

**CITY OF COON RAPIDS
PUBLIC WORKS DEPARTMENT
SNOW AND ICE CONTROL POLICY**

I. INTRODUCTION

The City of Coon Rapids believes that it is in the best interests of the residents to assume basic responsibility for control of snow and ice on City streets, sidewalks, and pathways. Reasonable ice and snow control is necessary for routine travel and emergency services. The City will provide such control in a safe and cost effective manner, keeping in mind safety, budget, personnel, and environmental concerns. The City will use City employees, equipment, and/or private contractors to provide this service.

II. COMMENCEMENT OF SNOW OR ICE CONTROL OPERATIONS

The basic criteria for that decision are:

- A. Snow removal operations will begin when three (3) inches or more accumulate, or when the Public Works Director, or the Streets Supervisor determines plowing is necessary.
- B. Drifting of snow that causes problems for travel.
- C. Icy conditions which seriously affect travel; and
- D. Time of snowfall in relationship to heavy use of streets

Snow and ice control operations are expensive and involve the use of limited personnel and equipment. Consequently, a full snowplow operation will not generally be conducted for snowfall of less than three (3) inches.

III. HOW SNOW WILL BE PLOWED

Snow will be plowed in a manner so as to minimize traffic obstructions. The center of the roadway will be plowed first. Snow will then be pushed from left to right and finally moved to the boulevard. When a plow goes over a bridge, the driver shall slow down so that the snow does not go over the bridge if possible. In times of extreme snowfall, streets will not always immediately be able to be completely cleared of snow.

Snow will be removed from major arterial streets first. Plow drivers from various routes will work together in the cleaning of these streets (i.e. tandem plowing). These streets will be maintained even in a blizzard event. Any additional plowing during a blizzard or heavy snow, six (6) inches or above will be determined by emergency needs only. The Public Works Department will coordinate with Police and Fire operations to accommodate emergencies.

IV. SNOW REMOVAL

The Streets Supervisor will determine when snow will be removed from an area. Such snow removal will occur in areas where there is no room on the boulevard for snow storage and in areas where accumulated piles of snow create hazardous conditions.

Snow removal operations will not commence until other snow plowing operations have been completed. Snow removal operations may also be delayed depending on weather conditions, personnel, and equipment available. The snow will be removed and hauled to a snow storage area. The snow storage area will be located so as to minimize environmental problems.

V. STREET PLOWING PRIORITIES AND SCHEDULING

The City has classified City streets based on the street function, traffic volume, and importance to the welfare of the community. Those streets classified as “Arterial Routes” will be plowed first (which means main streets in the city). These are high volume roads which connect major sections of the City and provide access for emergency fire, police, and medical services.

Second priority streets are those streets providing access to schools and businesses. The third priority streets are low volume residential streets. The fourth priority areas are City parking lots and City park facilities.

Low volume residential streets may be plowed with a different starting point for each snow event. The amount of snow accumulation along with the start time of plow operations will often determine these starting points.

All cul-de-sacs will be plowed during full snow plow operations. This pertains when three (3) inches or more accumulate, or when the Public Works Director, or the Streets Supervisor determines plowing is necessary.

VI. SIDEWALK AND PATHWAY SNOW REMOVAL

The City will maintain sidewalks in the City right-of-way. Sidewalk plowing will begin as soon as possible after a significant snowfall. As there are a limited number of personnel available, the City will only maintain sidewalks and pathways by moving snow with a snow blower or plow. When practical, the City will maintain pathways only after sidewalks are plowed. Not all pathways will be plowed and pathways will be plowed according to a prioritization system (see pathway map). Parks with pathways that are

connected to the City regional trail system will be plowed. Sidewalks and pathways will be cleared of accumulated snow, but will **not** be maintained to a “clean pavement” condition (i.e. one to two inches of snow may remain on sidewalks after removal operations). Handwork will not be performed and surface irregularities and slippery conditions may result. No salting, sanding or ice control will be performed.

