

TOWN OF WINDSOR

SNOW CONTROL PLAN

2013-2014





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GOAL

One of the primary goals of the Public Works Department is to provide for the safe and orderly movement of traffic in the Town of Windsor (the Town) during snow storms. This snow control plan outlines the procedures used by the Public Works Department for snow removal operations.

INTRODUCTION

Windsor's annual snowfall average is 47 inches. When snow is predicted, town crews from the Public Works department and Parks division are re-assigned to different levels of snow removal. Crews are put on 12 hour shifts 24/7 and contractors are called-in to assist as needed. The Town and the contractors will do their best in getting streets open as promptly as possible.

The Town's snow removal plan is designed to focus on clearing of major arterial streets for emergency responders, schools, bus routes, and motorists providing a basic network of connected main streets. The information contained in this document explains in more detail the Town's normal snow removal procedures for Windsor's 143 miles of streets.

EMERGENCY DECLARATIONS

The Town Manager or his/her designee maintains the right and responsibility for the declaration of a snow emergency outside of this plan. This plan is not intended to be the determiner of a snow emergency or its declaration but may act as an aid in such determinations and a part of the response effort to such an emergency declaration.

SNOW REMOVAL PRIORITIES

Priority I (Trace to 3 inches)*: All main arterials and collector streets around schools are plowed. Hills and emergency facilities are treated with de-icing materials.

Priority II (3 inches to 5 inches)*: All main arterials, collector streets around schools are plowed. Hills and emergency facilities are treated with de-icing materials. Arterials considered for the minimum transportation network which must be plowed and kept open to provide transportation for medical facilities, police and fire stations.

Priority III (5 inches to 8 inches and with wind causing blizzard conditions)*: All main arterials are plowed, treated with de-icing material until storm subsides along with selected collector streets, around schools, hazardous stops and hills. All emergency facilities are treated with de-icing material and plowed if necessary arterials. All residential streets, cul-de-sacs and alleys are plowed as resources allow.

Priority IV (8 inches or more)*: Emergency Operations Center may be activated. Concentration is given to all main arterials, selected collector streets and emergency facilities. Collector streets, around schools, hazardous stops, hills and all emergency facilities are treated with de-icing material and plowed as soon possible thereafter. All residential streets, cul-de-sacs and alleys are plowed as resources allow. At the discretion of the Director of Public Works contractors called to assist.

*These are guidelines only and other factors may necessitate actions.

CUL-DE-SACS, PAVED ALLEYS AND DEAD-END STREETS

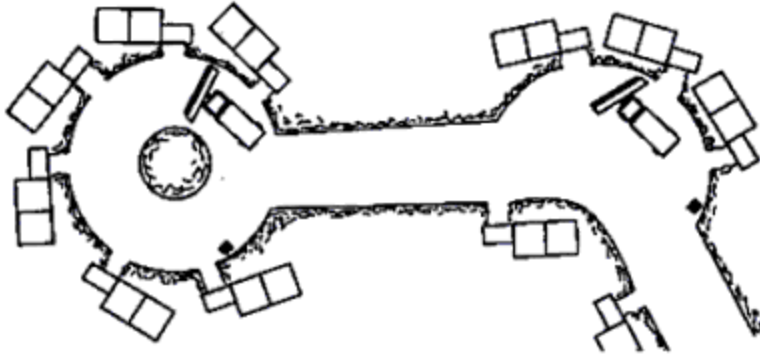
There are over 300 cul-de-sacs and dead end streets in the Town of Windsor in addition to numerous more paved alleys. The Town incurs proportionally more time and costs clearing snow from these streets than typical “uninterrupted” stretches of streets. It is the Town’s intent that cul-de-sacs, paved alleys, and dead end streets will be cleared during Priority III and higher and will be addressed as Town resources allow.

In anticipation of impending snow storms, it is ***strongly*** recommended that citizens prepare in advance to have vehicles parked off of the street regardless of the time of day. It is dangerous and difficult to plow streets clogged with parked vehicles. Cul-de-sacs ***may*** not be plowed if plows cannot safely drive down them. The most helpful thing residents can do to facilitate snow removal is to get their cars off the street and encourage others to do the same. Residents can also help by removing trailers, portable basketball standards and garbage cans (all of which should not be parked or stored in the street) from the street any time snow plows are out working. Snow removal in inclement weather is challenging enough on a “clear” road and these obstacles only increase the difficulty for crews to plow snow. If these streets and alleys become snow packed, they may not be cleared to the same extent as other streets such as arterials and collector streets.



