removed to allow for construction.

Driveway access will be handled as follows:

- All property owners are entitled to one curb cut. A second curb cut is allowed only in situations where there is a second improved driveway that also leads to a garage. This includes those existing improved driveways that lead to an old garage that has been converted into a finished addition to the house.
- Driveway access will not be provided for a garage that currently has no driveway.
- If a resident would like to have an additional access, they must receive approval from the City Council.

January, 1999

INFORMATION REQUIRED FOR VARIOUS REQUESTS THAT MIGHT COME IN RELATING TO CURB CUTS:

SEE ATTACHED POLICY REGARDING CURB CUTS.

FOR A WIDER CURB CUT THAN ALLOWED BY POLICY: THE APPLICANT NEEDS TO:

- A. APPLY FOR A VARIANCE USING NORMAL PROCEDURE.
- B. PAY \$25 FEE (NO ESCROW; ESCROW TO BE COLLECTED IF AND WHEN THE VARIANCE IS DENIED AND APPLICANT DECIDES TO APPEAL THE DECISION.)
- C. NEIGHBOR APPROVALS
- D. SITE DRAWING WITH MEASUREMENTS OF EXISTING DRIVEWAY(S) AND PROPOSED CURB CUT.

FOR A SECOND CURB CUT REQUEST WITHIN POLICY: THE APPLICANT MUST COMPLETE A CURB CUT REQUEST FORM AND PROVIDE THE FOLLOWING SUPPORTING DOCUMENTATION:

- A. SITE DRAWING WITH MEASUREMENTS OF EXISTING DRIVEWAY(S) AND GARAGE(S).
- B. IDENTIFY THE CURRENT DRIVEWAY SURFACES
- C. IDENTIFY PROPOSED CURB CUT LOCATION IN REFERENCE TO SIDE PROPERTY LINES.

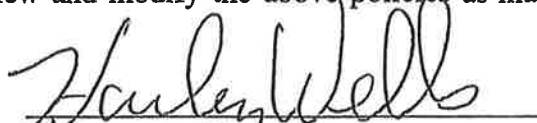
BUILDING OFFICIAL, PUBLIC WORKS DIRECTOR AND THE CITY ADMINISTRATOR ARE THE ONLY PEOPLE AUTHORIZED TO MEASURE AND DETERMINE THE COST OF ADDITIONAL CURB CUTS.

POLICY REGARDING CURB CUTS

JUNE, 2000

The following policies apply to curb cuts that will be created in the City as a result of street improvement projects:

1. The standard curb cut will be 12 feet wide to coincide with the width of a single car garage or up to 24 feet to accommodate a double or triple car garage.
2. Generally, the curb cut will be the width of the existing asphalt or concrete driveway or the existing garage, whichever is wider. This guideline shall be applied to properties with both single or double/triple garages and the 12 foot minimum, 24 foot maximum curb cut width (with availability of variance) is based upon the foregoing factors.
3. A variance of up to 20% may be requested by the homeowner if additional curb cut width is needed. If the Variance Committee does not approve the variance unanimously, the homeowner may appeal to the City Council. The initial variance fee will be \$25.00 and if appeal is sought, an additional \$50.00 escrow fee will be required.
4. Curb cut widths referenced in this policy shall mean the length of the curb at full depression. A taper will be made at each end of the curb cut to transition from the depressed curb to the full height curb. These tapers are not included in the measurement of the curb cut.
5. A concrete apron shall be constructed immediately behind each curb cut. It will have a minimum depth of 5 feet and will be the same width as the curb cut. A triangular concrete wing will be constructed on each side of the apron to connect the apron to the curb tapers.
6. In cases where the curb cut is narrower than the driveway, the apron shall be aligned with the edge of the driveway nearest the house. Appropriate tapering shall be done beyond the apron to transition from the apron to the driveway. The standard extent of the taper shall be to the property line.
7. The above policies are based upon the observations and circumstances known today, and any unknown circumstances that arise in the future not covered by these policies will come before the City Council.
8. The City reserves the right to review and modify the above policies as may be necessary.


Harley Wells, Mayor

ATTEST:


Barbara L. Nelson, Administrator

Adopted by the Spring Lake Park City Council this 19th day of June, 2000.