ADA Bus Stops – The City will work in conjunction with the Anoka County and Metro Transit to maintain accessibility to the best of their ability at these locations.

Public Facilities – The City will clear sidewalks and pathways of accumulated snow as well as monitor and apply salt to keep walking conditions as safe as possible.

VII. USE OF SALT AND CHEMICALS

The City will use rock salt and other chemicals when there are hazardous icy or slippery conditions, on steep grades, bridge decks and on high volume intersections and curves. The Streets Supervisor, or snowplow operators may vary salt/chemical mix to address varying conditions of wind, temperature, etc. to produce, in his/her judgment, the most effective results. Application will be limited on low volume streets, cul-de-sacs and environmentally sensitive areas. The City is concerned about the effect of such chemicals on the environment and will limit its use for that reason.

VIII. WEATHER CONDITIONS

Snow and ice control operations will be conducted only when weather conditions do not endanger the safety of the traveling public, City employees and equipment. Factors that may delay snow and ice control operations include: severe cold, stalled/abandoned vehicles, significant winds, and limited visibility.

IX. SUSPENSION OF OPERATIONS

Generally, operations will continue until all roads are plowed curb-to-curb. Any decision to suspend operations will be made by the Streets Supervisor or his/her designated representative and shall be based on the conditions of the storm.

Safety of the plow operators and the public is paramount. Therefore, snow clearing or removal operations may be suspended after twelve (12) hours to allow personnel adequate time for rest. There may be instances when suspension of operations is not possible thereby instituting staggered shifts after four (4) hours of rest. In these cases, the Streets Supervisor will decide if and what portion of the plowing crew will stand down. Operations may also be suspended during periods of limited visibility. The Public Works Department will do its best to provide access for emergency fire, police and medical services during a storm event. In case of personnel or equipment shortages, contractors may be called in to supplement City forces.

X. PROPERTY DAMAGE

Snow plowing and ice control, by its nature, can cause harm to areas adjacent to the street even under the best of circumstances. The City's plow operators make every effort to avoid damage to areas adjoining the street; however, such damage does occur from time to time. The majority of damage occurs to improvements in the City right-of-way which extends approximately 10 feet to 15 feet beyond the streets curbs, in the boulevard.

City policies for repair of damaged property are noted as follows:

- Mailboxes - Individual residential mailboxes damaged during snow removal will not be approved for compensation unless there is physical evidence that the snow removal vehicle actually hit the mailbox. If due to snow build-up on the boulevards, mailboxes are tipped or knocked over from the weight of the snow, it shall be the responsibility of the property owner to repair or replace the mailbox at their cost. If the City is responsible, the City will reimburse the owner up to \$75.00 for materials purchased for repairs (materials only—no labor), upon proof of purchase and replacement. If plows hit a newspaper box that is under the mailbox and not part of the support system, the property owner is responsible for repairs. ***This maximum reimbursement amount will be adjusted annually using the City's Construction Cost Index. If the City makes payment for replacement, the mailbox must be replaced by the property owner and located in accordance with U.S. Postal Service requirements.***
- Turf - Turf damaged during snow removal will be repaired the following spring. The Street Maintenance Division or contractor will repair the damage using black dirt and grass seed.
- Boulevard Intrusions 8-1002 - City Code prohibits intrusions in boulevards on street public right-of-way (R.O.W.) without City approval. This includes structures and items such as landscape boulders, posts and fences, improperly positioned mailboxes, masonry structures, timbers, stakes, lawn sprinkler systems and other objects within the street R.O.W. These intrusions present a potential safety hazard for the traveling public and can damage snowplow equipment or become damaged by the weight of snow or equipment contact. Items encroaching into the boulevard (R.O.W.) are not replaced or repaired by the City if damaged.
- Garbage/Recycling Container 8-206 - Efficient snow plowing requires that garbage and recycling containers be accessible for pick-up and placed off street to allow snow removal. The container(s) may have to be placed in the driveway or turfed area to meet both of these requirements. It is the responsibility of the resident to see that the containers are located so as not to interfere with snow removal. These containers will not be repaired or replaced if damaged during City snow removal.

