SIDEWALK INSTALLATION POLICY
City Council Approved 8/25/2020

I. PREAMBLE

This policy has been implemented to promote pedestrian safety and walkability in the City of Stoughton by creating an interconnected network of sidewalks for recreation and destination travel.

II. POLICY STATEMENT

The long-term goal of the City of Stoughton is to install and maintain sidewalks to promote a walkable and safe environment for its citizens and visitors. This policy attempts to prioritize the installation of new sidewalks consistent with the City's Comprehensive Plan. The Common Council may approve a deviation from this Policy through a majority vote.

III. NEW SUBDIVISION AND DEVELOPMENT OF VACANT PARCELS SIDEWALK ORDINANCE REGULATIONS

A. Ord. 10-2c) – Requires sidewalks to be installed on vacant lots at the time of development prior to occupancy of the building.

B. Ord. 66-706 – Requires all new subdivisions to have new sidewalks installed on both sides of every street including new subdivisions.

IV. STREET RECONSTRUCTION AND INFILL SIDEWALK POLICY

A. All streets being considered for major reconstruction (i.e. curb and gutter) will be planned for sidewalks as follows:

1. Both sides of all collector traffic level streets.

2. Both sides of identified key routes to schools.

3. Both sides of identified key routes to parks.

4. Both sides of routes with identified heavy foot traffic such as the downtown area.

5. Whether to include sidewalk on either or both sides of existing local streets without existing sidewalks shall be determined on a case-by-case basis after consideration of the following factors:

   i. ADA accessibility

   ii. Available right-of-way

   iii. Vehicular and pedestrian traffic volume

iv. Connectivity to existing sidewalks

v. Excessive costs due to physical characteristics such as the need for extensive retaining walls

vi. Proximity to parks, schools, churches and other highly traveled destinations

vii. Environmental impacts such as trees and wetlands

viii. Length of dead end street or cul-de-sac

B. Repairs to existing sidewalks will follow the City's sidewalk replacement program and will be based on annual program funding.

V. Sidewalk Installation Approval Process

A. Staff identifies and submits Capital Improvement Project (CIP) road construction projects
B. The CIP Committee reviews and recommends road construction projects or engineering design requests for approval by Committee of the Whole (COW).
C. Requests displayed on website and social media.
D. The Committee of the Whole (COW) recommends road construction projects or design requests for approval to City Council.
E. Updated Requests displayed on website and social media.
F. The City Council will hold a Public Hearing at a Budget Meeting.
G. City Council approves road construction projects or design requests at the City Council Budget meeting.
H. Updated requests displayed on website and social media.
I. After the project gets approval in the capital budget, design for sidewalks shall commence and shall be designed by staff to fit within the above outlined policy. During preliminary design, constructability challenges and policy guidelines will be presented to the Public Works Committee for direction on how to proceed with the preliminary design. During preliminary design, the Public Works Committee shall determine whether the preliminary design for any local street described in Section IV. A. 5 should be constructed with sidewalks on either or both sides of the local street. In making any such determination, the Public Works Committee shall consider the factors in Section IV. A. 5. The committee's rationale and factors applied supporting its determination shall be stated in the minutes of the committee's meeting.
J. Staff shall present the preliminary sidewalk design to solicit feedback from the following stakeholder groups:

    a. Public Works Committee

b. From those property owners affected by sidewalk installation (Adjacent property owners shall be invited to a public meeting via letter sent through the United States Postal Service.)
c. City Council

K. Recommendations to deviate from the sidewalk installation policy shall be considered by the Public Works Committee and who will make a recommendation to the Common Council. The committee's rationale supporting deviation from the sidewalk policy shall be stated in the minutes of the committee's meeting.

L. Final approval to deviate from the sidewalk installation policy shall be voted on by the common council and the majority vote shall prevail. Final approval of the placement of sidewalks on local streets described in Section IV. A. 5 shall be made by the common council, after considering the determination of the Public Works Committee during the preliminary design phase, and the factors in Section IV. A. 5.

VI. COLLECTOR STREETS

North-South collector streets include: King Street, Lincoln Avenue, Van Buren Street, Kings Lynn Road, Page Street, Division Street, Fourth Street, Hoel Avenue, Veterans Road, Racetrack Road, Oak Opening Drive, Johnson Street and Academy Street. East-West collector streets include: Main Street, Hamilton Street, Greig Trail, Kreideman Drive, Wilson Street, Milwaukee Street, Roby Road, Jackson Street, Forton Street, Jefferson Street, South Street, and Academy Street.