



## MEMORANDUM

**TO:** City Council Members

**CC:** Special Assessment Board

**FROM:** Dave Montgomery  
730-5039

**DATE:** May 12, 2017

**RE: Brick Sidewalk Assessment Policy**

Pursuant to Section 45-75 of the Duluth City Code, the SAB “may adopt such rules and regulations not inconsistent with the Charter nor with this Division such as the board shall deem advisable or necessary to give effect to this Section. Upon adoption of any such rules or regulations by the board, notice of the adoption thereof along with copies thereof shall be transmitted to the city council for review. Unless the council shall, by resolution, vote to delay or overturn any such rule or regulation by the meeting next proceeding the meeting at which council receives notice thereof, said rules and regulations shall be deemed thereafter to be effective and shall thereafter govern the practices and procedures of and before the board.”

At the December 13, 2016 meeting the Special Assessment Board determined that property owners with brick sidewalks will be responsible for repair of sidewalks adjacent to their property just like those owners that have a concrete sidewalk.

Allow the replacement of the brick sidewalks to be made with concrete if and only if the repair includes the entire length of the parcel. The property owner can have this done at their cost by a contractor that has been issued a sidewalk permit from the Engineering Division. Or, the owner can ask to have the work and cost completed by special assessment.

If the property owner only wants to repair a small area and not the entire length of the parcel, then the brick sidewalk shall be replaced with brick.

Clarify that brick areas, if they are repaired by special assessment, be assessed to the residents in the same manner as concrete sidewalks are assessed, which is at 100% of the project cost.