

City of Maple Plain  
Snow and Ice Control Policy  
Presented May 8, 2023

The City of Maple Plain has adopted the following policy pertaining to Snow Plowing. This policy shall apply to any designated snow plowing agent hired by the City of Maple Plain for snow removal services.

**I. Purpose**

The purpose of this Snow and Ice Control Policy is to establish and maintain uniform procedures concerning snow and ice operation for the City of Maple Plain. The City shall provide such control in a safe and cost-effective manner while keeping safety, budget, personnel, and environmental concerns in mind. The City shall use its employees, equipment, and / or private contractors to provide service. It is in the City's best interest to have a snow and ice control policy, but because of variable weather conditions, the policy must remain flexible.

**Public Streets and Sidewalks**

**II. Policy**

The safety of those traveling by motor vehicle, on foot, and by other modes of transportation is of high priority. The goal of the City is to provide for surface conditions that are safe for travel in consideration of surrounding conditions and circumstances. However, it is not possible or practicable for snow and ice to be fully removed from all surfaces or prevented from accumulating on surfaces. The City encourages and expects that City residents and other members of the traveling public will at all times conduct their activities mindful of conditions, hazards, and what is necessary to remain safe.

**III. Commencement of Operations**

1. The Public Works Director, or designee, shall be responsible for enforcing and implementing this policy.
2. The Public Works Director, or designee, will decide when to begin snow and ice control operations. The criteria for implementing snow and ice control operations are as follows:
  - Snow accumulation of two inches or more
  - Drifting of snow that causes problems for travel
  - Icy conditions which seriously affect travel

Time of snowfall in relationship to heavy use of streets

**IV. Level of Service**

During light or normal snowfalls, streets will be plowed to full width. During heavier snowfalls, streets shall be plowed as wide as possible initially, and widened as the storm intensity decreases. After the storm passes, cleanup operations shall begin to clear intersections and snow-storage areas along corners and boulevards when needed. It is the City's intent to complete initial plowing and widening operations within approximately 12 hours of the cessation of the storm. These are target time frames and may be affected by a number of considerations. In times of extreme snowfall, streets will not always immediately be able to be completely cleared of snow.

Snow will be plowed in a manner so as to minimize any traffic obstructions. The center

of the roadway will be plowed first. The snow shall then be pushed from left to right. The discharge shall go into the boulevard area of the street. Cul-de-sacs and dead-end streets may have few, if any, bare pavement spots. Gravel and dirt road surfaces shall be plowed to provide a hard pack surface with sand and or abrasive spread, as necessary, for traction.

Snow in the Main Street East Downtown area shall be plowed to the center of the road. After all plowing is complete, the snow removal contractor shall return and removal all snow pushed to the middle along Main Street East Downtown. Removal of this snow shall commence immediately following the conclusion of plowing the City.

#### **V. Standards and Placement of Ice Control Materials on Road Surface**

- When plowing or pre-treating roads, salt shall be used as the primary treating agent. If temperatures fall below 10 degrees, sand shall be used with no salt use.
- Treating roads with ice or sand shall only be applied on curve, intersections, and the following streets: Independence St., Budd Ave., and Main Street East Downtown. No other parts of the road shall be treated unless extreme circumstances warrant such treatment.

#### **VI. Accounting for Service**

The road mileage for the streets plowed, the time spent, and amount of material (salt-sand) will be logged by the driver and/or GPS data/electric log. This information will be given to the Public Works Director or designee. If the work is contracted, it will be sent with the billing.

### **Public Sidewalks and Trails**

The removal of snow and ice from public sidewalks and trails is a lower-priority operation that will begin after all public streets and public parking lots have been cleared of snow. The sidewalks and trails to be cleared shall be identified on a map, which shall be approved by the City Council.

#### **I. Commencement of Operations**

Sidewalk and trail snow removal will be completed during non-overtime hours whenever possible. The criteria for implementing sidewalk and trail snow removal operations are as follows:

- Snow accumulation of two or more inches
- Drifting of snow that causes problems for pedestrians
- Additional snowfall of two inches or more is not expected within 48 hours of normal commencement.

#### **II. Level of Service**

Sidewalks and trails shall be cleared of snow, to a width of 60", one time following a snow event of two or more inches. Traction control materials, such as sand, salt, and de-icing agents will not be applied to sidewalk or trail surfaces. It is expected that public sidewalks and trails may have few, if any, bare pavement spots. The snow removed shall be discharged alongside sidewalks and trails in boulevard areas where appropriate.

## **Public Sidewalks and Trails**

Snow and ice control operations cause property damage even under the best of circumstances and care on the part of the operators. The major types of damage are to improvements in the City right-of-way which extends approximately 13 feet beyond the curb location. The intent of the right-of-way is to provide room for snow storage, utilities, sidewalks, and other City uses.

The City will repair sod damaged by snowplows during snow removal operations. All other damage within the public right-of-way is the responsibility of the property owner including, but not limited to, trees, shrubs, bushes, landscaping materials, decorative rock and lawn/ landscaping irrigation systems.

The City will not repair/replace sod, trees, shrubs, bushes, landscaping materials and driveways that are damaged due to the application of sand, salt or other deicing chemicals.

Mailboxes installed and maintained to City and Postal specifications which are damaged as a result of direct contact by City snow removal equipment will be replaced the following spring with a standard No. 1 mailbox mounted on a 4" by 4" treated post.

Mailboxes which are not installed to City and Postal specifications or are damaged due to snow deposit from plows (versus being hit by City snow removal equipment) will not be replaced. The City is not responsible for damage to media or paper boxes and will not repair them.