

Snow & Ice Response Policy

2021 – 2022



Department of Public Works

Mission

The City of Derby is dedicated to providing an immediate and efficient response to weather related traffic hazards.

Objective

Reduce the hazard of inclement road conditions for motorists and pedestrians; facilitate the provision of services; and maintain safe, passable school bus routes.

This policy facilitates the coordination of personnel, equipment and materials involving the Department of Public Works and the Derby Police Department for implementation during inclement weather.

Snow and Ice Removal Priorities

First Priority: Emergency Routes and Arterial Traffic Routes as designated in the Snow Route Map, all essential municipal & public facilities and school zones.

Second Priority: Collector Traffic Routes

Third Priority: Identified Pedestrian Hike & Bike Paths

Facility List: City Hall Complex, Library, Police & Court Building, Police Annex, Madison Avenue Central Park, Warren Riverview Park, Fire Station 81, Fire Station 82

In determining priority routes, consideration is given to topography, traffic volumes, and special usage. Heavily traveled routes are given greater priority. Streets providing access to schools, medical centers, and commercial areas are given additional consideration and are identified as first priority areas. County roads and state highways outside the city's corporate limits will be maintained by the individual jurisdictions with minor overlapping assistance provided by the City of Derby.

SNOW & ICE CONTROL STREET OPERATIONS

SNOW TYPE	WEATHER CONDITIONS	ACTION	RESPONSE	EQUIPMENT	TRAFFIC RESTRICTIONS	EMERGENCY SERVICES
I	Less than 2" of Snowfall	<ul style="list-style-type: none"> • Priority I and II areas. • Brine Pre-treating • Salt & Sand Spreading. • Plowing as required. 	<ul style="list-style-type: none"> • Treatment of Intersections • Bridges and Primary Traffic Routes • Facility ice melt application at entrances 	<ul style="list-style-type: none"> • Truck mounted brine tankers and spreaders 	None	None
II	2" to 6" Snow Accumulation	<ul style="list-style-type: none"> • Priority I areas. • Priority II areas as conditions allow. • Plowing and Sanding 	<ul style="list-style-type: none"> • Snow removal will begin as soon as practical after snowfall has ceased, or during if necessary. Every effort will be made to provide safe driving conditions prior to peak traffic hours. 	<ul style="list-style-type: none"> • Plows Motor Grader and Front End Loaders 	<ul style="list-style-type: none"> • Possible traffic control procedures on arterial and emergency routes based on snow load at the curb. 	None
III	6" Accumulation and above	<ul style="list-style-type: none"> • Priority I areas. • Priority II areas as conditions allow. • Plowing and Sanding 	<ul style="list-style-type: none"> • Continue removal. • Repeat plowing of drifting areas • Application of salt & sand. 	<ul style="list-style-type: none"> • Plows, Motor Grader and Front End Loaders 	<ul style="list-style-type: none"> • Possible traffic control procedures on arterial and emergency routes based on snow load at the curb. 	<ul style="list-style-type: none"> • Traffic control assistance as deemed necessary.

SNOW & ICE CONTROL FACILITY OPERATIONS

SNOW TYPE	WEATHER CONDITIONS	ACTION	RESPONSE	EQUIPMENT SOURCES	TRAFFIC RESTRICTIONS	EMERGENCY SERVICES
I	Less than 2" of Snowfall	<ul style="list-style-type: none"> • Pretreatment • Sidewalk Snow and Ice Removal 	<ul style="list-style-type: none"> • Ice melt application on sidewalks with snow removal as needed. 	<ul style="list-style-type: none"> • Snow removal trailer with ice melt. • Hand tools 	None	None
II	2" to 6" Snow Accumulation	<ul style="list-style-type: none"> • Sidewalk and Parking Lot snow and ice removal. 	<ul style="list-style-type: none"> • Plow snow and treat ice on parking lots and sidewalks. • Complete before opening hours. 	<ul style="list-style-type: none"> • Snow removal trailer with ice melt. • Small plows • Backhoe • Snow blowers 	None	None
III	6" Accumulation and above	<ul style="list-style-type: none"> • Sidewalk and Parking Lot snow and ice removal. 	<ul style="list-style-type: none"> • Continue snow response operations. 	<ul style="list-style-type: none"> • Snow removal trailer with ice melt. • Small plows • Backhoe • Snow blowers • Hustler snow plow 	None	None

SNOW RESPONSE POLICY

Generally, snow removal is not necessary for accumulation less than 2". Pre-treatment procedures will be implemented as necessary to maintain safe driving conditions. Staff will monitor road conditions and respond accordingly.

