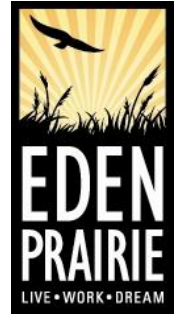


Snow and Ice Control Policy for City Streets

Updated 11-21-2023



I. PURPOSE AND NEED FOR POLICY

The purpose of this policy is to define snow and ice control objectives and procedures for City streets in Eden Prairie. This policy should be evaluated annually and amended as needed to reflect current best practices.

II. POLICY

Each year the Public Works Department will prepare snow removal and ice control route maps. The City has over 230 center lane miles of streets which are divided into 18 plow routes and are plowed with single axle and tandem axle dump trucks. The City also has over 630 cul-de-sacs which are divided into 22 routes and are plowed using 4x4 pickups during a full call out event. The city has prioritized streets from “A” to “D” based on the functional classification, traffic volume, posted speed limits, adjacent land uses, and other unique identifiers. Priority “A” streets receive the highest priority followed by priority “B, C and D” Streets. Exhibit A identifies all street priorities with respect to snow and ice control.

III. PROCEDURES

The Streets Division Manager, or their designated representative, monitors weather and roadway conditions and notifies maintenance personnel when local conditions warrant a snow and ice control response. This notification shall be in accordance with Exhibit B, Emergency Notification of Maintenance Personnel. The predicted start of a winter event, its intensity, and duration will determine the timing, amount of equipment, and number of personnel necessary to provide a proper response. The Streets Division Manager, or their designated representative, has the authority to determine plow routing and sequencing of operations in accordance with priorities as established in

Exhibit A. The Streets Division Manager, or their designated representative, shall have the discretion to adjust plow sequencing and route assignments based on storm conditions, equipment availability, or other pertinent factors.

IV. COMMENCEMENT OF OPERATIONS

Snowplowing and/or ice control operations shall commence under the direction of the Street Division Manager or their designated representative. In general, operations shall commence as follows:

- A. Any combination of snow accumulation, freezing rain, sleet, or drifting conditions may warrant commencement of snow plowing or ice control operations. The City has adopted a plow with the storm strategy utilizing mechanical removal of snow during the storm which helps limit unneeded salt use and its negative impact on the environment.
- B. Snow and Ice control operations require a great deal of resources from many City departments therefore, snowfall under 2 inches will generally warrant a partial plow operation with a quick removal of snow from roadways and looping of cul-de-sacs. Full-scale plow operation may be used if snow build up in the center of cul-de-sacs (from multiple events) has accumulated to more than 2 inches.
- C. Snowfall greater than 2 inches warrants a full-scale plowing operation with a thorough removal of snow from all city streets and cul-de-sacs.
- D. Icing of pavements or other conditions that negatively affect travel may warrant partial or full operation depending upon extent and conditions.
- E. Drifting of snow may warrant commencement of partial or full operations depending upon conditions.
- F. Depending on weather and pavement conditions, anti-icing liquids may be applied to streets before a winter weather event to help prevent the bonding of snow and ice to pavement.
- G. Snow plowing and ice control on County and MnDOT roads is the responsibility of the controlling jurisdiction or entity.

V. **HOW SNOW WILL BE PLOWED**

Typical City Roadways: Snow shall be plowed in a manner which minimizes traffic obstructions. The center of the roadway will be plowed first. The snow shall then be pushed from left to right, as close to the curb as possible, with the discharge going onto the boulevard area of the street or right-of-way. In times of extreme snowfall, streets will not always be immediately cleared of snow from curb to curb as routes are plowed quickly to open as many streets as possible and keep up with accumulating snowfall.

Cul-De-Sacs: If the event is less than 2 inches of snowfall then big plow trucks will loop the outside curb of cul-de-sacs, discharging snow as close to the curb as possible, and apply deicing material as needed. For events greater than 2 inches, or when snow accumulations from multiple minor events becomes substantial, a full scale clearing of snow shall occur. Snow will be deposited onto the boulevard with the goal of evenly distributing snow on adjacent properties. Depending on the number of obstructions (hydrants, mailboxes, driveways, etc.) it is not always possible to evenly distribute cleared snow in a cul-de-sac.

It is the departmental goal to have the entire street system cleaned upon cessation of a typical snowfall (5 inches or less) in approximately nine hours. Cleanup operations can widely fluctuate depending on total accumulation, weather conditions, equipment operability, and duration of the storm.

Winging Back or Benching Snow: When the amount of snow located immediately behind the curb and gutter begins to cause issues for plow operators, the City may need to wing back or bench snow. This involves a plow pushing snow back further into the right-of-way so that space becomes available for future snow removal operations. This also helps to reduce the amount of snow that is deposited in driveways for homeowners to clear.

