



## **Staff Report**

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### RESOLUTION DEFINING THE LEVEL OF MAINTENANCE FOR PAPER STREETS

Honorable Mayor and Council Members:

#### **Summary**

There are streets that the City has accepted the public right-of-way, however, has not accepted the street because it was not up to City standards. These streets are frequently referred to as "Paper Streets". In some cases, the paper street was accepted with specific conditions that the City would maintain the roadway. However, there is no definition as to what the level of maintenance should be for an unimproved roadway that was accepted by the City. This report provides a definition of the level of maintenance for paper streets.

#### **Background**

The San Juan Hills Area Plan designates three unimproved roadway segments that are located within the city limits with an agreement to provide maintenance. The streets are Upper Lock Avenue, Lower Lock Avenue and Monte Cresta Drive. The San Juan Hills Plan does indicate that the City is responsible for maintaining these streets adequately to protect public safety. The Plan does not define what level of maintenance is required to protect public safety.

There have been requests from property owners along several of these paper streets to maintain the roadway. There is a need to define what the City is obligated to do to meet the level of maintenance that was committed to by previous Council action to protect public safety.

#### **Discussion**

The intent of defining the level of maintenance is to define what the City will be responsible for on an on-going basis to provide public safety without making specific improvements that will encourage additional development in the area that is inconsistent with the San Juan Hills Area Plan and the hillside road standards.

It is staff's opinion that the protection of public safety along the paper streets primarily means to provide access for emergency vehicles and maintain the roadway and any City installed drainage facility free of vegetation and debris. In addition, any soil originating within the street dedication will be removed from the graded portion of the roadway.

The San Juan Hills Plan reads that "Geologically distressed roads are a major public concern. Unstable or failed roads prevent safe access to homes, might interrupt utility service, and may interfere with provision of public services such as police and fire protection. Therefore, a high

degree of safety from roads is of great public importance. Given the geological hazards in the San Juan Area, providing geologically safe access is both important to the community and difficult to implement.

Some of the existing unpaved, substandard and paper roads that would need to be developed to serve vacant subdivided lots pass through areas categorized as moving deep landslides. These are the most critical geological hazards for roads.”

The unstable geological areas in the San Juan Hills were mapped by a geotechnical engineer. The study indicated certain roads should not be permitted, unless studies show that engineering solutions can make road development safe. Geotechnical investigations must be completed to build any road through one of the designated geological areas.

Many portions of these paper streets are known geological hazards. Therefore, there are portions of the roadway that are going to slide until specifically designed engineering solutions are designed and implemented. The level of maintenance of the paper streets shall not include the repair of slides adjacent to developed property of paper streets that have not been improved to the hillside road standards.

#### **General Plan/Vision Statement**

There is no impact from this acceptance.

#### **Fiscal Impact**

Fiscal impacts as the result of this resolution will be accommodated within the existing Public Works Maintenance budget.

#### **Public Contact**

Posting of City Council Agenda.

#### **Recommendation**

It is recommended that the following definition for level of maintenance of paper streets be approved:

1. The City will maintain the existing graded area along the paper streets that have not been subject to slides.
2. The City shall be responsible for the trimming and/or removal of all bushes, shrubs, debris and vegetation along the graded portion of the unimproved roadway to allow for the passage of vehicles or pedestrians.
3. All vegetation and debris shall be removed from any manmade drainage ditches installed by the City.
4. The City will remove any soil or debris originating with the street dedication.

5. The City is not responsible for grading or improving the roadway, drainage, or the removal of debris or soil that originates from private property adjacent to the street dedications.
6. The City will not repair any documented or undocumented slide along any portion of a paper street.

**Alternatives**

1. Refer back to staff for further information
2. Take no action
3. Deny request

**Attachments**

- A. Resolution

Respectfully submitted,

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Raymond E. Davis III, PE PTOE  
Public Works Director

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Terrence L. Belanger  
Interim City Manager

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Public Works Director  
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**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BELMONT  
DEFINING THE LEVEL OF MAINTENANCE FOR PAPER STREETS**

**WHEREAS**, the City has accepted the public right-of-way of streets, but has not accepted the street because it was not up to City standards, referred to as “Paper Streets”; and,

**WHEREAS**, there is no definition as to what the level of maintenance should be for an unimproved roadway that was accepted by the City; and,

**WHEREAS**, the San Juan Hills Area Plan designates three unimproved roadway segments, Upper Lock Avenue, Lower Lock Avenue and Monte Cresta Drive that are located within the city limits with an agreement to provide maintenance; and,

**WHEREAS**, the level of maintenance is to define what the City will be responsible for on an on-going basis to provide public safety without making specific improvements that will encourage additional development in the area that is inconsistent with the San Juan Hills Area Plan and the hillside road standards: and,

**WHEREAS**, the San Juan Hills Plan reads that “geologically distressed roads are a major public concern and that portions of these paper streets are known geological hazards”; and,

**WHEREAS**, fiscal impacts as the result of this resolution will be accommodated within the existing Public Works Maintenance budget.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Belmont recommends that the following definition for level of maintenance of paper streets be approved:

1. The City will maintain the existing graded area along the paper streets that have not been subject to slides.
2. The City shall be responsible for the trimming and/or removal of all bushes, shrubs, debris and vegetation along the graded portion of the unimproved roadway to allow for the passage of vehicles or pedestrians.
3. All vegetation and debris shall be removed from any manmade drainage ditches installed by the City.
4. The City will remove any soil or debris originating with the street dedication.
5. The City is not responsible for grading or improving the roadway, drainage, or the removal of debris or soil that originates from private property adjacent to the street dedications.
6. The City will not repair any documented or undocumented slide along any portion of a paper street.

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I hereby certify that the foregoing Resolution was duly and regularly passed and adopted by the City Council of the City of Belmont at a regular meeting thereof held on November 14, 2006 by the following vote:

AYES, COUNCILMEMBERS: \_\_\_\_\_

NOES, COUNCILMEMBERS: \_\_\_\_\_

ABSTAIN, COUNCILMEMBERS: \_\_\_\_\_

ABSENT, COUNCILMEMBERS: \_\_\_\_\_

\_\_\_\_\_  
CLERK of the City of Belmont

APPROVED:

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MAYOR of the City of Belmont