

RESOLUTION NO. R08-31

A RESOLUTION ESTABLISHING THE POLICY REGARDING THE LEVEL OF SERVICE FOR THE REMOVAL OF SNOW AND ICE, THE PLACEMENT OF SALT ON CITY STREETS, AND STREET PLOWING PRIORITY DURING WINTER MONTHS, WHICH ARE SPECIFICALLY DEFINED AS NOVEMBER THROUGH MARCH.

WHEREAS, the Syracuse City Council wishes to establish a policy by which all residents will know the level of service with respect to the removal of snow or ice and placing of salt material on any City street or road during the winter months; and

WHEREAS, the Syracuse City Council believes that is in the best interest of the residents for the City to assume basic responsibility for control of snow and ice on City streets; and

WHEREAS, this policy and level of service are to be implemented within the amount of money budgeted for this service and as contained in this City's street maintenance budget and approved yearly by the City Council; and

WHEREAS, the clearance of snow or ice and maintenance of the City streets during the winter months is primarily for the benefit of the local residents of this city, each storm has individual characteristics and must be dealt with accordingly. The portion of the roadway improved for travel will have upon it snow and ice in compacted condition. These weather related conditions may be continuous or they may be more concentrated on major roads and/or intersections; and

WHEREAS, the City will provide such service in a safe and cost effective manner, keeping in mind safety, budget, personnel, and environmental impacts; and

WHEREAS, the public Works Department is given the responsibility for ensuring adequate snow and ice control on City Streets occurs in a timely fashion; and

WHEREAS, the Public Works Department has prepared an attached Snow Plowing Policy.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF SYRACUSE CITY, DAVIS COUNTY, UTAH that the City of Syracuse does hereby establish and adopt a policy with regard to snow and ice removal and placing salt material on City streets during the winter months as follows:

Section 1. PURPOSE. The purpose of this Resolution is to establish a policy with regard to the removal of snow and ice and placing salt or other de-icing material on City streets during winter weather conditions. This policy and the level of service are to be implemented within the amount of money budgeted for this service as

provided in the Street and Public Works budget. This policy supersedes all previous written and unwritten policies regarding the removal of snow and ice and the placing of salt or de-icing materials on City streets.

Section 2. ADOPTION. The Syracuse City Snow and Ice Removal Policy is hereby updated and amended to read in its entirety as set forth in "**Exhibit A**" attached hereto and incorporated herein by reference.

Section 3. SEVERABILITY. If any section, part or provision of this Resolution is held invalid or unenforceable, such invalidity or unenforceability shall not affect any other portion of this Resolution, and all sections, parts and provisions of this Resolution shall be severable.

Section 4. EFFECTIVE DATE. This Resolution and the policy set forth herein shall become effective immediately upon passage.

PASSED AND ADOPTED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH, THIS 25th DAY OF NOVEMBER 2008.

SYRACUSE CITY

ATTEST:

Cassie Z. Brown, City Recorder

By: _____
Fred Panucci, Mayor

EXHIBIT A
Syracuse City
Snow & Ice Removal Policy

1. Introduction

The City of Syracuse annually budgets funds for and assumes basic responsibility for control of snow and ice on City Streets. The City will provide snow and ice control for routine travel and emergency services in an effort to serve the greatest number of vehicles possible, given safety, budget, personnel and environmental constraints. The City will use City employees and equipment to provide this service. In extreme emergency situations, private contractors may be employed to assist in providing this service.

2. Policy

Each year the Public Works Department prepares a map of the City showing the City-maintained street system. The City is divided into routes in which ice control and snow removal will be performed. The routes are periodically revised to correspond with budgetary, equipment and personnel resources available and new local streets added each year with development. The equipment is assigned for each route based on availability and the effort required for the control of ice and snow. In general, the higher-volume collector streets (Priority One streets) which connect major sections of the City and provide primary access for emergency fire, police and medical services will be plowed first. The second priority streets are those streets providing access to schools and commercial business. The third priority streets are low-volume, local residential, subdivision streets, and cul-de-sacs. Due primarily to budget cost Syracuse City does not maintain a "bare pavement" policy on any City street or right of way.

