

CITY OF SANDPOINT

SNOW REMOVAL POLICY

In accordance with City Code, Title 6, Chapter 1, Section 4-3.C, this document represents the complete Snow Removal Policy. The policy's reference to "snow removal" comprehensively includes a variety of winter maintenance services such as applying surface treatments for traction, plowing of snow and slush, ice removal, and hauling of snow. Snow removal is a collaboration between the City and its citizens. The Snow Removal Policy establishes priorities and expectations. This policy is effective any time winter conditions are present, typically, between November 1 and March 1.

PRIORITIES - STREETS

The need to provide the greatest level of safety and benefit to the traveling public, in an efficient and fiscally responsible manner, necessitates that priority be given to essential services and more heavily used streets above other less traveled streets. Residential streets which require proportionally more time for snow removal for the amount of traffic served have a lower priority. Therefore, City streets have been divided into the following three priorities, as reflected on the Snow and Ice Control Routes Map:

PRIORITY 1: These are arterial and major collector streets, generally with a right-of-way width of 40 feet or more and average daily traffic greater than 3,000 and includes approximately 17 linear miles. Also included in this category are streets serving emergency response facilities, schools, and streets with hills and sharp curves where traction problems may cause hazardous driving conditions. Priority 1 streets are represented by yellow on the Map.

PRIORITY 2: These are streets generally located within the downtown business core, typically with a pavement width of at least 36 feet and includes approximately 4 linear miles. Priority 2 streets are represented by green on the Map. Typically, this area will be serviced between 2:00 am and 6:00 am, after Priority 1 streets are passable; in the event conditions change, resources may need to return to Priority 1 streets prior to completing Priority 2 streets.

PRIORITY 3: These are all other streets not designated as either Priority 1 or 2 streets and includes approximately 32 linear miles of primarily residential streets. Priority 3 streets are represented by red on the Map. Typically, this area will be serviced during normal day shift hours after Priority 1 and 2 streets are passable; in the event conditions change, resources may need to return to Priority 1 and 2 streets prior to completing Priority 3 streets.

PRIORITIES – SIDEWALKS, PATHWAYS, & PARKING LOTS

The City currently provides snow removal services on approximately 10 miles of public sidewalks and pathways and 16 public parking lots. Bus Stops are maintained by SPOT. Sidewalks, pathways, and parking lots are represented by blue on the Map. Snow removal services will be performed in the following priority order:

PRIORITY A: These locations require snow removal prior to 7:30 am, Monday – Friday, except Holidays:

City Hall Public Lot, City Fire Lot, City Police Lot and Alley, Downtown (Third and Church) Public Lot, Fifth Ave North (Cedar to Oak) Public Lot, Fifth Ave South (Oak to Church) Public Lot, Selkirk Loop Rest Area

(Superior) Lot, Jeff Jones Square Public Lot, Division (west side only) pathway (Baldy Mountain Rd to Hwy 2), Pine Street (north side only) pathway (Division to Travers Park), and Sandcreek Trail (Bridge St to Cedar St Bridge).

PRIORITY B: These locations require snow removal during normal day shift hours, Monday – Friday, except Holidays, after Priority B locations are completed. In the event conditions change, resources may need to return to Priority A locations.

City Hall sidewalks, Community Hall sidewalks, Bridge Street walking bridge, Downtown Public Lot sidewalks, Community Trail pathway (Larch to Chuck Slough), Jeff Jones Square sidewalks, Memorial Park (Lakeview and Ontario) sidewalks, Farmin Park sidewalks, Schweitzer Cutoff round-about sidewalks, Community Hall Public Lot, Beach Public Lot, and Travers Public Lot.

PRIORITY C: These locations require snow removal Monday – Friday, except Holidays, after Priority A and B locations are completed. In the event conditions change, resources may need to return to Priority A and B locations.

