

**INSPECTION AND MAINTENANCE OF CONCRETE SIDEWALKS (EXCLUDING SNOW AND ICE)**  
**POLICY**

**Council Policy No. 109/24**

**PURPOSE:**

To establish a system of inspections and maintenance for sidewalks located in the City of Fort St. John that is reasonable and balances protection from risks associated with defects in sidewalks with other priorities given budgetary constraints. This policy does not include the inspection or maintenance of any asphalt trails.

**POLICY:**

**INSPECTION**

- 1) All sidewalks within the City are designated as Zone A or B, as per attached Schedule “A” (Map). The zones were established based on the number and type of pedestrian traffic using the particular sidewalk.

Zone A: Commercial, Schools, Parks and Hospital

Zone B: Residential and Industrial

- 2) All sidewalks designated as Zone A shall be inspected once a year.
- 3) All sidewalks designated as Zone B shall be inspected once every 3 years.
- 4) All defects or hazards identified shall be classified on a 3-point rating scale, as defined under Section 2 Sidewalk and Wheelchair Ramp Defects and Hazards, “Defect or Hazard Rating” table.
- 5) The inspection shall include assessing sidewalk condition and identifying any defects or hazards as set out in Section 2 of this policy.
- 6) The sidewalk inspections shall be done using GPS to record the location, type and level of the defect and will be stored in the City’s GIS system.

**REPORTING**

If any defect or hazard is reported outside of the regularly scheduled inspections, it shall be inspected by a member of the Development Services Department within 72 hours and treated in accordance with this policy.

## SIDEWALK AND WHEELCHAIR RAMP DEFECTS AND HAZARDS

All defects or hazards identified shall be classified on a 3-point rating scale as outlined in the tables below.

DEFECT OR HAZARD RATING			
Rating	Defect or Hazard	Serviceability	Repair Schedule
1	Minor	No effect on service	Review at next inspection
2	Moderate	Defect or hazard evident but still serviceable	As budget allows or part of a repair program
3	Major	Requires repair	Marked to advise the public of the defect or hazard and scheduled as soon as possible

### SIDEWALK DEFECTS

- 1) **Cracks and separations:** Defects that may or may not result in vertical or horizontal displacements.

Rating Scale	Criteria
1	Less than 1.25 cm height/depth
2	1.25 cm to 2.5 cm height/depth
3	More than 2.5 cm height/depth

- 2) **Heaves or settlement:** the surface is still continuous without any separations. Heaving and settling are rated by change in the grade of the sidewalk over a panel or 1.5 m.

Rating Scale	Criteria
1	Less than 2.5 cm change over 1.5 m
2	2.5 cm to 5 cm change over 1.5 m
3	More than 5 cm over 1.5 m

- 3) **Fillets:** repair patches resulting from previous maintenance.

Rating Scale	Criteria
1	Less than 5 cm missing
2	5 cm to 10 cm missing
3	More than 10 cm missing

- 4) **Scaling:** spalling, pitting, chipping or flaking of the surface of concrete or brick sidewalks.

Rating Scale	Criteria
1	Less than 1.25 cm height/depth
2	1.25 cm to 2.5 cm height/depth
3	More than 2.5 cm height/depth

- 5) **Obstacles:** include items set in the sidewalk such as, but not limited to, water valves, curb stops, manholes, tree grates, meter posts, etc.

Rating Scale	Definition
1	Less than 1.25 cm projection/depression
2	1.25 cm to 2.5 cm projection/depression
3	More than 2.5 cm projection/depression

All repairs, when complete, shall be recorded in the City's GIS System.

