

STREET AND SIDEWALK SNOWPLOWING AND ICE CONTROL POLICY

I. PURPOSE AND NEED FOR POLICY

The City of Burnsville, Minnesota, finds that it is in the best interest of the residents of the city to assume basic responsibility for control of snow and ice on city streets and certain sidewalks. Reasonable ice and snow control is necessary for routine travel and emergency services. The city will attempt to provide such control in a safe and cost effective manner, keeping in mind safety, budget, personnel, and environmental concerns. The city will use city employees, equipment and/or private contractors to provide this service. This policy does not relieve the operator of private vehicles, pedestrians, property owners, residents and all others that may be using public streets and/or public sidewalks, of their responsibility to act in a reasonable, prudent and cautious manner, given the prevailing street conditions.

II. POLICY AND PROCEDURES

A. When Will the City Start Snow or Ice Control Operations?

The Street Superintendent or designee will decide when to begin snow or ice control operations for City streets and sidewalks. The criteria for that decision are:

- Snow accumulation of two (2) inches or more;
- Drifting of snow that causes problems for travel;
- Icy conditions which seriously affect travel; and
- Time of snowfall in relationship to heavy use of streets.

Snow and ice control operations are expensive and involve the use of limited personnel, chemicals and equipment. Consequently snowplowing operations for the entire City will not generally be conducted for snowfalls of less than two (2) inches.

B. How Snow will be Plowed

Snow will be plowed in a manner so as to minimize traffic obstructions. The center of the roadway will be plowed first. The snow shall then be pushed from left to right on two-way streets. On one-way streets or where there is a center boulevard, snow may be pushed in either direction. The discharge shall go onto the boulevard area of the street. Snow on cul-de-sacs will normally be plowed to the center in an attempt to provide the largest turning radius possible for emergency vehicle ingress and egress. When a plow goes on a bridge, the driver shall slow down so snow does not go over the bridge, if possible. In times of significant snowfall, streets will not always immediately be able to be completely cleared of snow.

C. Snow Removal

The Street Superintendent or designee will determine if and when snow will be removed from the area by truck. Such snow removal will occur in areas where there is no room on the boulevard for snow storage and in areas where accumulated piles of snow create a

hazardous condition. Snow removal operations will not commence until other snowplowing operations have been completed. Snow removal operations may also be delayed depending on weather conditions, personnel and budget availability. The snow will be removed and hauled to a snow storage area.

D. Priorities and Schedule of Streets to be Plowed

The city has classified city streets based on the street function, traffic volume and importance to the welfare of the community. Those streets classified as collectors and arterials will be plowed first. These are high volume routes, which connect major sections of the city and provide access for emergency fire, police, and medical services. The second priority streets are those streets providing access to schools and commercial businesses. The third priority streets are low volume residential streets. The fourth priority areas are city parking lots.

During significant and severe storms, the city must be prepared to move personnel and equipment to maintain priority routes first. In fulfilling the need to have all priority streets safe and passable, when resources are limited, plowing of all other streets may be stopped at any time so resources can be shifted to priority routes.

Unforeseeable circumstances may cause delays in completing assigned plow routes. Such circumstances may include weather conditions that endanger the safety of snowplow operators and/or safe and effective operation of equipment, commuter traffic, disabled vehicles, poor visibility conditions, parked cars along streets, assistance to emergency response vehicles, equipment breakdown, and personnel shortages.

E. Work Schedule for Snowplow Operators

Snowplow operators will be expected to work eight to twelve hour shifts. In severe snow emergencies, operators sometimes have to work in excess of twelve-hour shifts.

After a twelve-hour shift, the operators will be replaced if additional qualified personnel are available.

F. Traffic Regulations

The city recognizes that snowplow operators are exempt from traffic regulations set forth in Minnesota Statutes, Chapter 169 while actually engaged in work on streets, except for regulations related to driving while impaired and the safety of school children. The privileges granted herein to operators of snow removal and ice control vehicles shall apply only if the vehicle is equipped with one lighted lamp displaying a flashing, oscillating, or rotating amber light placed in such a position on the vehicle as to be visible throughout an arc of 360 degrees.

G. Weather Conditions

Snow and ice control operations will be conducted only when weather conditions do not endanger the safety of snowplow operators and equipment. Factors that may delay snow and ice control operations include: severe cold, significant winds, and limited visibility.

H. Use of Sand, Salt, and Other Chemicals

The city will use sand, salt, and other chemicals when there are hazardous ice or slippery conditions on City streets. The city is concerned about the effect of such chemicals on the environment and will limit its use for that reason.

I. Sidewalk Snow Removal

The city has about 120 miles of bituminous trails and concrete sidewalks which are collectively referred to as sidewalks in this policy. The sidewalk system is maintained to provide a safe location for pedestrians to travel to and from schools, businesses, and residences. Because of the demand for the use of the sidewalks and because of the widely varying conditions of the property on which they exist, it is in the public interest that the city provides plowing of certain walks.

