

# Snow & Ice Response Policy

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2020 – 2021



# 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 adjacent 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"> <li>• Priority I and II areas.</li> <li>• Brine Pre-treating</li> <li>• Salt &amp; Sand Spreading.</li> <li>• Plowing as required.</li> </ul>	<ul style="list-style-type: none"> <li>• Treatment of Intersections</li> <li>• Bridges and Primary Traffic Routes</li> <li>• Facility ice melt application at entrances</li> </ul>	<ul style="list-style-type: none"> <li>• Truck mounted brine tankers and spreaders</li> </ul>	None	None
II	2" to 6" Snow Accumulation	<ul style="list-style-type: none"> <li>• Priority I areas.</li> <li>• Priority II areas as conditions allow.</li> <li>• Plowing and Sanding</li> </ul>	<ul style="list-style-type: none"> <li>• 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.</li> </ul>	<ul style="list-style-type: none"> <li>• Plows Motor Grader and Front End Loaders</li> </ul>	<ul style="list-style-type: none"> <li>• Possible traffic control procedures on arterial and emergency routes based on snow load at the curb.</li> </ul>	None
III	6" Accumulation and above	<ul style="list-style-type: none"> <li>• Priority I areas.</li> <li>• Priority II areas as conditions allow.</li> <li>• Plowing and Sanding</li> </ul>	<ul style="list-style-type: none"> <li>• Continue removal.</li> <li>• Repeat plowing of drifting areas</li> <li>• Application of salt &amp; sand.</li> </ul>	<ul style="list-style-type: none"> <li>• Plows, Motor Grader and Front End Loaders</li> </ul>	<ul style="list-style-type: none"> <li>• Possible traffic control procedures on arterial and emergency routes based on snow load at the curb.</li> </ul>	<ul style="list-style-type: none"> <li>• Traffic control assistance as deemed necessary.</li> </ul>

## 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"> <li>• Pretreatment</li> <li>• Sidewalk Snow and Ice Removal</li> </ul>	<ul style="list-style-type: none"> <li>• Ice melt application on sidewalks with snow removal as needed.</li> </ul>	<ul style="list-style-type: none"> <li>• Snow removal trailer with ice melt.</li> <li>• Hand tools</li> </ul>	None	None
II	2" to 6" Snow Accumulation	<ul style="list-style-type: none"> <li>• Sidewalk and Parking Lot snow and ice removal.</li> </ul>	<ul style="list-style-type: none"> <li>• Plow snow and treat ice on parking lots and sidewalks.</li> <li>• Complete before opening hours.</li> </ul>	<ul style="list-style-type: none"> <li>• Snow removal trailer with ice melt.</li> <li>• Small plows</li> <li>• Backhoe</li> <li>• Snow blowers</li> </ul>	None	None
III	6" Accumulation and above	<ul style="list-style-type: none"> <li>• Sidewalk and Parking Lot snow and ice removal.</li> </ul>	<ul style="list-style-type: none"> <li>• Continue snow response operations.</li> </ul>	<ul style="list-style-type: none"> <li>• Snow removal trailer with ice melt.</li> <li>• Small plows</li> <li>• Backhoe</li> <li>• Snow blowers</li> <li>• Hustler snow plow</li> </ul>	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**

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.

## **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 served as a priority.

## **GENERAL**

All of the above are standard procedures. These procedures may be modified by the Director of Public Works in case of emergency. 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. 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.

