

TOWN OF SALEM

Town of Salem Snow and Ice Removal Policy

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Town of Salem Snow and Ice Removal Policy to keep our residents informed of our plan and goals for performing snow and ice removal.

TOWN OF SALEM SNOW & ICE REMOVAL POLICY

In order for a snow and ice removal program to be effective, a written policy must be established. This policy will guide personnel of the Highway Department concerned with deicing, plowing, and snow removal efforts. It not only gives snow removal crews a set of guidelines to follow, but also informs the general public of the procedures being followed so they may have a better understanding of the Town's snow removal efforts.

This document is the official policy for snow removal for the Town of Salem. All existing ordinances regarding snow removal from sidewalks, and parking regulations for snow emergencies remain in effect, and are considered a necessary part of the overall snow removal plan.

The Town of Salem will strive to maintain safe conditions for drivers observing winter driving conditions. However, this is not an absolute "bare pavement" policy.

It must be recognized that, although this policy sets general guidelines to be followed, each storm has its own character with variable conditions such as wind, extreme temperatures, timing, duration, and moisture content. The policy must remain flexible and take into consideration these variables.

DETERMINATION OF NEED FOR SNOW & ICE CONTROL PROCEDURES

The Administrator, Highway Superintendent, and the Highway Foreman shall generally keep themselves apprised of changing weather conditions. However, the highway department relies heavily on the observations of Kenosha County Sheriff's Department personnel and various Internet weather sites to alert them to road conditions any time of the day. Weather reports issued by the National Weather Service will also aid in preparation of snow and ice control deployments.

The implementation of the policy shall be dictated by actual road conditions.

However, if the onset of the storm is accompanied by freezing rain or icing conditions, deicing procedures may already have been instituted.

The responsibility for ordering out personnel and equipment for winter operations shall primarily be with the Highway Superintendent and/or Highway Foreman. During off duty hours, the Highway Superintendent and/or the Highway Foreman shall keep watch.

Priority 1 Main Streets

264th Avenue from County Trunk C to Country Trunk SA

286th Avenue from County C to 105th Street

119th Street State Highway 83 (Antioch Road) to 231st avenue

121st Street from 231st Avenue to 224th Avenue

224th Avenue from County Trunk V to 128th Street

258th Avenue from 258th Court to 110th Street
110th Street from 258th Avenue to 256th Avenue
256th Avenue from 110th Street to County Trunk AH
294th Avenue (old B) from County Trunk B to County Truck AH
259th Avenue from County Trunk JF to 122nd Street
Rock Lake Road from 122nd Street to WI/IL State Line
104th Street from 264th Avenue to 100th Street
100th Street from 272nd Avenue to 104th Street
272nd Avenue from 100th Street to County Trunk SA
268th Avenue from County Trunk C to 110th Street
N Riverside Drive from 305th Court to Shorewood Drive
Shorewood Drive from N Riverside Drive to 76th Street
76th Street from Shorewood Drive to 304th Avenue
304th Avenue from 76th Street to State Highway 50
84th Street from State Highway 83 to 83rd Street
83rd Street from 84th Street to 216th Avenue
216th Avenue from State Highway 50 to County Trunk AH

Priority 2 Secondary Streets

Included in this category is low volume residential through streets.

Priority 3 Dead ends, cul-de-sacs, bike paths, municipal parking lots, cemeteries and alleys

SNOW & ICE CONTROL PROCEDURES

Deployment for ice control or snow plowing will commence at the direction of the Highway Superintendent or Highway Foreman. Services shall be provided in accordance with the following procedures.

