




PRESERVATION OF BRICK STREETS POLICY
OFFICE OF THE MAYOR

POLICY NUMBER:	601.0	ISSUE DATE:	12/13/17	LAST REVIEW:	12/13/2017
SCOPE:	Public Public Works & Facilities Department	PAGES:	5	LAST REVISION:	12/13/17
ATTACHMENTS:	A. Assessment Calculation Method B. Petition Form	C. Restoration of Brick Installation Example D. Asphalt Rehabilitation Example			
REFERENCES:	Chapter 170, <i>Florida Statutes</i> – Creation of Special Assessments				
ISSUED BY:	Ashton J. Hayward III, Mayor				
SIGNATURE:					

I. AUTHORITY

Section 4.01 of the City Charter confers upon the Mayor the authority to determine the powers and duties assigned to the City departments. Section 5.02 of the Charter confers upon the City Administrator the authority to direct the daily operations of the City.

II. PURPOSE

The purpose of this policy is to provide a means by which individuals and entities that currently own property abutting a brick street or an asphalt covered brick street can request the City's assistance in repairing an existing brick street or uncovering a former brick street and restoring them to suitability for vehicular use, without unduly burdening the City's limited street repair funds. The intent of the policy is to define who bears the cost for the brick street repair and/or reconditioning.

III. POLICY

The City is responsible for the maintenance of non-state maintained streets to insure vehicular and pedestrian safety, improve and maintain vehicular usage, and to preserve the character of the City's streets and roadways – all within the constraints of existing budget and manpower resources. The City's normal practice for road resurfacing is an asphalt overlay, normally creating an effective life span of 10 – 20 years, depending on the use of the subject roadway. Some older sections of the City have blocks of formerly brick streets which have been covered with asphalt and blocks where the historic brick surfaces are exposed.

A properly installed brick street with a new subsurface may have a life span of several decades, but the preparation of that roadway is typically much more costly per block than modern paving surfaces. In order to fairly allocate existing resources and balance the preservation of historic features with the need to adequately maintain all roadways in the City, it is the policy of the City to require the approval of abutting private property owners and their commitment to sharing in the costs of reconstructing and maintaining historic brick surfaced streets in the City.

IV. PROCEDURES

A. STREET BRICKING BY REQUEST OF PRIVATE PROPERTY OWNERS

Private property owners abutting a continuous area of a street may petition the City to restore a preexisting brick street that has been covered with asphalt. The petitioning process and the cost-sharing principles for such action are described herein.

B. STREET BRICKING CATEGORIES

For the purpose of this policy, two categories of brick streets have been identified. The assessment to contiguous private property owners will be determined based upon the category that fits the proposed street. The two categories are:

1. Existing Brick Street

This category includes all existing brick streets. On some of these streets the condition of the road base underlying the brick surface has deteriorated. Historically, the original brick roads were built upon existing sandy soil that has allowed the brick to shift and settle over time, creating an undesirable road surface. To achieve a satisfactory road surface, the existing bricks must be removed and a proper road base installed. Since some loss of bricks occurs during the removal and reclamation process, it may be necessary to replace many of the original bricks with new bricks.

The net cost to the abutting private property owners will be assessed to each private property owner based on any equally distributed public linear footage of property footage plus each individual's linear footage of property frontage or other basis consistent with Chapter 170, *Florida Statutes*, or other applicable laws. A method used to calculate the assessment is described in *Attachment A*.

2. Asphalt Covered Brick Streets

Many brick streets in the City were paved over with asphalt in the past to improve vehicle usage and reduce maintenance. On these roads, the extent and condition of the bricks underlying the asphalt is unknown. Also, the original brick roads were built upon existing sandy soil that may have allowed the bricks to shift and settle over time, creating an undesirable road surface. To achieve a satisfactory road surface, after removal of the asphalt overlay, an assessment of the brick street is required in order to determine whether the bricks will need to be removed for subsurface preparation and repair and whether some or all of the bricks will need to be replaced.

The net cost to the abutting private property owners will be assessed to each private property owner based on any equally distributed public linear footage of property footage plus each individual's linear footage of property frontage or other basis consistent with Chapter 170, *Florida Statutes*, or other applicable laws. A method used to calculate the assessment is described in *Attachment A*.