Typically, snow removal begins as soon as practical after snowfall has ceased. Every effort will be made to provide safe driving conditions prior to "peak traffic hours".

The city has a system of arterial and collector streets, referenced in this policy as primary and secondary routes, that link neighborhoods, major arterial routes and facilities such as schools, etc. Depending on the duration of the snowfall event, it may be necessary to continually clear arterial streets in order to assure public safety. Once snowfall has ceased, priority streets within the city will be cleared before snow removal begins on collector streets.

A snow emergency is defined as a point in time when 2" of snow has fallen and it is still snowing or if weather forecasts indicate that additional snow will fall. At that time employees will begin plowing as close as practical to the time the snowfall ceases. The intent is to avoid plowing more than once for a single snowfall. Depending on the amount of snow, our goal is to plow and to clear all arterial and collector streets within 48 hours. Final clean-up of areas will take place after removal operations cease. The city is not responsible for snow/ice deposits in driveways or sidewalks due to the removal operations.

CALL OUT PROCEDURES

Snow is an inconvenience and can be a hazard for everyone. During a really heavy storm employees from the Public Works Department are pressed into action to get City streets cleared as soon as possible. During regular scheduled working hours, Public Works, with assistance from the Derby Police Department, will monitor street conditions to determine when to begin snow removal and/or pre-treatment operations. During off-duty hours the Derby Police Department and Public Works shift leaders will monitor street conditions. The Police Department will notify Public Works of snow and ice conditions requiring attention. During heavy winter snow or ice conditions, City snow fighter typically work 24 hours a day. Employees are divided into twelve hour rotations until City streets become passable and safe.

PRE-TREATMENT AND SANDING OPERATIONS

Anti-icing treatments will begin upon forecast of severe weather. Every attempt will be made to treat the pavement surfaces before they become glazed or icy. Brine and material spreading units will be dispatched to treat intersections, bridges, hills, curves, and other problem areas as required. All vehicle or pedestrian accidents will be treated as a priority.

GENERAL

All of the above are standard procedures. These procedures may be modified by the Director of Public Works as needed. Written snow removal maintenance procedures will be reviewed by the

Director of Public Works and staff annually, and changes may be made. Final approval is made by the City Manager. To the extent that any previous rule, regulation, policy or past practice, written or unwritten is in conflict with the provisions of this policy, such is hereby withdrawn, voided and all personnel should conduct themselves in conformity with this policy. This policy is not intended to create any duty to any individual member of the public or to protect any particular or circumscribed class of persons.

All or parts of this policy may be affected by one or more of the following which will delay all or some of the services provided:

- Equipment breakdowns.
- Weather so severe as to cause crews to be called in from the streets.
- Equipment rendered inadequate by the depths of the snow or drifts.
- Employee rest periods.
- Stops required for fuel, the refilling of material spreaders and general maintenance.
- Unforeseen emergencies.

AFTER THE STORM

PROPERTY DAMAGE

During the course of operations throughout any given winter, a certain amount of damage to city and private property may be incurred. The city will repair damages as soon as the weather permits. Only mailboxes that have been damaged by city snowplows will be repaired by the city. Temporary repairs will be made by the city to mailboxes that are hit by the city plow to avoid interruption of mail service. Permanent repairs will be made when weather permits. The city is not responsible for sprinkler heads, shrubbery, planters or any decorative materials located in the right-of-way that are damaged as a result of snowplowing.

RIGHT-OF-WAY REPAIR

In the process of snow removal, if a property owner's grass is physically damaged by the plow or other heavy equipment, the damaged area will be repaired by the Public Works Department when their schedule allows. Please contact public works at 316-788-0301 to make us aware of any damages. The city is not responsible for cleaning the right-of-way due to build-up of sand or for dead grass due to chemical applications from city deicing operations.

ASSISTANCE TO MOTORISTS

Under no circumstances will a city employee be allowed to use a city owned vehicle to push, pull, or tow a stranded vehicle from a roadway or parking lot. Under no circumstances will a city employee use a city owned vehicle to perform snow removal operations on privately owned, commercial, or residential property. Vehicles abandoned during snow and ice events may be towed to allow crews to perform removal in a timely and efficient manner.

COMPLAINTS

Plowing snow during a snow storm is a formidable task. The hours can be extremely long, with

operations conducted during the most severe weather and driving conditions, generally at night with very limited visibility. We realize that during an operation of such size and complexity there are bound to be complaints or requests for additional service. Calls for service should be avoided early in a storm since it may take several hours for plows to make their way to your area. If after several hours, you feel that we may have missed your area, please call the City's Public Works Department at 316-788-0301 between the hours of 7:00 AM and 4:00 PM.