ICE CONTROL

Ice control will commence, when, in the opinion of the Highway Superintendent and/or the Highway Foreman, an unsafe condition for travel exists. Deicing operations can vary greatly, depending on whether there is a need for town wide coverage, or if the slippery areas are isolated. Attention is given to town roads according to the designated priorities as follows:

Priority 1 Main Streets/Avenues

Priority 2 Low Volume Residential through Streets/Avenues

Priority 3 Dead ends, cul-de-sacs, bike paths, municipal parking lots, cemeteries and alleys

When icy conditions occur in the Town, hazardous situations will present themselves in numerous locations at the same time. It must be realized that salting crews cannot be in all places at all times, and the affect of salting is not immediate. The Town uses salt by spreader application for most deicing operations. It should be noted that salt is only 20% as effective at 20 degrees as it is as 30 degrees. At colder temperatures it is even less effective. At very low temperatures, salt/abrasives may be used. This is much more expensive. For icy or packed snow conditions, we may use a salt/abrasive mixture and/or we will direct our crews for a town -wide plowing operation to include all streets, alleys, and municipal parking lots. Attention is given to Town streets according to the designated priorities as follows:

Priority 1 Main Streets/Avenues

Priority2 Low Volume Residential through Streets/Avenues

Priority 3 Dead ends, cul-de-sacs, bike paths, municipal parking lots, cemeteries and alleys

Where steep hills or other safety concerns exist, a street may be advanced to a higher priority for Plowing/Salting. For operating efficiency some lower priority streets may be done when equipment is in the area rather than doubling back at a later time. This will vary by storm severity.

In some cases plows must make two to four passes down a street to clear it curb to curb. The Town tries to do this at one time so residents can shovel out driveways and sidewalks. It is best to wait, if possible, until we've finished plowing before shoveling out your driveway approach.

OPERATIONAL NOTES

TOWN PARKING REGULATIONS BY ORDINANCE

§ 470-4. Parking regulations.

[Amended 12-14-1998 by Ord. No. 98-12-14; 3-12-2007 by Ord. No. 07-03-12]

A. Limitations.

- (1)** It shall be unlawful for any person to park, stop or leave standing any motorized vehicle or trailer of any description upon any Town road, street or highway or Town right-of-way except in authorized parking zones designated by signs erected in any block or portion thereof for no longer than the period specified on the sign or signs pursuant to resolution of the Town Board.
- (2)** Except as provided in Subsection [A\(1\)](#), no person shall park, stop or leave standing any motorized vehicle or trailer of any description upon any Town road, street or highway or Town right-of-way of any of the same at any time. Any such parking in the Town is unlawful with the exception of buses used exclusively for the transportation of school children when such buses are loading or unloading such children where red flashing signal lights are used as required by § 346.48(2), Wis. Stats., incorporated into this chapter.
- (3)** Handicapped parking. Except for a motor vehicle used by a physically disabled person as defined under § 346.503(1), Wis. Stats., no person may park, stop or leave standing any vehicle, whether attended or unattended and whether temporarily or otherwise, upon any portion of a street, highway or parking facility reserved, by official traffic signs indicating the restriction, for vehicles displaying special registration plates issued under § 341.14(1), (1a), (1e), (1m), (1q) or (1r)(a), Wis. Stats., or a special identification card issued under § 343.51, Wis. Stats., or vehicles registered in another jurisdiction and displaying a registration plate, card or emblem issued by the other jurisdiction which designates the vehicle as a vehicle used by a physically disabled person.
- (4)** No person shall park, stop or leave standing any motorized vehicle or trailer of any description in any authorized parking zone in such a manner as to impede the flow of traffic or otherwise constitute a traffic hazard.
- (5)** No person shall park, stop or leave standing any motorized vehicle or trailer of any description in a designated fire lane or in a manner which obstructs a designated fire lane.
- (6)** Upon streets where traffic is permitted to move in both directions simultaneously, where angle parking is not clearly designated by official traffic signs or markers and stopping or parking is authorized or permitted, a vehicle must be parked parallel to the edge of the street, headed in the direction of traffic on the right side of the street.

EMERGENCY DECLARATION BY TOWN ORDINANCE

§ 470-7. Snow removal emergency.