C. BRICK STREET REPAIR AND/OR RECONDITIONING PROCEDURES

The following procedures will be used by abutting private property owners and the City in repair and/or reconditioning existing brick or asphalt-covered brick streets:

1. Abutting private property owners may request the City to repair or recondition an existing brick street surface or expose the covered brick surface by submitting a petition showing positive interest of private property owners owning a three-fourths (3/4) majority of the property frontage on the block of the street to be repaired or reconditioned. Petitioners must also provide proof that 100% of the property owners on the proposed street have been informed of the petition and the potential impact it may have on their property. Proof must be furnished with the petition that shows that a good faith attempt was made to notify all property owners of the petition by registered or certified mail.

A petition form is available from the City Public Works and Facilities Department (PW&F) to assist property owners in obtaining the necessary petition information. See *Attachment B*. The petition must include the following information and statements:

- a. Identification of the area to include street names and lots or properties within the area. The proposed street must be at least one block in length, from intersection to intersection.
 - b. A statement indicating that the individual signing the petition recognizes that there will be a cost increase borne by each abutting property owner through a special assessment program, if the petition is approved by the City.
 - c. Signatures of individuals or entities owning property within the designated area as shown by the Escambia County Property Appraiser. Signatures of persons or entities renting or leasing property will not be considered.
 - d. A statement indicating that a good faith attempt was made to inform all property owners with front footage on the proposed street and that they have been given the opportunity to sign or refuse to sign the document.
2. Upon receipt of the petition, the City will evaluate the petition to verify ownership against property records. If the petition is valid, City staff will examine the street and develop a cost estimate to repair or recondition the street. The cost estimate may include placement of new road base, curbs where needed, and any additional improvements that may be required to be performed while road work is being done. It will also include certain credits against the cost.
 3. The PW&F Department will review the petition to identify issues that may relate to public safety, health and welfare, and to determine if the proposed brick surface is compatible with the road surfaces in the surrounding areas. The Department will either recommend approval with

conditions as necessary or reject the petition if it is deemed invalid or not suitable due to public health, safety or welfare reasons.

4. The PW&F Department will prepare an estimate of the total assessment and the assessment for each private property. Installation charges will be calculated on both a single-payment basis and as an additional ten-year assessment on each private property owner's tax bill at an interest rate determined by the City. The staff will prepare calculations of the net assessment to each private property owner.
5. Implementation of the special assessment will comply with Chapter 170, *Florida Statutes*, or other applicable provisions of law. The City will coordinate the installation of bricks and curbing and any additional improvements with the imposition and levy of the special assessments.

D. DETERMINING BRICK STREET REPAIR AND/OR RECONDITIONING COSTS

1. Project Costs

The cost for the project will be calculated and will include the costs of new street bricks where required, road base, sand, curbs, any additional improvements, labor and equipment.

2. Credits

The current City budget provides for the milling and re-asphalting of asphalt covered brick streets. A credit will be given against the costs of creating an exposed brick street for the typical costs of asphalt surfacing the City would have provided at no cost to the property owners. This credit may include asphalt milling, road base, asphalt, curbs, any additional improvements, labor and equipment.

Additional credit will be given for the cost savings realized from not being required to resurface the asphalt road an estimated two more times in the following 50 years.

Assessment Calculation Method (Attachment A) reflects the methods used to calculate the assessment and credits.

E. PRIORITY OF PETITION REQUESTS

All brick street repair and/or reconditioning requests will be subject to the availability of funding. In a situation where there are more requests than funds available, the proposed requests will be prioritized by the Public Works and Facilities Director based upon the following criteria:

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|--------------------------------|------------------------------------------------------|
| a. Existing road condition | d. Extent of existing utility and stormwater repairs |
| b. Cost of construction | e. Constructability issues |
| c. Length of construction time | |

V. RESPONSIBILITY

The PW&F Department is responsible for the administration and enforcement of this policy. The PW&F Department shall further be responsible for providing any recommendations for modification or amendment to this policy.

VI. REVIEW

This policy shall be reviewed annually in the month of November by the PW&F Department for accuracy and efficiency and updated accordingly. That review shall be reported to the City Administrator for review and approval by November 30 of each year.