



NOTICE TO REPAIR SIDEWALK

DATE

PROPERTY OWNER

ADDRESS

CITY, STATE, ZIP

Tracking # Cityworks WO#

Parcel Description

Map: xxx Block: xxx Parcel: xxx-xx

Regarding: **ADDRESS OF SIDEWALK DAMAGE**

Dear: **PROPERTY OWNER**

You are notified and required to repair the sidewalk fronting **ADDRESS OF SIDEWALK DAMAGE** of which you are the owner/agent. California State Streets and Highways Code Section 5610 - 5611 holds the property owner responsible for the maintenance and repair of the sidewalk directly adjacent to their property. Please see the image included of the damaged area.

Repairs and/or corrections must be made in accordance with the provisions of the Oakland Municipal Code 12.04 and City of Oakland Standards and Specifications. A Curb Gutter Sidewalk (CGS) Permit must be obtained before any work commences with the exception of filling a tree well to level surface or replacing sidewalk that is 25 square feet or less. The CGS Permit may be obtained at the following link <https://www.oaklandca.gov/topics/engineering-services>.

THE CONDITIONS IDENTIFIED BELOW MUST BE REPAIRED/CORRECTED:

Item	Quantity	Units/Requirements
<input checked="" type="checkbox"/> Sidewalk Area	2280	Square Feet
<input type="checkbox"/> Driveway Approach	0	Square Feet
<input type="checkbox"/> Curb Length	0	Linear Feet
<input type="checkbox"/> Gutter Area	0	Square Feet
<input type="checkbox"/> Tree Cut Out		Fill in the tree cut out level with the walking surface
<input type="checkbox"/> Basement		Repair basement door, glass or vent

If you have questions, please call Lee White, Sr. Construction Inspector with the Department of Transportation at (510) 238-7288 from 8:00 a.m. to 4:30 p.m., Monday thru Friday, or email at lwhite@oaklandca.gov. Additional information may be obtained by searching the City of Oakland website at www.oaklandca.gov/topics/sidewalks.

Sincerely,

Sarah Fine
Program Manager, Complete Streets Paving and Sidewalks
Great Streets Division, Department of Transportation