

**MUNICIPALITY:** \_\_\_\_\_

## **WALKWAY INSPECTION PROGRAM**

### **Municipal Owned Property**

**PURPOSE:** Over a period of time, sidewalks, crosswalks and paths become weathered, damaged and in poor condition. Because of the importance of maintaining municipal owned sidewalks and paths in a good and safe condition, an ongoing maintenance inspection program is necessary. These include sidewalks, including curbs and crosswalks constructed of concrete, bricks, pavers and exposed aggregate. Paths include walking or bike paths maintained by the municipality constructed of concrete, asphalt, stone, dirt or woodchips.

In order to assure that the program is effective, it is necessary to determine if sidewalks, curbs, crosswalks and paths are:

1. Free of cracks, depressions, potholes or holes
2. No trips hazards are present such as sign posts, grate covers or clean outs
3. Areas drain well and do not accumulate water
4. Surface is smooth and level

**ACTION:** It is suggested that the following procedures be considered for adoption.

1. All sidewalks and paths should be inspected a minimum of once a year.
2. A record of each location should be maintained and the condition recorded as noted.
3. Any sidewalk, curb, crosswalk or path that is damaged, cracked or missing should be repaired or replaced immediately.
4. Any sidewalk or path that is obstructed by any physical obstruction, such as a sign post; raised manhole or clean out, that obstruction should be immediately abated
5. Any path that is constructed of stones, gravel or dirt that has a depression or trip hazard shall be leveled.
6. If immediate repairs cannot be made, proper barricades, construction tape and other means should be used to block the area from use.

# SIDEWALK INSPECTION CHECKLIST

LOCATION: \_\_\_\_\_ ADDRESS: \_\_\_\_\_

TYPE OF SURFACE: (concrete, bricks, pavers) \_\_\_\_\_

SURVEYED BY: \_\_\_\_\_

DATE: \_\_\_\_\_ TIME: \_\_\_\_\_ AM/PM

HAZARDS TO CHECK	OK	N/A	NEED REPAIR	COMMENTS
Good drainage, away from entrances and walkways				
No door stops or projections sticking up out of sidewalk				
Walking surface free of depressions, cracks, holes, raised edges and drop offs				
Manhole covers, drain clean outs, water lids are flush with sidewalk and have secure lids				
Surface finish is rough, not painted or polished				
Standard warning signs are used where needed				
Signs or poles do not block walks or vision				
Curb and sidewalk joints are even				
Hand and guard rails at level changes & secure				
Good visual contrast at sidewalk ends, curbs and level changes				
Curbs free of holes, raised edges				
Handicap ramps & driveway aprons free of cracks, holes or raised edges				
Down spouts and rain gutters do not cause wet or icy walks				
<b>Corrective Action Needed</b>			<b>Referred To:</b>	