XI. DRIVEWAYS

One of the most frequent and difficult problems in removal of snow from public streets is

the snow deposited in driveways during plowing operations. City personnel do not provide driveway cleaning.

XII. MAIL DELIVERY

The snowplow operators make every effort to remove snow as close to the curb line as practical and to provide access to mailboxes for the postal service. However, it is not possible to provide perfect conditions and minimize damage to mailboxes with the size and type of equipment the City operates. Therefore, the final cleaning adjacent to mailboxes is the responsibility of each resident as necessary.

XIII. SNOW ON ROADWAYS

According to the laws of the State of Minnesota, depositing snow in any fashion onto a public street/right-of-way of highway is illegal and punishable as a misdemeanor. Minnesota Statute 169.42, and City of Coon Rapids Ordinance [8-111](#) prohibits plowing, shoveling, blowing or placing snow onto public roadways. The act of placing snow onto a public roadway may subject a person to a civil liability if a road hazard such as a slippery area, frozen rut or bump occurs and causes a traffic accident. This civil liability may extend to both the property owner and the person who actually placed the snow on the roadway/right-of-way. The City of Coon Rapids asks all citizens to comply with these rules which are designed to keep the street, right-of-ways, and highways safe during the winter months.

XIV. WINTER PARKING REGULATIONS

The City of Coon Rapids winter parking restrictions are listed as follows:

- A. [Snowbirds 9-120](#) - (1) No person, firm, or corporation shall, at any time, park or permit to be parked any vehicle within any block or any public street when within the preceding 24 hours, falling or blowing snow or a combination of falling and blowing snow has accumulated to a depth of three (3) inches or more at street level anywhere within that block. Provided, however, that parking shall be permitted within any block of any public street where not otherwise prohibited whenever the entire length of roadway of such block has been cleared of snow from curb to curb, or in the case of streets without curbs, between the outer edges of the shoulders of such streets. Any vehicle parked in violation of this Section may be removed as provided by City Code Section [9-116](#).
- (2) No person, firm, or corporation shall at any other time park or permit to be parked any vehicle upon a public street when such parking interferes with the snow removal operations of the City and any vehicle so parked may be removed by the City at the owner's expense in accordance with the provisions of City Code Section [9-116](#), provided that the owner of said vehicle is notified of the City's intention to remove snow by the placement of a warning tag on such vehicle at least 24 hours prior to removal.
- (3) Any person, firm, or corporation violating the provisions of this Section shall be

guilty of a misdemeanor and upon conviction thereof shall be subject to a fine.

B. Winter Parking Ban 9-122 - No person shall park or permit to be parked any vehicle on a public street in the City of Coon Rapids between the hours of 2:00 a.m. and 6:00 a.m. between the first (1st) day of November and the first (1st) day of April next following, both dates inclusive. Any vehicle parked in violation of this Section may be removed as provided by Revised City Code–1982, Section 9-116.

C. Parking Restrictions–Snow Removal 9-124

(1) The Director of Public Works is hereby authorized to erect official signs within or abutting commercial and industrial areas of the City prohibiting parking on the odd numbered side of a street on odd numbered days and on the even numbered side of a street on even numbered days. Such restriction shall be imposed for snow removal purposes only and shall only be in effect between the first day of November and the first day of April next following, both dates inclusive.

(2) When official signs restricting parking are erected as authorized herein, no person shall park a vehicle upon any such street in violation of any such sign.[Revised 1/26/93, Emergency Ordinance 1435]

XV. DISCLAIMER

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 the 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 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
- vehicles disabled in deep snow;
- weather so severe as to cause crews to be called in from the streets, i.e. whiteout conditions;
- equipment rendered inadequate by the depths of the snow or drifts;
- crew breaks, and breaks required for refueling, refilling of material spreaders and installing chains or new blades; and
- unforeseen emergencies.