

Snow & Ice Removal Procedures

2011 – 2012



Department of Public Works

Mission Statement

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

Objective

The primary objective of the Snow & Ice Removal Procedure is to reduce the hazard of inclement road conditions for motorists and pedestrians; to facilitate the handling of emergencies by police, fire and medical services; and to maintain safe, passable school bus routes.

This procedure 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

SNOW & ICE CONTROL OPERATIONS

SNOW TYPE	WEATHER CONDITIONS	ACTION	RESPONSE	EQUIPMENT SOURCES	TRAFFIC RESTRICTIONS	EMERGENCY SERVICES
I	Less than 2" of Snowfall	Brine Pre-treating & Salt & Sand Spreading. Plowing if necessary	Treatment of Intersections, Bridges and Primary Traffic Routes Facility ice melt application at entrances	Truck mounted brine tanker and spreader from Public Works	None	None
II	2' to 6" Snow Accumulation	Plowing and Sanding	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.	All Public Works snow equipment to include Plows, Motor Grader and Front End Loaders	Possible traffic control procedures on arterial and emergency routes based on snow load at the curb.	None
III	6" Accumulation and above	Plowing and Sanding	Continue removal. Repeat plowing of drifting areas and applying salt & sand.	All Public Works snow equipment to include Plows, Motor Grader and Front End Loaders	Possible traffic control procedures on arterial and emergency routes based on snow load at the curb.	Traffic control assistance as deemed necessary based on weather and road conditions

SNOW REMOVAL PROCEDURES

- 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 that link neighborhoods, major arterial routes and facilities such as schools, etc. Depending on the duration of any 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” have 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, the Public Works Department, with assistance from the Derby Police Department, will monitor and analyze street conditions to determine when to begin snow removal and/or pre-treatment operations. During off-duty hours the Derby Police Department and shift Superintendent will monitor street conditions. The Police Department dispatcher will notify Public Works after receiving notice from the Police Watch Commander 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 Sanding units will be dispatched to treat stop signs, intersections, bridges, hills, curves, and other problem areas as required. When icing conditions exist, the dispatcher will notify Public Works immediately to enact anti-icing or deicing procedures. All vehicle or pedestrian accidents will be served as a priority.

PLOWING PRIORITIES

In determining priority routes, considerations are 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.

MISCELLANEOUS INFORMATION

Only mailboxes that have been damaged by city snowplows will be repaired by the city. If it is determined that the mailbox is damaged or knocked down due to the force of the snow the property owner is responsible for repair or reinstallation. 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-ways that are damaged as a result of snowplowing.

RIGHT-OF-WAY REPAIR

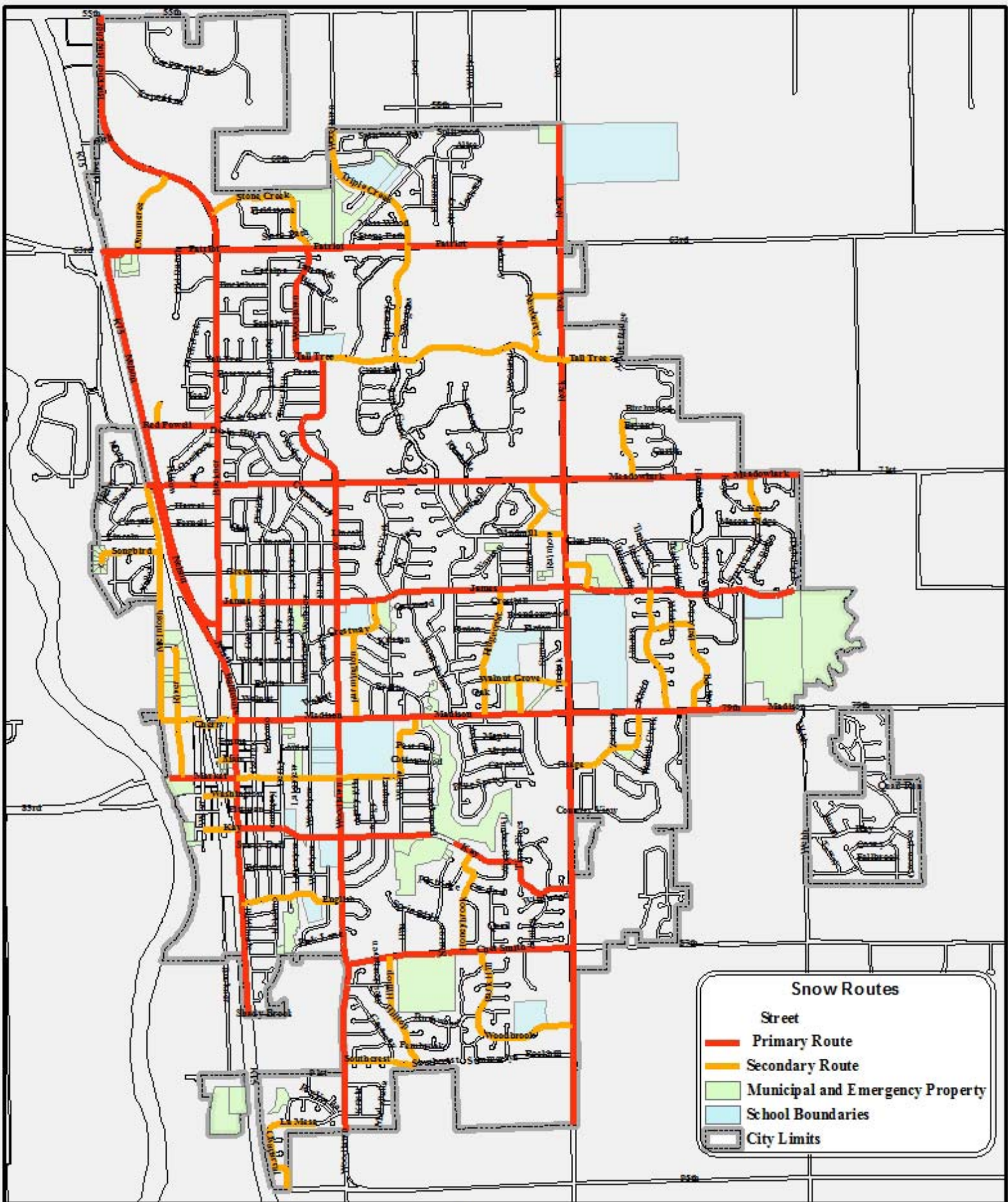
In the process of snow removal if a property owner's grass is damaged, the damaged area will be repaired by the Public Works Department in the Spring. The city is not responsible for cleaning of right-of-ways due to build up of sand or for dead grass due to chemical applications from city deicing operations.

