

City of Carson City  
Agenda Report

Item # 11

Date Submitted: October 20, 2006

Agenda Date Requested: November 2, 2006

Time Requested: 20 min.

To: Mayor and Supervisors

From: Public Works Department

Subject Title: Presentation of Snow Policy and display of new snow removal equipment.

Staff Summary: Please see the attached Snow Policy and Snow Route Map. There have been no changes to the Snow Policy in the past year. We are requesting that the Board take a brief break to come out to the parking lot and view the new equipment.

Type of Action Requested: (check one)  
 Resolution  Ordinance  
 Formal Action/Motion  Other (Presentation)

Does This Action Require A Business Impact Statement:  Yes (XX) No

Recommended Board Action: N/A

Discussion: Although there have been no changes to the Snow Policy in the past year, we would like to remind the public that winter driving can be dangerous even when roads have been plowed and sanded. Daytime thawing can lead to run off that freezes at night causing icy conditions. We encourage everyone to exercise caution.

Fiscal Impact: N/A

Funding Source: N/A

Explanation of Impact: N/A

Alternatives: N/A

Prepared By: Curtis Horton, Senior Public Works Operations Chief

Reviewed By: [Signature] Andrew Burnham Date: 10-23-06

Concurrences: [Signature] Date: 10-23-06

[Signature] Date: 10-23-06

[Signature] Date: 10-23-06

Board Action Taken: NA

## **CARSON CITY PUBLIC WORKS SNOW AND ICE CONTROL POLICY**

Carson City receives an average annual snowfall of 31.6 inches, with an average monthly snowfall of 6.78 inches between December and March. The City's annual snow removal budget and the size of its snow removal equipment fleet has historically been based on these snowfall figures as well as the expected number of street miles to be plowed or sanded. The City's policy has historically been to not budget or provide staff and equipment for snow operations that would entail removing all accumulations of snowfall from all streets (arterial, collectors, and residential) in the City. To do so substantially increases the annual cost of snow removal operations due to increased equipment and labor costs.

The above-stated policy has served the City well in past "normal" storm events and "normal snow accumulations with a good balance between budget expenditures and generally acceptable service levels. However, based on past experience with major storm events and major amounts of snow accumulation, the City's policy must include elements and steps to quickly and efficiently mobilize additional resources to expand services beyond the Priority One and Priority Two Streets to provide service to all of Carson City.

The City's snow plowing/removal policy establishes priorities as follows:

\* **EMERGENCY SNOW ROUTES (Priority One)**

Major arterial and collector streets, called Emergency Snow Routes (see attached map), will receive priority for snow or ice control. These are the streets considered to be the minimum network which must be kept open in order to provide a transportation system connecting the hospital, fire stations, sheriff's office, schools, government facilities and major commercial areas with the citizens of this community.

\* **SECONDARY SNOW ROUTES (Priority Two)**

All other arterials and selected collectors completing the network covering the major traffic volume streets, called Secondary Snow Routes (see attached map), will receive attention only after the Emergency Snow Routes have been cleared.

\* **NONESSENTIAL ROUTES (Priority Three)**

Priority three streets include all remaining collectors and streets, including residential streets, when snow depth and conditions warrant. Scheduling of these areas will depend upon snow depth and density of development.

## **DOWNTOWN AREAS**

Every effort will be made to clear the Emergency Snow Routes in the downtown area during the evening and early morning hours. This activity is subject to when the snowfall occurs and the accumulation of snowfall. The clearing of the streets and their adjacent parking areas in the downtown area is very important for the business community and is a high priority. Certain snow removal equipment will be dedicated to the downtown area Emergency Routes and therefore compliance with the no parking provisions is extremely important. Once the Emergency Snow Routes are cleared, the parking normally allowed along these routes will be made available.

## **HIGHER ELEVATIONS**

Due to normally heavier snow accumulations, steeper grades and the need to keep emergency vehicle access available, residential streets located in areas of higher elevation have been included on the Secondary Snow Route map. These areas include upper Kings Canyon, Timberline, Lakeview and the northern-most areas above Arrowhead Drive.

