

Sidewalk Survey Checklist

✓	CHECKLIST
	Gather background data. Obtain Sanborn Maps, assessor data and zoning maps of area if possible.
	Decide which areas are to be surveyed.
	Create a form to collect desired data for each building of interest. Include spaces for: address, number of stories, torsional, frame or shear wall, and a photo.
	Organize a large volunteer effort to help expedite the survey if possible.
	Assign volunteers their areas and make sure they know which ones are theirs.
	Conduct a building by building survey or areas of interest documenting any older reinforced concrete buildings.
	Develop a list of buildings by combining lists from: first walkthrough, Sanborn Maps, library research. Note any areas where there are conflicts.
	Google maps may be able to clear up some of the conflicts.
	Do a second walkthrough to capture any additional buildings missed and clear up remaining conflicts.
	Decide how to reconcile any final conflicts that remain after the second walkthrough.
	Write a summary report of your findings.