Larch round-about sidewalks, Travers Public Lot sidewalks, Boyer Ave (east side only) pathway (Larch to Mountain View Way), Community Garden sidewalks, Memorial Park pathway, Travers Park pathway, Gateway sidewalks, Beach pathway, Farmin’s Park Sidewalks, Boyer (median at Cedar) sidewalks, Lakeview pathway, Lakeview Public Lot, 9th Grade Center sidewalk, McKinnick Trail Public Lot, Woodland Lift Station Lot, Ponderay Bay Trail Public Lot, Sandcreek Public Lot, Dock Street lift station, and marinas.

ON-STREET PARKING

This section shall not be interpreted to allow on-street parking in areas where parking is otherwise restricted by existing signage or any other provision of City Code. All parked vehicles on the streets must be cleaned of snow for visibility within 24 hours of any storm. Vehicles parked on the street during snow and ice events negatively impacts the City’s ability to perform snow removal services in a timely and efficient manner. Therefore, the following parking restrictions are enforceable:

- **Priority 1 Streets**

On-street parking is restricted to only the even side of the street, unless posted otherwise, from November 1st through March 1st. The even side of the street includes even numbered addresses.

- **Priority 2 Streets**

On-street parking is prohibited in the downtown Business Sector from 2-6 AM from November 1st through March 1st, unless posted differently.

- **Priority 3 Streets**

On-street parking is restricted to only the even side of the street, unless posted otherwise, from November 1st through March 1st. The even side of the street includes even numbered addresses.

- **No Parking Order**

When snow fall has accumulated or is expected to accumulate on public streets in an amount sufficient to pose a hazard to the health, safety, and/or welfare of the inhabitants and/or property of City, the Public Works Director (or designee), Police Chief, or City Administrator, may issue a No Parking Order that prohibits parking on the street. The No Parking Order will communicate which locations of town and what times apply.

Vehicles left on the street are subject to removal (towing) by the Sandpoint Police Department, at the expense of the vehicle owner, when on-street parking is not in accordance with the Snow Removal Policy. Portions of Priority 3 streets may not receive snow removal services until vehicles parked on the street no longer restrict access by snow removal equipment.

MAILBOXES AND FENCES

Mailboxes damaged during snow removal will be evaluated on a case by case basis. Only those mail boxes that were properly located and installed in accordance with City of Sandpoint and United States Postal Service standards, and which were damaged by actual contact with City equipment, will be considered for repair at city expense. Fences in the right of way may be damaged by snow operations. The City is not responsible for damage to fences and landscaping that are located within the street right of way.

ASSISTANCE TO STRANDED MOTORISTS

City personnel may assist stranded motorists by contacting law enforcement or emergency personnel; personnel shall not remove vehicles from ditches, snow banks or any other impediment.

USE OF GATES

City graders are equipped with snow gates to reduce the amount of snow plowed in front of driveways. The use of snow gates may narrow roadways, especially as the winter continues, since the plows can no longer reach all the way to the curb; therefore, the following applies to the use of snow gates:

- Snow gates are used city-wide when the snow fall is less than 4-inches
- The use of snow gates may be suspended during snow events in which the snow is greater or wetter than their use would be effective.
- Snow gates will not be used in front of vehicles, mailboxes, or trash containers.
- Removal of the accumulation of a snow berm created by the City snow plow operations at private driveway entrances, vehicles, mailboxes, or trash containers is the responsibility of the citizen or business owner.

TRASH CONTAINERS

Citizens shall not place trash containers in the street until it has been cleared of snow. Citizens are encouraged to place trash containers in their driveway when snow is present or forecasted.

SIDEWALKS & FIRE HYDRANTS

Citizens and businesses must keep their sidewalks, ADA ramps, and fire hydrants clear of snow and ice. At a minimum, maintain a 36-inch wide to allow pedestrians to travel effectively.

DEPOSITING SNOW ON PUBLIC STREETS

Piles of snow left on or near the roadway can freeze into a solid mass, creating a hazardous situation for vehicles and snowplows. Depositing of snow on public streets is prohibited. Collisions and damages caused by snow piles placed in the roadway may result in liability to the property owner.