Periodically the Public Works Department prepares a map clearly identifying the location of all the sidewalks within the city. This map is reviewed to identify and prioritize the walks that are used for the following purposes: School access; religious gathering access; bus route access; and retail access.

The city will determine if the city or a private contractor will be utilized to plow sidewalks annually. Sidewalk plowing is second in priority to street snowplowing and will be completed as soon as possible within this context. If winter conditions become so severe that it is extremely difficult to timely or effectively plow the priority walks in light of other priorities and limits of resources, sidewalk plowing may be discontinued except for the areas immediately adjacent to schools.

J. Mailboxes

Mailboxes may be impacted by snow removal activities. The city will conduct a review of each mailbox incident to determine whether the city will replace or provide reimbursement for the mailbox. Only mailboxes actually hit by a snowplow will be the responsibility of the city. The city will not be responsible for damage to mailboxes or support posts caused by snow or ice coming into contact with the mailbox. If the city determines a plow hit a mailbox, the city will replace the mailbox with a standard size, non-decorative metal mailbox and replace the support post as necessary with a 4" x 4", decay resistance wood support post, both installed by the city. Alternatively, the city will reimburse the mailbox owner a set fee, periodically set by city council, for the replacement of the mailbox and post by others. Mailbox shall be installed per the specifications as shown on Exhibit A.

K. Repair of Boulevard Turf Damage

The city or its contractors sometimes inadvertently damage turf adjacent to streets and/or sidewalks during the performance of winter street and sidewalk snow and ice removal operations, usually when the turf is not frozen. When the Public Works department is notified of turf damage, it will record the location for inspection in the spring when the extent of any damage can be verified. (The damage may look more severe immediately after occurring than it does when the snow has melted in the spring.) If the turf needs

repair, either sod or seed, and topsoil as necessary, will be installed as determined by the Public Works department. The cost of the repairs is borne by the city.

L. Irrigation, Lighting, Trees, Fences, Etc.

The City assumes no responsibility for damage to underground irrigation systems, private lighting systems, trees, shrubs, specialty grasses, rocks, landscaping or structural improvements around mailboxes and fences or similar landscaping installed in the city right-of-way or easements.

M. Trash Containers

The City will assume no responsibility for damage of any trash containers that are placed on the street side of the curb. Trash containers need to remain behind the curb to achieve curb to curb plowing.

N. Snowbirds

The City of Burnsville Code 9-1-3 prohibits on street parking from 2 AM to 6 AM year round. City Code 8-1-2 prohibits the parking of vehicles that interfere with snow removal operations at any time. Parked vehicles severely restrict snow and ice removal from public streets. Sometimes during snow and ice control procedures, it is necessary to tow and/or issue citations to vehicles which are preventing the timely removal of snow and ice. This policy outlines the procedure for towing and issuing of citations to such vehicles.

The Street Superintendent or designee determines the procedures for plowing and ice control for each weather incident as described in previous sections of this policy. When there is a 2 inch snowfall as determined by the Public Works department, all on street parking is prohibited.

The Police Department procedure for towing and issuing citations to clear the streets of parked vehicles is as follows:

- When plows are operating, vehicles parked on arterial and collector streets will be issued citations and towed. Vehicles parked on all other streets will be issued citations only after the streets have been plowed. If a vehicle that has been issued a citation has not been removed 24 hours after receiving the citation, the vehicle may be towed.
- If any street is blocked by a vehicle so as to prohibit a snowplow from passing, the vehicle will be issued a citation and towed immediately.
- In the event of a significant snow or ice event, vehicles that, in the assessment of the officer-in-charge, are disrupting the provision of emergency services may be towed without issuing a citation. Under these circumstances, the officer-in-charge may direct vehicles to be towed to the Police Department lot or other city lots, when the impound lot becomes full.

The Police Department issues citations and arranges for towing of vehicles.

O. Snow Pushed on Rights of Way

State Statute 169.42 prohibits the placing of snow in public rights of way. Private parties are therefore prohibited from dumping or pushing snow or ice into the streets and rights of way.

P. Complaint Procedure

Complaints will be recorded. Calls requiring service will be transferred to a work request and forwarded to the appropriate supervisor for scheduling. Emergency complaints will be handled in an expeditious manner as resources are available.

III. RESPONSIBILITY

The Public Works department shall keep on file all comments and complaints received regarding this policy. The policy will be reviewed periodically. Any review will consider comments and complaints since the last review and any other factors affecting the policy or its implementation.

IV. AUTHORITY

Administrative implementation of policy. Minnesota Statute 169 provides statutory authority for Sections 15 and 16 within this policy.

The Public Works department may deviate from this policy when it is determined to be in the best interest of the city or is necessary because of budget needs or other circumstances.