## **SANDING OPERATIONS**

In the event of freezing rain, sleet or slippery surfaces caused by light accumulations of snow or snow removal, the following street sections will be sanded as needed in this order:

- \* Approaches to traffic control devices
- \* Hill and curve sections
- \* Emergency Snow Routes
- \* Major approaches to Snow Routes

Local and residential streets will not be sanded except for the previously listed areas.

## **SNOW PLOWING**

Plowing will commence on Emergency Snow Routes when there is a determination made by the Senior Public Works Operations Chief or his designee that snow depths and or/conditions warrant such. Plowing will begin on Secondary Snow Routes only after the Emergency Snow Routes are cleared. Plowing will start at the higher elevations or other areas based on accumulation and need as determined by the Senior Public Works Operation Chief or his designee. After Emergency and Secondary Snow Routes are cleared, plowing on local and residential streets may be done and only during normal working hours unless the amount of snowfall has been so significant that it restricts traffic.

The snow "windrow" location, either at the street centerline or the edge of pavement, will be directed by the Senior Public Works Operation Chief or his designee. The depth of snow and width of streets shall be considered when determining the location the snow windrows. It is the intent to always attempt to plow to the edge of the street as this helps prevent icing from run off centerline windrows and reduces the need to remove the snow.

Emergency and Secondary Snow Route approaches will be plowed a minimum distance of **fifty (50)** feet from the intersection at the time the Snow Route is plowed, if it is deemed necessary and time allows; otherwise, they will be plowed when the local or residential streets are plowed.

### **SNOW HAULING AND DUMP SITES**

The snow from any storm where the size of plowed windrows either restricts traffic or causes parking to be far enough away from the curb to interfere with traffic shall be loaded and hauled to the Carson City Corporate Yard, 3303 Butti Way. This is the only approved dump site in order to comply with the Carson City Storm Water Management Program. Every effort will be made to haul during non-peak traffic volume times, and may start when the storm ends; however in rare cases some hauling operations may be performed during storm events. Parking on any street may be temporarily restricted if parked vehicles would interfere with through traffic, plowing, sanding, or snow hauling operations.

### **DRIVEWAYS**

The snow windrow created by plowing may block private driveways. City equipment is not designed to enable the operators to prevent this from occurring. Snow removal from private driveways and the approaches is the responsibility of the property owner or tenant and will not be cleared by the City.

In the event time permits, city forces may return to an area and attempt to provide access to private driveways with the understanding this is the lowest priority activity in the snow plowing operation and could commence hours or days after the storm event is over based on available manpower and funding.

### **SIDEWALKS**

Snow removal from sidewalks adjacent to the street is the responsibility of the adjacent property owner, agent or occupant.

Sidewalks in the business districts shall be cleared within 48 hours after the snow has stopped falling (Section 11.12.130 CCMC). Failure to clear the sidewalk shall be declared a public nuisance and the City shall have the nuisance abated without notice to the owner and the cost of such abatement shall be borne by the owner of the property.

Sidewalks in residential, industrial and other areas outside of the business district must be cleared within seventy-two (72) hours (Section 11.12.070 CCMC).

These provisions shall be strictly enforced in the business districts and other areas of significant pedestrian traffic.

### **PRIVATE PROPERTY AND PARKING LOTS**

Snow removed from private property and parking lots shall not be dumped, pushed, or placed onto City-owned property, streets, sidewalks, or other rights-of-way.

### **CITY CONTROLLED PARKING LOTS**

Snow will be cleared from City-owned or controlled parking lots by the Parks and Recreation Department.

### **CARSON CITY AIRPORT**

The Carson City Airport is the responsibility of the Airport Authority and plowing by private contract shall be coordinated by the Authority. Snow removal in leased areas is the responsibility of the lessee.

### **HOSPITALS**

The access ways to the hospital's emergency entrances and the adjacent streets will be plowed or sanded when Emergency Snow Route plowing or sanding commences in accordance with the snow plow route map.

