

The City of Cherry Hills Village

Street Paving Policy

Purpose

As a means of documenting the rationale, process and engineering specifications which make up the City's "Street Paving Policy", this document has been generated. The City of Cherry Hills Village has followed this policy for more than 20 years. It is not intended to be an absolute set of rules, but rather a guideline to be followed when considering a proposal to pave an existing public gravel street. In Cherry Hills Village, the City Council is the final authority for such improvement decisions, because they are charged by the City Charter, and by State law, with the ultimate responsibility for the guardianship on behalf of the public, for all public rights-of-ways within the City boundaries (with the exception of State Highways).

I. Rational

1. Local or residential street construction is the responsibility of the adjacent private property owners. Conversely, the government is responsible for arterial and collector street construction.
2. Normally, a subdivision developer will select the ownership category (public or private) and the construction type (gravel, asphalt, concrete) of new neighborhood streets at the time the land is platted and the development is created. The developer pays for this initial construction. The City will no longer allow the gravel option due to the Metro PM 10 air pollution reduction regulations.
3. Once built to proper standards, the City will accept the streets for maintenance. The government is then responsible for the upkeep, repairs and replacement (if necessary) of the local or residential streets.
4. If, after the initial land development phase, the adjacent property owners decide they want to change the construction type of the street, the adjacent private property owners must pay for this change. Once the change is complete, the City will again assume its maintenance responsibilities.

II. Procedure

1. Before considering a request for a street paving change, the City desires a show of neighborhood support for the project. The Council desires to receive an informal petition, signed by at least 80% of the affected neighborhood, which indicates their support for this change.

The City of Cherry Hills Village

Street Paving Policy

2. Once the petition is received, the City will conduct an engineering analysis of the area and prepare a cost estimate for the project. This analysis will document the existing street specifications and drainage facilities. It will also identify the upgrade standards and any modifications to the public right-of-way, which may be necessary. This step will include a map of the area and a preliminary designation of those properties, which might logically be assessed for the cost of the construction.
3. Armed with the information gained during the first two steps, neighborhood representatives are invited to meet with the City staff to discuss the project. Modifications to the proposed project are made as necessary.
4. A public hearing is scheduled and advertised before the City Council.
5. The City Council holds a public hearing to determine the following points:
 - a) Does the overwhelming majority of the neighborhood desire to change the construction type of the street?
 - b) How will the project be paid for and allocated among the property owners (voluntary cash contributions or special assessment district)?
 - c) Confirmation of the engineering aspects of the project.
6. City Council will then authorize (or reject) the project and establish a funding program.

III. Engineering Specifications

1. The City utilizes the standards and specifications, specified in the Asphalt Institute's Manual MS-1. This document requires a standard, six-inch compacted thickness of full strength asphalt. To reduce costs, up to two (2) inches of asphalt thickness may be reduced, providing the designated roadway to be paved has four inches of Colorado Class 6 road base materials, compacted to 95% density. The City may increase or decrease asphalt and sub-grade (road base) thickness requirements based on site specific conditions or traffic volumes.
2. Street side drainage facilities, including driveway culverts, will be factored into the project.

The City of Cherry Hills Village

Street Paving Policy

3. The City will provide those services to the paving project, which its staff is capable of providing at no cost to the project. These will include project coordination, rough grading of the street and of side drainage facilities and installation of driveway culverts. Engineering drawings and surveying (if necessary), final base preparation and compaction, and the placement of the new asphalt are the responsibility of the adjacent private properties.
4. After the City Council has approved the project, staff will schedule the paving as part of the next City Street Improvement Program. The contractor with the lowest expectable bid will perform the paving as a part of that process.
5. A standard right-of-way width is sixty (60) feet. However, the City has accepted a narrower right-of-way when conditions warrant. Dead-end turn-around is also required. Depending on the existing conditions, the city may require additional right-of-way to accommodate the turn-around. The goal of the City is to pave the street with the least impact on the surrounding properties as possible.

This policy is to be used in conjunction with all relevant existing City policies, procedures, rules and regulations.