3. Commencement of Operations

Snow plowing and/or ice control operations shall commence under the direction of the Public Works Director. In his absence, the City Street Superintendent is the designated representative to manage snow removal operations. Notice of plowing need is typically provided from the Syracuse Police patrol officers during late night time hours. The snow removal operations will begin in accordance with the following criteria:

- A. Snow accumulation of 2-3 inches - minor salt distribution only;
- B. Snow accumulation of 3 inches or more; plowing commencement
- C. Drifting of snow that causes problems for travel;
- D. Icy conditions which seriously affect travel; and
- E. Time of snowfall in relationship to heavy use of streets (i.e. weekday a.m. and p.m. commuter periods).

Snow and ice control operations are expensive and involve the use of limited personnel and equipment. Consequently snowplowing operations will not generally be conducted for snowfall of less than 2 inches. Furthermore, during more severe storms (snowfall in excess of 8" inches) removal may take up to 48-72 hours to complete. In storms of this severity, the City has established an objective of maintaining at least one lane as "passable" on each City street. During light snowfall, the Public Works Director may send out City equipment to "spot" salt icy areas or intersections.

4. Snow Plowing Procedures

Streets will be plowed and salted according to established priority. Priorities are set based upon traffic volume, public safety, access to emergency response facilities, and schools.

Priority One routes are plowed first; these streets are major collector roadways and arterial linkage roads. (i.e. 1000 west, 2000 west, 2700 south, etc.) City crews will then proceed to streets identified as **Priority Two** routes which are minor collector streets which serve schools and subdivision collection routes, (i.e Banbury, Allison Way, etc.) and then lastly, **Priority Three** streets which are low volume streets such as local residential subdivision roadways, and cul-de-sacs. The City will address Priority Three streets as time and equipment availability permits. Furthermore, severe weather conditions may delay or impact Priority Three street cleaning operations. Trails and sidewalks will be plowed last.

Snow will be plowed in a manner so as to provide access as soon as possible and to minimize any traffic obstructions. The center of the roadway will be plowed first. The snow shall then be pushed from left to right to the side of the roadways. The discharge shall go onto the park strip and side road area of the right-of-way. Streets and cul-de-sacs are initially plowed with a single pass to open all routes as soon as possible. It is the Public Works Department goal to have the street system cleaned after a "typical" snowfall in approximately 24-36 hours. Depending on snowfall conditions and duration of the storm, streets will not always immediately be able to be completely cleared of snow and require multiple passes of equipment or later "side cleaning" passes.

5. Suspension of Operations

Generally, operations will continue until all roads are passable. Widening and cleanup operations may continue immediately or on the following work day depending upon conditions and circumstances. Safety of the plow operators and the public is important. Therefore, snowplowing/removal operations may be terminated after 12 to 14 hours to allow City personnel adequate time for rest. There may be instances where this is not possible depending on storm conditions and other circumstances. Operations may also be suspended during time periods of limited visibility, significant winds or drifting snow so as to not jeopardize the safety of city employees and equipment. Any decision to suspend operations shall be made by the Public Works Director based on the conditions of the storm. The City's critical mission of access to emergency fire, police and medical services will be maintained during a major snow or ice storm event.

6. Use of Salt or Other De-icing Material

The City is concerned about the effect of salt on the environment and will limit its use for that reason. Therefore, it is the policy of the City to utilize salt at locations where there are hazardous or slippery conditions. This provides for traction but is not intended to provide a "bare pavement" roadway service level throughout the City during winter season timeframes or winter conditions. The City will not be responsible for damage to grass caused by salt or other de-icing materials and therefore will not make repairs or compensate residents for salt damage to turf areas in the street right-of-way or damage to motor vehicles.

7. Property Damage

Snow plowing and ice control operations can cause property damage even under the best of circumstances and care on the part of the operators. The major types of damage are to improvements in the City right-of-way, which extends approximately 6' to 12' beyond the curb location. The intent of the right-of-way is to provide room for snow storage, utilities, sidewalks and other City uses. However, certain private improvements such as mailboxes, landscaping and other private installations are located and allowed by the City within this area.