- A.** Definition. A "snow removal emergency situation within the Town" is defined as a snowfall or blowing snow of such intensity and anticipated duration so as to create hazardous driving conditions or congested traffic on the public streets, roads or highways within the Town, requiring immediate and continuing snow removal operations. In general, a continuing snowfall accumulating snow on road surfaces at the rate of one inch per hour or a snowfall and/or blowing conditions depositing, or

expected to deposit, four inches or more of snow on road surfaces shall constitute a "snow removal emergency." It shall be within the discretion of the Town Chairperson or his or her substitute to make a determination as to whether the above-described conditions exist.

B. Declaration. The Chairperson or any Board member acting on his or her behalf shall declare a snow emergency to exist when conditions are as set forth in Subsection [A](#) above. Such notice may be made by radio, newspaper publication, if practicable, and by posting within the Town in the same manner as ordinances are posted; always provided, however, that failure of such notice shall not excuse any person from complying with the provisions of this section.

C. Parking of vehicles.

(1) After the declaration of a snow emergency, no person shall park any vehicle at any time, night or day, on any public street, road or highway within the Town. Any vehicle parked upon any public street, road or highway within the Town may be removed by the Town and stored in public areas to be designated by the Town Board or suitable private facilities maintained for storage of vehicles.

(2) The owner of any such vehicle removed by the Town shall be responsible for all towing and storage costs, which shall be paid before the vehicle is released to the owner, together with any forfeiture as set forth herein.

D. Moving snow into streets. No person shall clear snow from lots, parking areas, driveways, filling stations, garages, commercial areas or other places and pile or redistribute such snow in any public street, road or highway within the Town in any manner which in any way tends to narrow, restrict or obstruct travel or block the vision of motorists or in any way create a traffic hazard or impede snow removal or plowing of such public street, road or highway in the Town. *Editor's Note: See also Ch. [456](#), Streets and Sidewalks, § [456-5D](#), regarding prohibited placement of removed snow.*

E. Penalties. Any person who shall violate Subsection [C\(1\)](#) or [D](#) of this section shall, in addition to the costs of removal and storage of vehicle, be subject to the penalty provided in § [1-4](#) of this Code.

SNOW REMOVAL SIDEWALKS BY TOWN ORDINANCE

§ 456-5. Sidewalk maintenance.

[Added 9-11-2006 by Ord. No. 06-09-11A (§ 8.06 of the 1991 Code)]

A. Rubbish or dirt removal. No owner or occupant shall allow the sidewalk abutting on his/her premises to be littered with rubbish or dirt. If such owner or occupant shall refuse or fail to remove any such rubbish or dirt when notified to do so by the Town Board or its designee, the Town may cause the work to be done and report the cost thereof to the Treasurer who shall spread the cost on the tax roll as

a special tax against the premises, pursuant to § 66.0627, Wis. Stats., or such cost may be recovered in an action against the owner or occupant.

- B.** Snow and ice removal. Within 24 hours after the cessation of any fall of sleet or snow, it shall be the duty of the owners and/or the occupants of any lot or parcel of land in the Town to remove or cause to be removed the snow or sleet from any and all sidewalks and the nearest cross-sidewalks adjacent to the premises of such owner or occupant and to keep them free and clear of snow and ice for the full width of the sidewalk. When ice is formed on the sidewalk so that it cannot be removed, it shall be kept sprinkled with ashes, salt, sand or like material.*Editor's Note: Amended at time of adoption of Code (see Ch. I, General Provisions, Art. II).*
- C.** Failure to remove. For the failure or neglect of any owner or occupant of any land or parcel of land to remove the snow from sidewalks as specified in Subsection **B** of this section, the Town Board or its designee shall notify the owner or occupant in writing indicating that if the snow is not removed within 24 hours, the Town shall document by photograph the condition of any and all sidewalks and shall remove or cause the snow to be removed from any and all sidewalks and cross-sidewalks that may be so neglected. A fee, established by the Town Board, shall be assessed against the owner or occupant for the cost and expense of moving such snow. The fee will be charged against the respective lots and parcels of land adjacent to which such work shall be done, as a special tax, and such sum shall be collected in the same manner as other special taxes.
- D.** Prohibited placement. No person shall deposit or cause to be deposited any snow taken and removed from his premises upon any sidewalk, alley, boulevard, or street in the Town, except that snow removed from a sidewalk and driveway approach in the front of or abutting his/her premises may be deposited on the terrace or, where no terrace exists, at the curblin. The deposit of any snow or ice upon any sidewalk, alley or street of the Town contrary to this section shall be and is declared to be a nuisance. In addition to any forfeiture as provided herein, the Town may remove any snow so deposited and cause the cost of removal to be charged to the owner of the property from which the snow was removed.*Editor's Note: See also Ch. 470, Vehicles and Traffic, § 470-7D, Moving snow into streets.*