Removal of Snow: Loading and hauling snow from cul-de-sacs and other designated areas may be necessary when there is no room in the boulevard for additional snow storage or areas where piles of accumulated snow have created a hazardous condition. The Streets Division Manager, or their designee, will determine when and if snow should be removed. Snow storage areas will be located to minimize hauling distance and limit environmental impacts.

Removal of hazards on public right of way created by snow accumulation is the responsibility of the property owner creating the hazard.

VI. USE OF SALT

The City is conscious of salt and other deicing material effects on the environment and will limit their use to the extent practicable for maintaining safe roads for the traveling public. It is the policy of the City to utilize straight salt or a treated combination of deicing material calibrated to the lowest effective amount per lane mile of application. The application of salt or deicing materials may be limited to major roadways, steep grades, curves, and high-volume intersections. Material treatments for control of snow and ice are not intended to provide bare pavement during winter conditions. The City will not be responsible for damage to turf or other vegetation in the right-of-way caused by salt and deicing materials.

VII. SUSPENSION OF OPERATIONS

Extreme weather conditions that endanger operators and equipment may delay services. Safety of the plow operators and the public is paramount; therefore, snow and ice control operations may be suspended after 12 hours of continuous service to allow personnel adequate time for rest. There may be instances when operators will be allowed to plow longer depending on storm conditions and other circumstances. Operations may also be suspended during situations where there is limited visibility, numerous disabled or abandoned vehicles on roads, emergency service assistance is needed, City equipment is unable to operate, or extreme cold. Any decision to suspend operations shall be made by the Public Works Director, Street Division Manager, or their designated representative.

VIII. PROPERTY DAMAGE

The intended purpose of the public right-of-way is to provide room for snow storage, signage, public and private utilities, streetlights, and sidewalks. Snow and ice control operations can cause property damage even under the best of circumstances and care on the part of the operator. Often this damage occurs to objects found in the right-of-way, and sometimes objects in the right-of-way cause damage to plow equipment. Obstructions that conflict with the

intended purpose of the right-of-way are not permitted unless authorized by City Code 6.03. The City will cooperate with property owners to determine liability for repairs, but the City will assume no responsibility for damage to obstructions placed within the right-of-way without a permit.

Mailboxes: The City accepts responsibility for properly installed USPS-approved mailboxes located in the public right-of-way if the damage is caused by being physically struck by a City plow blade, wing, or other piece of City equipment. Mailboxes should be of sufficient integrity to withstand snow rolling off the end of a plow or a wing. Damage to mailboxes resulting from snow rolling of the wing or plow is the responsibility of the property owner. Mailbox posts that are rotten, weak, or improperly installed too close to the roadway will not be the responsibility of the City. In instances where the City is responsible for mailbox damage, the City will repair or replace mailboxes with only a standard size non-decorative metal mailbox on a 4X4 decay resistant wood post as per Exhibit C. Property owners may elect to receive a one-time payment of \$150 rather than a standard mailbox as compensation for installing or repairing a mailbox of their choice. The deadline to report mailbox damage to the City is June 1.

Landscaping: The City will assume no responsibility for damage to fences, trees, shrubs, specialty grasses, native plantings, rocks, private lighting systems, retaining walls, basketball hoops, or pet containment systems located in the right-of-way. These and other obstructions installed within the public right-of-way by the property owner are considered by choice and at the owner's risk.

The City will repair turf/sod that is damaged by snow removal equipment. Turf/sod that is scraped or gouged by City equipment will be repaired by adding sufficient topsoil and grass seed during the following spring, if reported by June 1. Residents are requested to assist by watering the seeded areas that are repaired.

Similarly, the City will repair irrigation systems damaged by snow removal equipment. The City will repair damaged sprinkler heads during the same time frame as the turf/sod repair is made. The sprinkler head will be replaced with the same brand as the damaged head. We will do our best to aim and set the heads, but we will not be involved with additional "tweaking" after the replacement is complete. The only exception would be due to faulty replacement parts. Restoration of the turf area will be with topsoil and seeding.

Garbage and Recycling Containers: The City endeavors to maintain normal garbage and recycling collection during winter events. Waste hauler vehicles are equipped with arms that can reach up to 3 feet allowing carts to be placed behind the curb and affording plows enough room to get as close to the curb as possible. It is the responsibility of the resident to ensure that containers are located so as not to interfere with snow removal. The City will not be responsible for repair, replacement, or clean-up of debris relating to trash or recycling containers.

IX. DRIVEWAYS

Snowplow operators make every attempt to minimize the amount of snow deposited in driveways and across private roads. While this may be an inconvenience for residents, especially when a snowplow comes by multiple times during a large event, it is not the City's responsibility

to remove snow from driveways. Possible exceptions for emergency or special needs situations are at the discretion of the Street Division Manager.