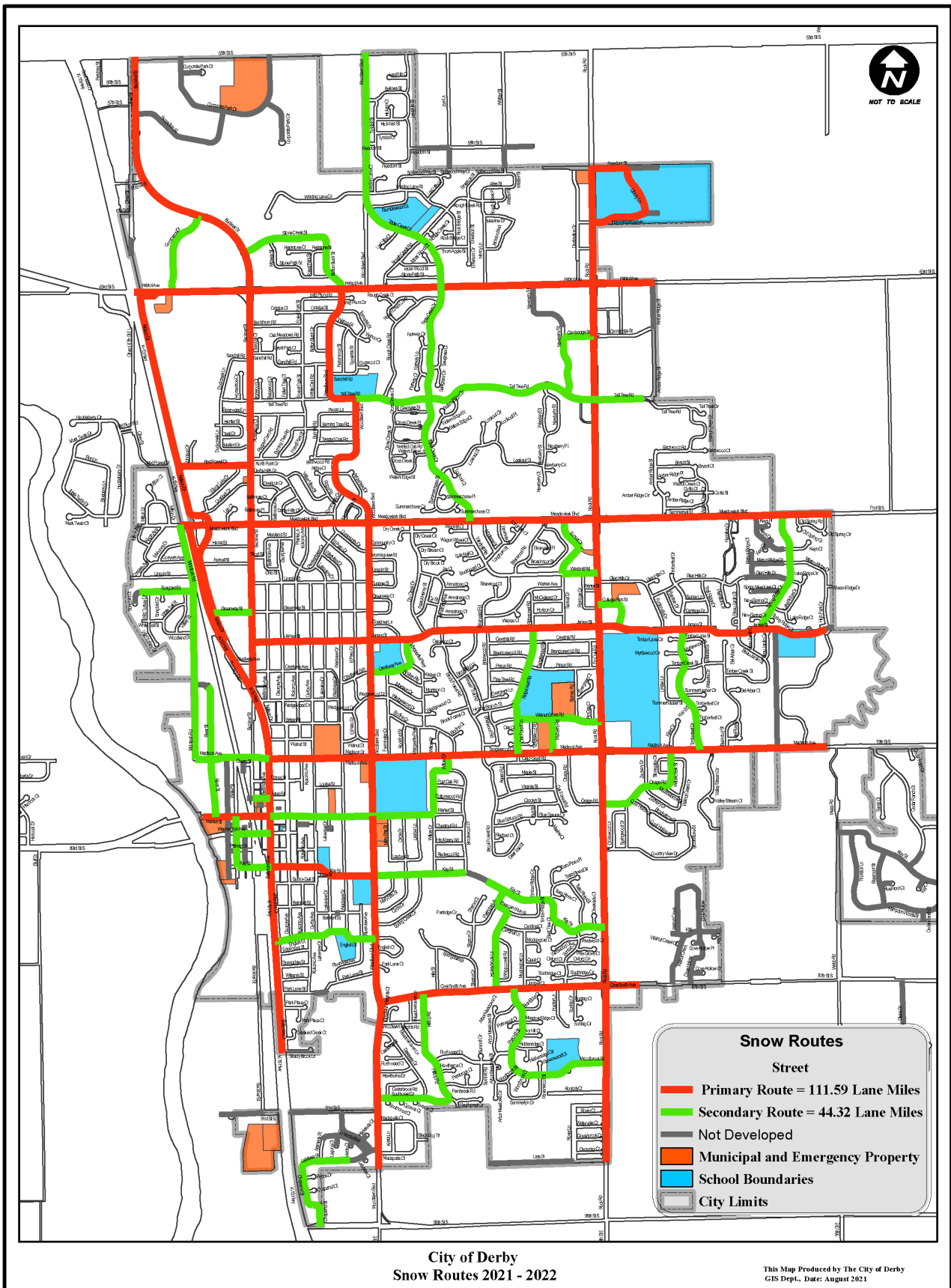
FREQUENT QUESTIONS

Why does it take so long for the city to plow snow from the street in front of my house? Arterial streets are always our first concern. The streets provide access for emergency vehicles and handle the most traffic volume. Collector streets are then plowed. Not all residential streets are treated or plowed. Please refer to the Snow Routes map to determine the level of service provided on your street.

Why doesn't the city have snow emergency routes? The city does not feel snow routes are necessary at this time. Snow emergency parking bans are costly, time-consuming and confusing to the general public. In addition, most of the City's busiest streets either do not currently allow parking at any time or are wide enough for snow plows to pass.