- a. Mailboxes - Mailboxes should be constructed sturdily enough to withstand snow rolling or pushing off a plow or wing. While the installation of mailboxes on the city right-of-way is permitted, the mailbox owner assumes all risk of damage except when a mailbox is damaged through direct contact by a plow blade, wing, or other piece of equipment. If a mailbox is damaged due to direct contact by snow plowing equipment, the City, at its option, will repair or replace the mailbox at a cost not to exceed \$75.00. Damage resulting from snow rolling off a plow or wing is the responsibility of the resident or mailbox owner.
- b. Landscaping - Property owners assume all risk of damage for landscaping, including nursery and inanimate materials that are installed or encroach on City right-of-way. The City assumes no responsibility for damage incurred to these non-permitted elements as a result of snow plowing

and ice control activities. In addition, inanimate materials such as boulders, timbers, etc. are a hazard and can cause damage to plow equipment.

- c. Other Private Installations - The City will assume no responsibility for underground lawn sprinkling systems, exterior lighting systems, underground electronic dog fences or any other non-permitted features privately installed within the City right-of-way.

8. Snow Storage / Wing Plowing

Ongoing snow and ice control efforts require the use of the entire City right-of-way and easement areas for storage of plowed snow. Depending on the volume of snow, available storage within the right-of-way can become limited and/or create sight obstructions or block the delivery of US postal mail. Since it is financially impossible and impractical to remove snow from all park strips or side road storage areas and intersection corners, the City, at the Public Works Superintendent's direction will "wing plow" snow banks along the right-of-way to improve sight distance hazards. This winging operation results in snow being pushed farther back onto the right-of-way area. Right of Way area is typically back of sidewalk to back of the parallel sidewalk across any given street or as defined in the City's master transportation plan.

9. Residential Driveways and Sidewalks

One of the most frequent and most irritable problems in removal of snow from the public streets is the snow deposited in driveways during plowing operations. Snow that accumulates on the plow blade has no place to go but into the driveway. Snowplow operators make every attempt to minimize the amount of snow deposited in driveways, but the amount can still be significant. Based on the priorities and staffing level, City personnel do not provide driveway cleaning. Possible exceptions are at the discretion of the Public Works Director for emergency response situations.

City residents are required by ordinance to clear the sidewalks fronting their homes and businesses within 24 hours after a storm. The City appreciates the assistance that Citizens provide in making this snow removal policy work effectively. When clearing snow from walks and private driveways it is unlawful to place or cast any substance into a City street as per ordinance 4-1-16. Furthermore, it is unlawful to place snow removed from a sidewalk or other public place in manner so as to cause a hazard to vehicular or pedestrian traffic.

10. Sidewalks and Trails

The City will maintain sidewalks on City Owned property and trails throughout the City. A map of those sidewalks and trails are attached. Also attached is a Policy for removal of snow and ice from sidewalks and trails. As there are a limited number of personnel available, the City will only maintain these sidewalks and trails after the streets have been plowed.

11. Mail Delivery

Snowplow operators make every effort to remove snow as close to the curb line as practical in order to provide mail delivery access to mailboxes. However, it is not possible to provide perfect conditions and minimize the damage to mailboxes with the size and type of equipment the City operates. Significant amounts of snow will reduce storage capacity of such snow along the roadway and impact the ability of the City to remove excessive amounts of snow and ice. Therefore, the final cleaning of snow adjacent to mailbox(s) is the responsibility of each resident; or group of residents if a community postal box is in service but denied mail delivery due to excessive snow stockpiling parallel to the City right of way.

12. Vehicle Parking

Vehicles parked upon City streets are required to be removed prior to snow fall events during the months of November to March. Major factors affecting the efficiency of snow removal procedures are storm intensity and duration. To assist City crews to complete snow removal operations in a safe and timely manner, vehicles parked on the street or abandoned during severe weather will be towed at owners expense.