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 at least 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, and stops required for fueling, refilling of material spreaders and general maintenance; and
- unforeseen emergencies.



Snow Routes

- Street
- Primary Route
- Secondary Route
- Municipal and Emergency Property
- School Boundaries
- City Limits



City of Derby
Snow Routes 2011-2012

This Map Produced by The City of Derby
 GIS Dept. Date: January, 2012

1. Arterial

- North K-15 beginning at Meadowlark, South to Wedgewood Dr.
- Baltimore Ave (K15 Hwy) beginning at Wedgwood Dr. South to Kay St.
- K15 Hwy beginning at Kay St. South to City Limits.
- Buckner beginning at Patriot, South to K-15
- Woodlawn beginning at Meadowlark, South to City Limits
- Rock Road beginning at 59th. South to 95th St.
- Patriot beginning at K15, 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 Ave (K15 Hwy), East to City Limits (East High Park Entrance)
- Kay St. beginning at Baltimore Ave (K15 Hwy), East to Brookwood, then again at Partridge, East to Rock Rd.
- Chet Smith beginning at Woodlawn, East to Rock Rd.
- Nelson Dr. beginning at Crestway, North to Patriot
- Crestway, beginning at Buckner, North to Nelson
- Market St. beginning at West City Limits to Baltimore Ave. (K15 Hwy)
- Buckner St. beginning at Patriot, North to 55th St.
- Red Powell beginning at West City Limits, East to Buckner

2. Collector

- Stone Creek beginning at Buckner, East to Button Bush,
- Button Bush beginning at Stone Creek South to Patriot Ave.
- Johnson from Red Powell, North to end (Wal Mart Parking Lot)
- Market beginning at Baltimore Ave (K15), East to Willow
- Willow beginning at Market St North to Madison Ave.
- River beginning at Market, North to end
- English beginning at K-15 (Baltimore), East to Woodlawn
- Crestway beginning at Woodlawn, East to Marguerite Pkwy.
- Marguerite Pkwy beginning at Crestway, North to James
- Wedgewood beginning at Woodlawn , East to Farmington
- Farmington beginning at Madison, North to Crestway
- Southcrest beginning at Woodlawn, East to Hilltop
- Hilltop beginnign 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, South to cul-de-sac
- Triple Creek beginning at Patriot St., North to Woodlawn
- Woodlawn beginning at Triple Creek , North to City Limit
- Triple Creek Dr. beginning at Patriot St., South to Tall Tree Round-a-bout
- Tall Tree beginning at Rock Rd., West to Woodlawn
- Tall Tree beginning at Rock Rd., East to Amber Ridge
- Amber Ridge beginning at Meadowlark, North to city limits
- Bel Arbor beginning at Madison, North to Timber Creek
- Chaparral beginning at 95th St., South to La Mesa then East to turn around.
- Commerce beginning at Patriot, North to Buckner St
- Newberry beginning at Tall Tree, North to Cambridge
- Cambridge beginning at Newberry, East to Rock Rd.
- Baltimore beginning beginning at Baltimore, East to Georgie
- Georgie beginning at Greenway, South to James
- Main St. beginning at K15 West to the Police Dept. Rear Gate
- Collage Park beginning at Rock Rd. East and South to James St
- Washington Ave beginning at Baltimore Ave West to Water St
- Kay St beginning at Baltimore Ave West to Water St.

Emergency and Municipal Facilities

- **Police Dept.** 788-1557
- **Fire Station #1** 788-3773
- **Fire Station #2** 788-5819
- **Derby City Hall** 788-1519
- **Senior Center** 788-0223
- **Library** 788-0760
- **DRC** 788-3781
- **Public Works Facility** 788-0301
- **Waste Water Plant** 788-1151
- **Water Div.** 788-0301