### **EMERGENCY SERVICES - FIRE AND SHERIFF**

City street access to the Sheriff's Office and Fire Stations will be plowed or sanded when plowing or sanding of the Emergency Snow Routes commences.

### **PRIVATE PROPERTY**

Snow and ice control/removal is the responsibility of the private property owner or tenant on private property. City personnel are not available for snow or ice removal on private property. Private property owners and tenants are encouraged to make prior arrangements for snow and ice removal with private businesses or contractors.

### **STATE MAINTAINED ROUTES**

Streets owned and maintained by the Nevada Department of Transportation (NDOT) are the responsibility of NDOT for snow and ice control/removal. Per NDOT's request, city forces shall not plow, sand/remove snow or ice from these areas. If assistance is necessary an official request shall be made following the chain of command for both entities.

NDOT maintains a winter weather conditions report at 793-1313 and whose District II Headquarters is at 688-1250.

## **CHAINS OR SNOW TIRE REQUIREMENTS**

Whenever the Carson City Sheriff or his designee determines that due to falling snow, sleet or freezing rain that City-owned and maintained streets are in a condition that the traction and stopping ability of vehicles is reduced, the Sheriff may declare the required use of chains or snow tires.

The City Manager's Office shall provide announcements to the local radio stations, newspapers and public access television station whenever chains or snow tires are required. There shall be included in the announcement the time that these requirements are to become effective.

When it is found that the conditions which required the use of chains or snow tires no longer exist, the Carson City Sheriff or his designee shall declare the termination of this requirement and the City Manager shall provide notice in the same manner as was originally performed.

## **TRAFFIC CONTROL**

One of the many problems during extraordinary snow situations is the control of traffic. On occasions adequate traffic control could save "tie-ups" of long duration and/or eliminate such tie-ups if the City had time to clear a critical location. Although City personnel may occasionally hold back traffic for the clearing operations, it may be necessary to have Sheriff Deputies present to get the desired results.

When traffic control assistance is needed, city personnel may immediately contact the Carson City Dispatch Center by radio or phone 887-2007 and request assistance for traffic control.