13. Complaints

Complaints regarding snow and ice control or damage will be taken during normal working hours and handled in accordance with the City's complaint procedures. Complaints involving access to property or problems requiring immediate attention will be handled on a priority basis. Response time should not exceed twenty-four (24) hours for any complaint. It should be understood that complaint responses are to ensure that the provisions of this policy have been fulfilled and that all residents of the City have been treated uniformly. It is the City's intention to log all complaints and revise this policy as necessary, taking into consideration the constraints of City resources.

14. Utility Structures

Except as otherwise provided in any license or franchise agreement, the City will only be responsible for damage to utility pedestals and transformers within the right-of-way resulting from direct contact by City snow and ice removal equipment. City liability shall be limited to actual cost to repair the damages as documented by invoices submitted to the City by the utility.

Policy on Removal of Snow and Ice from Sidewalks and Trails

1. Introduction

This document is an addendum to the policy governing snowplowing and ice control on public streets. Winter maintenance of public trails and sidewalks is commenced upon completion of winter street maintenance.

2. Policy

Each year the Public Works Department prepares a map depicting the trails and sidewalks which will be maintained through the winter months. Generally this map includes bituminous on and off street trails, sidewalks, and "school route" sidewalks. Snow removal and ice control on residential sidewalks is the responsibility of the property owners residing or controlling the properties adjacent to these sidewalks.

3. Commencement of Operations

Snow and ice removal from sidewalks and trails typically commences one full day after a snowfall of three inches or more. Scheduling of work is dependent upon the release of personnel from their street maintenance duties. Priority is awarded to school sidewalk routes and high use trails. Trails and sidewalks should be cleared as thoroughly as possible but need not be cleared of all ice and snow nor will they need be maintained to bare pavement.

4. Snow Storage

In most instances snow and ice removed during the street maintenance is deposited onto the park strip and sidewalk / trail area. Trail and sidewalk clearing operations may result in this snow and ice being placed farther "back" onto the park strip. In places of extreme confinement, snow and ice may be bladed down a trail or sidewalk for a distance prior to being deposited onto the park strip.

5. Property Damage

Snow plowing and ice control operations can cause property damage even under the best of circumstances and care on the part of the operators. The major types of damage are to improvements in the City right-of-way, which extends approximately 6' to 12' beyond the curb location. The intent of the right-of-way is to provide room for snow storage, utilities, sidewalks and other city uses. However, certain private improvements such as mailboxes, landscaping and other private installations are located within this area.

- a. Mailboxes - Mailboxes should be constructed sturdily enough to withstand snow rolling off a plow or wing. While the installation of mailboxes on the city right-of-way is permitted, the mailbox owner assumes all risk of damage except when a mailbox is damaged through contact by a plow blade, wing or other piece of equipment. If a mailbox is damaged due to direct contact by snow plowing equipment, the City, at its option, will repair or replace the mailbox at a cost not to exceed \$75.00. Damage resulting from snow rolling off a plow or wing is the responsibility of the resident.

- b. Landscaping - Property owners assume all risk of damage for landscaping, including nursery and inanimate materials that are installed or encroach on City right-of-way. The City assumes no responsibility for damage incurred to these non-permitted elements as a result of snow plowing and ice control activities with the exception that lawns that are scraped or gouged by City equipment will be repaired by top dressing and seeding the following spring. In addition, inanimate materials such as boulders, timbers, etc. are a hazard and can cause damage to plow equipment.
- c. Other Private Installations - The City will assume no responsibility for underground lawn sprinkling systems, exterior lighting systems, underground electronic dog fences or any other non-permitted features privately installed in City right-of-way.

6. Complaints / Inquiries

Complaints and inquiries regarding removal of snow and ice from sidewalks and trails or damage will be taken during normal working hours and handled in accordance with the City's complaint procedures. Complaints involving access to property or problems requiring immediate attention will be handled on a priority basis. Response time should not exceed twenty-four (24) hours for any complaint. It should be understood that complaint responses are to ensure that the provisions of this policy have been fulfilled and that all residents of the City have been treated uniformly. It is the City's intention to log all complaints and revise this policy as necessary, taking into consideration the constraints of City resources.