In an effort to become more efficient, Town snow crews will (when feasible) use the following standard in plowing snow in cul-de-sacs, paved alleys, and dead end streets:

Cul-de-sacs: One full pass will be made around the perimeter of the cul-de-sac with snow pushed to the center for at least the “bowl” portion of the cul-de-sac. This will create an island of snow in the middle of the bowl with a passable travel lane around the outside of the cul-de-sac bowl. On longer cul-de-sacs, snow may be pushed to the “right” or to the curb and gutter for the length of the cul-de-sac and plow to the center in the “bowl”. As time allows after a heavy snow, the snow will be plowed out of the center of the cul-de-sac bowl and/or dispersed to the side of the street.



Paved alleys: Alleys will be plowed with a single pass down the center of the alley with snow pushed generally to one side or the other, at the discretion of the plow driver.

Dead-end streets: Dead-end streets will be plowed to the end of the street with the snow stockpiled in the street beyond the last driveway to the greatest degree possible.

SIDEWALKS, PUBLIC PROPERTIES AND PARK TRAILS

Business owners, residents and private contractors are strictly prohibited per Section 11-3-10 of the Municipal Code from encroaching on public right-of-ways (ROW) by pushing snow from private lots onto the Town's ROW. For example, snow from private property may **NOT** be placed in public streets, on or around fire hydrants and Town parking lots. Public ROW typically extends 5 feet behind the curb.

Such practices can block drainage or create a hazard on public sidewalks. Piled high enough, snow can block a motorist's views of oncoming traffic. Snow that is plowed onto a street (even temporarily) can create a serious hazard for motorists and creates a liability for the party responsible for pushing the snow onto the public ROW.

Windsor property owners and/or occupants are responsible for keeping all sidewalks free of snow and ice. In the event such owners or occupants fail to remove snow and ice from such sidewalks within twenty-four (24) hours after the accumulation of snow and ice thereon, the Town may have the sidewalks cleaned and cleared of snow and ice, and the cost thereof, including inspection and other incidental costs and an additional cost for administration not to exceed ten percent (10%), shall be assessed against the property per Section 11-7-10 of the Municipal Code.

The Town is responsible for clearing sidewalks at Town owned facilities such as Town Hall, police department and the Community Recreation Center (CRC). The Town also clears parking lots at Town facilities. These snow removal functions may be done by Town staff, contractors or a combination of the two. The Town will remove snow from park trails as resources allow.

MISCELLANEOUS INFORMATION

Low priority streets

During major storms, traffic on low-priority streets usually causes the snow to become packed or icy before it can be plowed. When snow has become compacted on low-priority streets and plowing is ineffective, operations may be discontinued until regular working hours. The goal in plowing for low priority streets is to simply provide a plowed lane in each direction of travel, as time allows the snow plow operators to do so.

On-Street Parking

On-street parking is prohibited when there is an accumulation of two (2) inches or more of snow on the following streets: 4th, 5th, and 6th Streets between Walnut and Ash Streets, except those portions of 6th Street lying north of Main Street. Any vehicle (except an emergency vehicle) found parked in the designated area shall be towed or removed at the expense of the owner and without delay per Section 8-2-40 of the Municipal Code. There is no parking in the downtown area from 3 a.m. to 5 a.m. of any day per Section 8-2-20 of the Municipal Code.

As stated earlier, it is ***strongly*** recommended that citizens prepare in advance to remove vehicles and other items off of the street regardless of the time of day. The most helpful thing residents can do to facilitate snow removal is to get their cars off the street and encourage others to do the same.

Downtown Snow Removal

The Downtown area (Main Street from 7th Street to 3rd Street from Walnut Street to Ash Street) is snow plowed from curb to curb at least once during a snow event. Snow removal crews will make an attempt to plow curb to curb in the Downtown area between the hours of 3 a.m. and 5 a.m. when no parking is allowed in this area. Businesses in this area are encouraged to shovel snow from their sidewalks onto the street prior to the Town's snow removal crews arriving. Snow removal crews will attempt to remove snow in a timely manner and as resources allow.

HOW YOU CAN HELP

- ❖ When trucks are plowing snow and spreading material, **STAY BACK** from the truck a minimum of 100 feet to avoid problems!