PRIVATE DRIVES AND PARKING LOTS

No private driveways or parking lots will be plowed by Highway department crews.

Some snow and ice may be deposited in private driveways by normal plowing operations. Unfortunately, this is one of the consequences of owning a home in Wisconsin. Despite popular opinion, crews do not place snow in driveways on purpose. There is no practical way for the snow plow operator to cut off the windrow of snow when crossing a driveway. This problem is especially acute in cul-de-sacs because this is a very confined space. Cul-de-sacs require that all of the snow that is on the roadway within that confined space be placed along the outside of the circle. The problem is compounded by the fact that each homeowner then must clear their driveway, which places large piles on the corners of the driveways.

In a cul-de-sac, it is extremely difficult to have the truck push snow onto a center island. Trucks are not built to be articulated into an angle that would allow placing a portion of the snow on the island, and centrifugal force causes the snow to move off of the plow toward the outside of the circle. The Highway Department's goal in clearing all streets is to maintain as much of the normal pavement width as possible, while at the same time, allowing acceptable access to the mailboxes by the postal carriers.

One thing you can do to reduce the amount of snow that is plowed in front of your driveway is to place as much of the snow as possible to the right side of your drive, as you face the street. This reduces the chance of snow previously removed from the driveway being pushed back onto your drive. This suggestion, however, may not work in cul-de-sacs or dead end streets.

This will not be removed by Highway Department crews.

DAMAGED MAILBOXES

The Highway Department has experienced some problems during snow plowing with the incorrect placement of mailboxes. The U.S. Postal Service has requirements for mailbox placement and the Highway Department has requirements that must be adhered to in order for the snow plow operators to clear snow from the gutter line. The face of the mailbox may not extend past the back of the curb and no further away than (1) foot behind the curb. The mailbox height should be 42" inches from the top of the curb to the bottom of the mailbox. In areas where there is no curb, the height of the mailbox should be 48" inches from the top of the ground to the bottom of the mailbox.

It should be remembered that weather, frost, and age will affect the placement of a mailbox and annual maintenance by the resident is recommended. If a plow truck damages a mailbox due to the force of the snow rolling off the plow, the mailbox will not be repaired or replaced by the Highway Department. If the mailbox extends past the back of the curb and is damaged by a Highway Department plow truck, the Highway Department accepts no liability for damage.

If a mailbox is damaged due to operator error, the operator will notify the Highway Superintendent or the Highway Foreman of the location and the amount of damage. The Highway Department may choose to replace the damaged mailbox with a standard mailbox approved by the U.S. Postal Service. The Highway Department may upon request of the property owner, provide \$25.00 towards the replacement cost of said mailbox.

The owner or resident will be responsible for cleaning snow around their mailbox to assure delivery of mail.

STALLED VEHICLES

Town Employees shall not tow or push stalled vehicles unless so directed by police or fire department in the case of an emergency. Town Employees should not provide rides for stranded motorists. Assistance may be provided to the motorist by contacting a supervisor by radio or phone.

COMPLAINTS

Complaints regarding snow or ice removal operations should be directed to the Highway Department during normal working hours of 7:00 a.m. to 3:30 p.m. Monday through Friday at 262-862-6012.

The Highway Superintendent will review the location and nature of the complaint, and make an appropriate response.