## **CONTRACTUAL SERVICES**

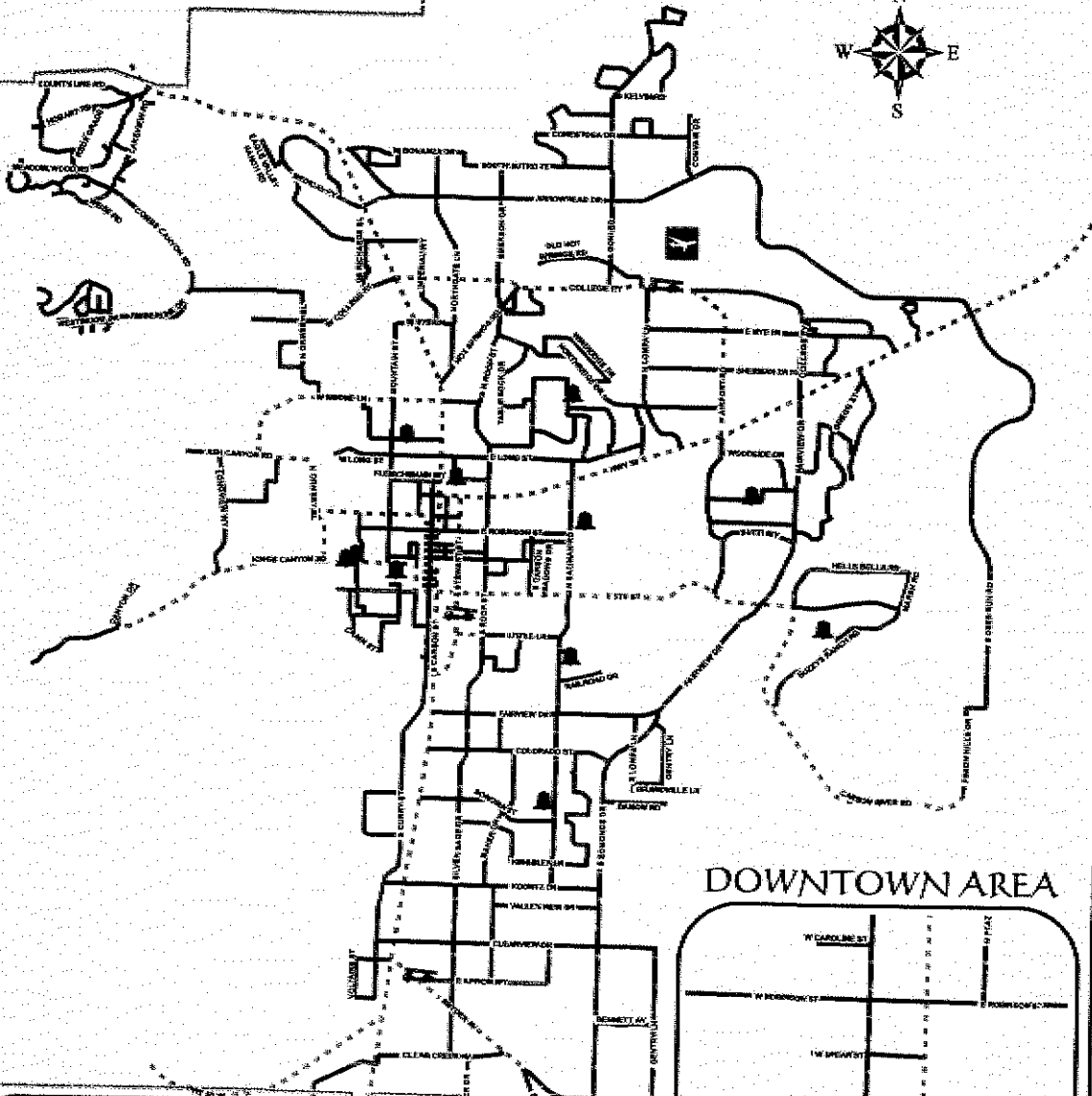
During periods of heavy snowfall, the City sometimes requests the assistance of private contractors with the snow removal operation. The use of contractor equipment is normally contingent upon the contractor's availability and is generally limited to snow accumulations greater than six (6) inches in depth or of a long duration.

The Public Works Operations Division will maintain a current resource list of contractors, equipment and/or operators who may be called to assist in a snow emergency. Contractors will be called after all City equipment and operators from all Public Works and Parks Divisions are unable to keep up with the existing and projected snow accumulations. The City will annually call for bids from private contractors to provide snow plowing/removal services. The amount and level of service for contracted services will be dependent on budgetary approvals by the Board of Supervisors.

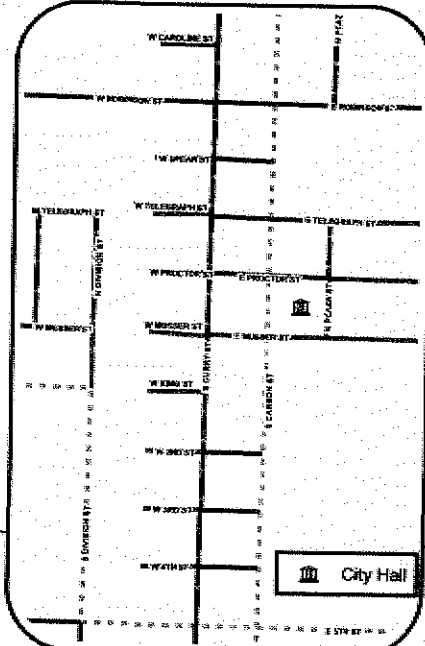
Established 11-1-97  
Revised 10-11-05

# CARSON CITY

## SNOW PLOW MAP 2006 - 2007



### DOWNTOWN AREA



**LEGEND**

- Airport
- Fire Station
- Sheriff Station
- School
- Carson City Boundary

**SNOW PLOW ROUTES**

- Emergency Routes
- Secondary Routes
- State Routes