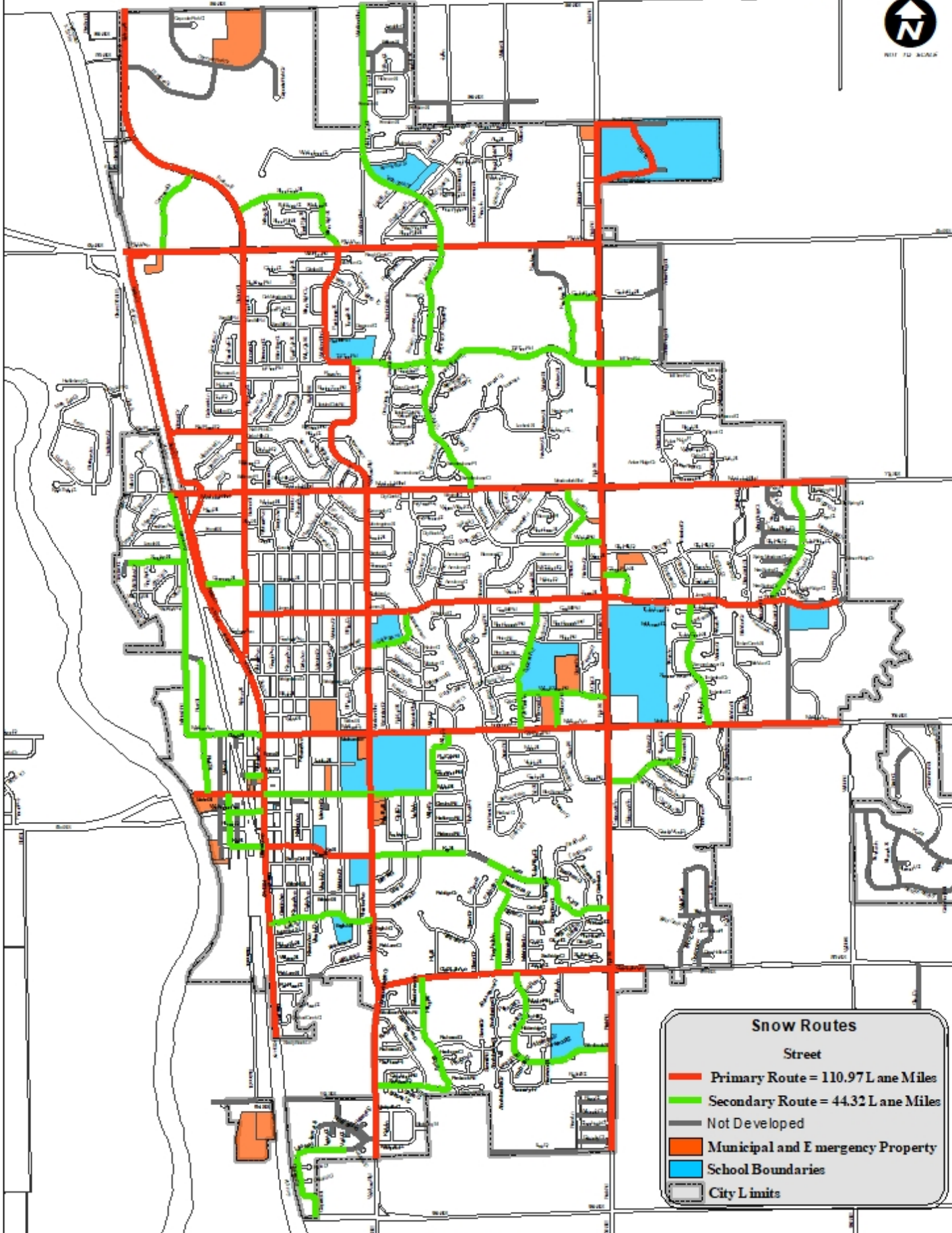
### **ASSISTANCE TO MOTORISTS**

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.



**Snow Routes**

Street

- Primary Route = 110.97 Lane Miles
- Secondary Route = 44.32 Lane Miles
- Not Developed
- Municipal and Emergency Property
- School Boundaries
- City Limits

City of Derby  
Snow Routes 2020 - 2021

This Map Produced by The City of Derby  
GIS Dept., Date: August 2020



# 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 55<sup>th</sup> St., South to K-15
- Woodlawn beginning at Patriot, South to City Limits
- Rock Road beginning at Freedom St. to South City Limits
- Patriot beginning at K-15, East to Rock Rd.
- 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 55<sup>th</sup> 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 95<sup>th</sup> 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.