Why do City snow crews always throw snow on my sidewalk and driveway? Snow plows must maintain a minimum speed to remove snow out of the street. We understand and apologize for the inconvenience this may cause. Snow plow drivers have been instructed not to throw snow any further than necessary.

Why doesn't the city plow all sidewalks? There are simply not enough funds available for the personnel and equipment necessary to remove snow from all City sidewalks.



SNOW ROUTES

1. Arterial

- North K-15 beginning at Meadowlark, South to Wedgewood Dr.
- Baltimore Ave (K-15 Hwy) beginning at Wedgewood Dr. South to Kay St.
- K-15 Hwy beginning at Kay St. South to City Limits
- Buckner beginning at 55th St., South to K-15
- Woodlawn beginning at 55th St, South to City Limits
- Rock Road beginning at Freedom St. to South City Limits
- Patriot beginning at K-15, East to City Limits
- Meadowlark beginning at McIntosh, East to City Limits
- James beginning at Buckner, East to High Park Drive
- Madison beginning at Baltimore (K-15 Hwy), East to City Limits (East High Park Entrance)
- Kay St. beginning at Baltimore Ave (K-15 Hwy), East to Woodlawn
- Chet Smith beginning at Woodlawn, East to City Limits
- Nelson Dr. beginning at K-15, North to Patriot
- Market St. beginning at West City Limits to Baltimore Ave (K-15 Hwy)
- Red Powell beginning at West City Limits, East to Buckner
- Freedom St. beginning at Rock Rd., East to Liberty.
- Liberty St. beginning at Freedom St., South to Independence.
- Independence St. beginning at Freedom St., West to Rock Rd.

2. Collector

- Stone Creek beginning at Buckner, East to Button Bush
- Button Bush beginning at Stone Creek, South to Patriot Ave.
- Market beginning at Baltimore Ave (K-15 Hwy), East to Willow
- Willow beginning at Market St., North to Madison Ave.
- River beginning at Market, North to end
- English beginning at Baltimore Ave (K-15 Hwy), East to Woodlawn
- Crestway beginning at Woodlawn, East to Marguerite Pkwy.
- Marguerite Pkwy beginning at Crestway, North to James
- Southcrest beginning at Woodlawn, East to Hilltop
- Hilltop beginning at Southcrest, North to Chet Smith Ave.
- Honeybrook beginning at Chet Smith, North to Pheasant Run
- Pheasant Run beginning at Honeybrook, West to Partridge
- Partridge beginning at Pheasant Run, North to Kay St.
- Park Hill beginning at Chet Smith, South to Woodbrook
- Woodbrook beginning at Park Hill, East to Rock Rd.
- Oak Forest beginning at Madison, North to Ridgecrest Rd.
- Ridgecrest Rd. beginning at Oak Forest North to James St.
- Walnut Grove beginning at Oak Forest, East to Rock Rd.
- Mulberry beginning at Walnut Grove, South to Madison
- Timberleaf beginning at James, South to Madison
- Willow Creek beginning at Madison, South to Osage Rd.
- Osage Rd. beginning at Willow Creek West to Rock Rd.

- Windmill beginning at Rock Rd., East to Sunset
- Sunset beginning at Windmill, North to Meadowlark
- Songbird beginning at McIntosh, West to cul-de-sac
- Triple Creek beginning at Patriot, North to Woodlawn, then Woodlawn North to 55th St.
- Triple Creek Dr. beginning at Patriot, South to Meadowlark
- Tall Tree beginning at Rock Rd., West to Woodlawn
- Tall Tree beginning at Rock Rd., East to North parking lot entrance
- Chaparral beginning at 95th St., South to La Mesa then East to turn around
- Commerce beginning at Patriot, North to Buckner
- Newberry beginning at Tall Tree, North to Cambridge
- Cambridge beginning at Newberry, East to Rock Rd.
- Greenway beginning at Nelson, East to Buckner
- Main St. beginning at Baltimore Ave. (K-15 Hwy) West to Police Dept. Rear gate
- Madison beginning at K-15, West to McIntosh
- Washington beginning at K-15 West to Water St.
- McIntosh beginning at Madison, North to Meadowlark
- Kay St. beginning at Woodlawn, East to Brookwood
- Kay St. beginning at Rock Rd. West to dead end
- Spring Ridge beginning at James, North to Meadowlark
- Kay St. beginning at K-15 to Water St.
- Water St beginning at Kay St. to Market St.