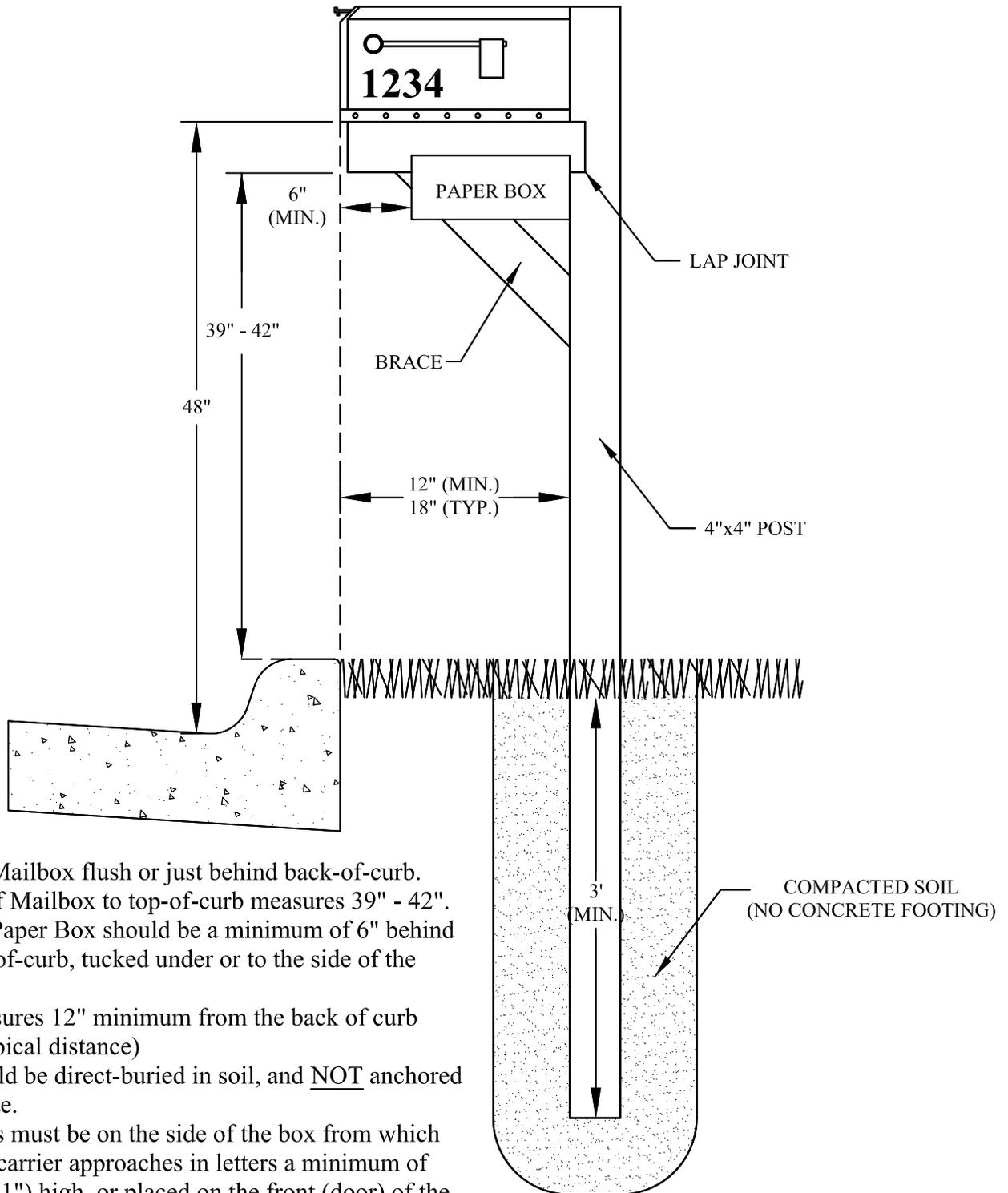
Submitted by: Ryan Peterson Date: March 8, 2011

Reviewed by: Craig Ebeling Date: March 8, 2011

This policy replaces:

- Policy 5.150 dated December 19, 1988
- Policy 5.160 dated November 3, 2009
- Policy 5.170 dated October 1, 1996
- Policy 5.180 dated November 23, 1982
- Policy 5.190 dated December 19, 1988

Exhibit "A"



1. Front of Mailbox flush or just behind back-of-curb.
2. Bottom of Mailbox to top-of-curb measures 39" - 42".
3. Front of Paper Box should be a minimum of 6" behind the back-of-curb, tucked under or to the side of the mailbox.
4. Post measures 12" minimum from the back of curb (18" is typical distance)
5. Post should be direct-buried in soil, and NOT anchored in concrete.
6. Addresses must be on the side of the box from which the letter carrier approaches in letters a minimum of one inch (1") high, or placed on the front (door) of the mailbox.



CITY OF BURNSVILLE - ENGINEERING DEPT.
**MAILBOX
INSTALLATION**

Plate No.	STR - 11
Revision Date	1/2015
File Location: S:\Details\english\Street\STR11-Mailbox.dwg	