- ❖ Plow trucks *may* have to back up and there are blind spots in the mirrors; therefore for your safety, **DO NOT** pull up directly behind them. They may not be able to see you.
- ❖ When cleaning driveways or parking lots, **DO NOT** put snow in the street or public ROW. This can cause problems for other motorists or emergency services as well as it can cause drainage issues and is a violation of Town ordinance Sec.11-3-10.
- ❖ Plow trucks *generally* push snow to the passenger (right when operating the truck) side of the truck. **NEVER** attempt to pass a truck on the right since there can be much more snow on that side of the vehicle.
- ❖ Snow plow blades are *generally* wider than the vehicle they are attached to in order to maximize the effort to clear the road. Use caution when attempting to pass a snow plow vehicle.
- ❖ If you do not have to go out then **DON'T!** Avoid driving unless absolutely necessary.

- ❖ If a “storm advisory” is posted for the area, make arrangements to get supplies and errands completed **PRIOR** to the storm hitting.
- ❖ If you do get stuck or slide off of the road, please do not leave your vehicle stranded, arrange for it to be towed to a safe location. Town plow drivers **WILL NOT** pull private stuck vehicles out of ditches or snow drifts.
- ❖ Park your vehicle in your driveway.
- ❖ Do not allow your vehicle to hang out of the driveway onto the street.
- ❖ Remind your children to stay behind the sidewalks when they see the plow trucks coming towards them.
- ❖ Remind your children that snow piles in the street **ARE NOT A PLAY AREA!**
- ❖ Remove portable basketball goals, hockey goals, skateboard ramps and other structures from the street. This will enable plow trucks to reach the curb and eliminate damage to the truck or portable structure.
- ❖ Maintain trimmed tree branches along the street.

FREQUENTLY ASKED QUESTIONS

Why doesn't the Town plow residential streets after every storm?

Residential streets are plowed during or after a storm according to the priority designation of the storm and the street. For more information, please refer to the “priorities” established at the beginning of the “Snow Control Plan”.

How does the Town determine which streets are plowed first?

Staff will evaluate the weather conditions during each storm and dispatch snow removal crews to impacted areas as needed.

Why do the plows cover over the areas I just shoveled? Am I responsible for those areas?

Snow plow drivers will make every effort to avoid plowing snow onto the sidewalks and driveway entrances. However, in the process of removing snow from the roadways there may be times that this cannot be avoided and sidewalks or driveway entrances may become covered. Sidewalks must be cleared within 24 hours of the end of the snow storm per Sec.11-7-10 of the Municipal Code.

Who is responsible for clearing and maintaining sidewalks during a snow event?

Windsor property owners and/or occupants are responsible for keeping all sidewalks free of snow and ice. Owners and/or occupants have 24 hours from the time the storm stops to clear the areas they are responsible for.

Who is responsible for clearing and maintaining trails during a snow event?

The Town will remove snow from Town maintained trails as resources become available.

Why are only portions of the street plowed on residential streets?

When conditions warrant, residential streets may only be plowed enough to give residents access to the highest priority streets. Plowing from curb to curb is not always practical because it would require more time and moving of many vehicles that park on the streets. Clearing the snow from driveway entrances is the responsibility of the property owner.

I saw a Town snow plow driving around during the storm with its blade up. Why wasn't it plowing?

It is the goal of the Town to plow streets systematically and efficiently. When snow plows are moving from one location to another, or returning to refuel or have more de-icing material loaded onto the truck, they travel with the plow blades up.

How many miles of streets are plowed in the Town of Windsor?

There are 143 miles of streets in the Town that may get plowed in the Town. However, that number can triple or quadruple when one factors in "lanes". For example, Main Street from 7th Street to 15th Street is approximately 1 mile; however it is 4 lane miles due to the four lanes that exist on Main Street (this does not include turn lanes).

How many pieces of equipment are used in the snow plowing effort?

The Town has five (5) dump trucks, one (1) 1 ton pickup, two (2) ¾ ton pickup trucks, one (1) tractor, one (1) loader and one (1) backhoe that are available for snow removal. During a snow event, all of these pieces of equipment are utilized in one form or another.

What material does the Town use for de-icing the streets?

The Town uses primarily de-icing salt on the roads. Crews are trained on sensible salting techniques, and all snow plow trucks are calibrated to spread only the amount of de-icing salt required to de-ice the roadways. The Town does not use Mag-Chloride or sand.

Why not plow to the center of the street?

Plowing snow to the center of the street can be very hazardous to motorists; traffic flow is restricted by eliminating a portion of a lane, the freeze/thaw cycle deteriorates the pavement and icy driving conditions are created when the melting snow freezes on the pavement every night. This practice can also create sight obstructions for low vehicles and cause problems for residents entering and exiting roadways.

Who do I call to report problems with snow removal?

Call the Public Works Department at 970-674-5400, Monday-Friday, 7:00 a.m. to 3:30 p.m. or after hours call 970-674-5415. If you encounter an emergency situation, call 911.