

CITY OF APPLETON
Department of Public Works
Outline for Snow Program

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SNOW AND ICE CONTROL PROGRAM

I. INTRODUCTION

The purpose of this document is to define and outline snow and ice control objectives as established by the City Department of Public Works. Each winter storm has unique characteristics. Weather related factors, such as storm intensity and duration, wind, temperature and moisture content affect the total amount of snow and ice accumulation and influence the methodology used to combat the resulting snow and/or ice related road conditions.

The Department of Public Works strives to maintain adequate traction for vehicles properly equipped for winter driving conditions. This does not mean bare, dry pavement should be expected after each snow fall. Furthermore, this does not mean that the streets will be free of ice and snow. The following is a summary of the City's Snow and Ice Control Program. A separate detailed operations manual is maintained by the Department of Public Works which fully describes snow and ice removal operations.

II. STORM CONDITIONS

An impending storm condition shall be rated into one of three categories based upon forecast information from the City's contracted weather forecasting service. These ratings shall be as follows:

A. Condition YELLOW Event

A Condition YELLOW Event is projected to have a limited effect on driving conditions. The means used to fight this type of storm will generally be limited to application of abrasive and chemicals to hills, bridges and traffic controls such as traffic signals, stop signs and yield signs. Generally little or no plowing of snow will be required. A Condition YELLOW Event will always have the potential to be upgraded to a more serious alert.

B. Condition RED Event

A Condition RED Event is projected to cause significant trouble to motoring public. Initial methods used to fight this type of storm will be to apply chemicals de-icers and/or abrasive to hills, bridges and traffic controls. However, the application of these materials is intended more as a preventive method of stopping bonding of ice and snow to pavement than a means of melting the accumulated snow and ice as in a Condition YELLOW.

During a Condition RED Event, the Department will maintain arterial and collector streets in passable condition and deploy all available equipment toward the end of the storm.

Coinciding with the announcement of a Condition RED Storm Event, some of the elements generally associated with a Class I Snow Emergency will take effect. These elements include:

1. No Parking on any City street from 2:00 a.m. to 5:00 a.m.
2. No special parking permission granted by Police Department.
3. Vehicles found in violation may be ticketed and towed.

The duration of the Class I emergency type conditions will be limited to 24 hours from the time of the end of the storm.

C. Condition BLACK Event

A Condition BLACK Event is projected to cause major trouble to the public. As in a Condition RED Event, chemical de-icers and abrasives will be applied as a prevention of snow bonding to the pavement as deemed necessary.

As soon as 2" of snow has accumulated in-house personnel and equipment will be deployed to keep streets open to traffic. Particular emphasis will be placed on keeping streets on the priority street system open to traffic at all times. Streets in the priority system include major traffic carriers, neighborhood collectors and streets fronting hospitals, schools, churches and other public buildings.

It is the intent of the department to have this initial plowing operation completed within twelve hours of the end of the storm.

Coinciding with the declaration of a Condition BLACK Event, the mayor shall declare a Class II or Class III Snow Emergency. A Class II Snow Emergency carries all of the restrictions of a Class I Snow Emergency, plus the restriction to odd/even parking on all streets from 5:00 p.m. to 2:00 a.m. A Class III Snow Emergency prohibits parking on any city street until it is canceled.

III. PUBLIC INFORMATION

A Condition YELLOW Storm Event will trigger internal communications within the department and between the Department of Public Works and Police Department. No public notice will be made.

Conditions RED and BLACK will be communicated to the Police Department and to WHBY radio 1230 AM. In addition, any extended Class II or III parking bans will be posted along city right-of-ways and city buildings and published in the Post Crescent and Bulletin.

Citizens requesting sanding, salting and plowing information may call the Municipal Service Building between 7:00 a.m. and 4:00 p.m. at 832-5580. During Condition BLACK Events, the office hours at the Municipal Service Building will be extended as needed to provide telephone coverage.

IV. SNOW AND ICE CONTROL OPERATIONS

A. When the Snow Begins

An important step in dealing with snowfall and ice is street salting and sanding. Properly timed salting can prevent bonding of the snow and ice to the pavement and make cleanup a one pass operation. Streets identified for salt and abrasive application are divided into fifteen salting routes. These include priority streets, bus routes, hospital access streets, and major traffic carriers.

Chemicals will also be applied to the central business district as required.

B. When the Snow Continues

When the total amount of snowfall is projected to come under the Condition RED classification, plowing operations shall generally begin after the snowfall has ceased; the ideal starting time for plowing to be after 10:00 p.m. to midnight. At that time personnel and equipment shall be deployed into 31 plowing routes clearing all streets, cul-de-sacs and city owned sidewalks.

C. Cleanup and Removal Operations

Snow removal from designated areas shall begin as soon as is practical. In some snow events, this may be accomplished while initial plowing operations are still in progress. The tools used to remove snow from streets include graders, end loaders, snow blowers and dump trucks.

Snow will be removed first from areas where it causes the most disruption of traffic and parking. This will generally include areas of College Avenue, Wisconsin Avenue and Richmond Street.

Another priority for snow removal will be those streets listed as #1 for snow removal. Lower in priority are the "2 & 3" removal streets. The "1" and "2 & 3" snow removal lists are on file at the Municipal Service Building and are contained in the Operations Manual maintained by the Operations Division.

As time permits, management of the Operations Division will select streets within the city for additional widening to the face of the curb. This may be due to traffic congestion, parking, school activities or other reasons.

Property owners on designated snow removal routes may have their time extended to 48 hrs. to clear sidewalks.

D. Clearing of Sidewalks, Driveways and Private Property

Repeated violations of this code may cause the owner or occupant of the property to be fined under the City code.

Sidewalks which have not been shoveled free of snow by noon of the day following cessation of a snowfall may be reported to the Department of Public Works at 832-6474. If the owner or occupant of a neglected sidewalk fails to clear the sidewalk, the City will cause the walk to be cleaned and the property owner will be assessed the cost.

The City does not chemically treat, sand or plow private property and does not shovel out ridges in driveways caused by the snow plows. Snow removal from driveways and sidewalks is the responsibility of the property owner.

Any property owner or occupant found to be discharging snow from sidewalks or private property onto the roadway will be warned that this is a violation of the Municipal Code. This original warning shall be via certified mail.

V. **REPAIRS TO DAMAGE CAUSED BY PLOWING OPERATIONS**

A. Pavement Damage/Terrace Damage

Pavement and curbing damaged by plowing operations should be reported to the Municipal Service Building, as soon as it is detected, at 832-5580. Repairs on this type of damage, as well as turf areas damaged by plows will be completed by City crews as soon as the weather allows.

B. Mailbox Damage

If a mailbox is damaged by a snowplow, the property owner should call the Municipal Service Building at 832-5580. Upon verification of the claim, the cost of replacement will be reimbursed up to \$40 after processing and sent via the mail.

The Department of Public Works will not make this payment for mailboxes which are damaged due to the force of the snow. Only in the event that our equipment actually strikes a mailbox causing damage, will payment be made.