X. MAIL DELIVERY

The snowplow operators attempt to remove snow as close to the curb line as practical to provide unfettered access to mailboxes for the Postal Service. However, this is not always possible and can cause unnecessary damage to mailboxes or plow equipment. Therefore, final snow clearing immediately adjacent to mailboxes is the responsibility of each resident.

XI. CUSTOMER CONCERNS

Customer concerns regarding snow and ice control shall be responded to during normal working hours. Concerns regarding access to property or issues requiring immediate attention shall be handled on a priority basis. Response time should not exceed 24 business hours for any customer inquiry. In responding to customer concerns, the City should ensure the provisions of this policy have been fulfilled and that all residents of the City have been treated uniformly.

XII. PARKING

To maintain the most efficient operation and to provide the highest quality service, it is imperative that parking be prohibited on City streets during snow removal operations. When the forecast indicates snow accumulation will reach two inches or more the City will issue a Snow Event Declaration. As soon as snow accumulations reach two inches a Snow Emergency is in effect and parking on City streets is prohibited until the street has been plowed to full width (City Code Section 8.15). Enforcement is provided by the Public Safety Department.

XIII. PLACING SNOW OR ICE IN A PUBLIC RIGHT-OF-WAY

City Code Section 6.03, Subd. 21, D 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 placed the snow on the roadway.

XIV. TRAFFIC REGULATIONS

The City recognizes that snowplow operators are exempt from traffic regulations set forth in Minnesota Statutes, Chapter 169 while engaged in work on streets, except for regulations related to driving while impaired and the safety of school children. Pursuant to this authority, snowplow operators engaged in snow removal or ice control on city streets have discretion to deviate from traffic laws set forth in Chapter 169, except for laws relating to impaired driving and school children safety, when in their judgment, it is safe to disregard such laws. These privileges granted to operators of snow removal and ice control vehicles will apply only if the vehicle is equipped with at least one lighted lamp displaying a flashing, oscillating, or rotating amber light placed in such a position on the vehicle as to be visible throughout an arc of 360 degrees.

EXHIBIT A
SNOW AND ICE CONTROL STREET PRIORITIES

PRIORITY "A"

Anderson Lakes Parkway	Golden Triangle	Scenic Heights Road
Braxton Drive	Hennepin Town Road	Shady Oak Road
Candlewood Parkway	Homeward Hills Road	Singletree Lane
Carlson Drive	Indian Chief Road	Staring Lake Parkway
Charlson Road	Martin Drive	Technology Drive
City West Parkway	Mitchell Road	Town Center Place
Columbine Road	Plaza Drive	Twin Lakes Crossing
Dell Road	Prairie Center Drive	Valley View Road
Duck Lake Trail	Preserve Blvd	Venture Lane
Duck Lake Road	Prospect Road	Viking Drive
Eden Prairie Road	Regional Center Drive	Wallace Road
Edenvale Blvd	Riley Lake Road	Washington Avenue
Flying Cloud Drive	Riverview Road	West 62 nd Street
Fountain Place	Roberts Drive	West 78 th Street
Franlo Road	Rowland Road	

PRIORITY "B"

Streets providing access to schools and commercial property.

PRIORITY "C"

Local residential streets.

PRIORITY "D"

Cul-de-sacs

EXHIBIT B
EMERGENCY NOTIFICATION OF MAINTENANCE PERSONNEL

Commencing with the Seasonal Emergency Disruption period, a Snowplow On-Call position is initiated within the snow and ice control team. Maintenance personnel assigned to be Snowplow On-Call will carry their own cell phone or pager during their designated on-call week. The Snowplow On-Call person will be responsible for treating localized hazardous conditions on City roadways during afterhours and weekends. The Streets Division Manager, or Police Department, will assess conditions to determine if a problem is localized and if a response is necessary. If they deem a response is necessary, they will contact the designated Snowplow On-Call person who shall respond and upon completion discuss the situation with the Police Department Shift Supervisor and/or the Streets Division Manager. A decision from the following choices shall then be made:

- A. Finish assignment and secure for the day or night.
- B. Drifting of snow warranting commencement of partial or full operation: Call Streets Division Manager or designated representative to advise.
- C. Icing of pavements warranting a partial or full operation: Call Streets Division Manager or designated representative to advise.
- D. Accumulating snowfall on roads with additional accumulation forecast: Call Streets Division Manager or designated representative for commencement of plowing operations.

For each option except A, the Street Division Manager or his designated representative will determine the start time and extent of the operations to be performed.

Maintenance personnel will always attempt to leave streets in good winter driving condition when they go out of service at the end of their shift. Exceptions to this will need to be made for instances where plow operators have maximized the number of safe continuous operating hours during an ongoing storm and need to temporarily cease operations for proper rest.

EXHIBIT C
STANDARD MAILBOX REPAIR OR REPLACEMENT

