RESOLUTION NO. 1-2015

A RESOLUTION OF THE CITY OF LEAVENWORTH, WASHINGTON, APPROVING THE SNOW REMOVAL POLICY

BE IT RESOLVED by the City Council of the City of Leavenworth, Washington as follows:

WHEREAS, the Snow Removal Policy document is intended to provide a policy where none exists; to clarify and combine existing practices, and to establish a basis for efficient and cost effective snow removal policy guidelines within reasonable financial constraints; and

WHEREAS, effective snow removal policies enable efficient use of limited resources in a manner that provides safer travel and emergency access for the community; and

WHEREAS, the full City Council reviewed the proposed policies during the February 10, 2015 study session and agreed to have staff bring forth the proposed policy for final approval.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF LEAVENWORTH, WASHINGTON, DOES HEREBY RESOLVE AS FOLLOWS:

The Snow Removal Policy attached hereto and incorporated herein is hereby approved by the City of Leavenworth

Passed by the City Council of the City of Leavenworth and approved by the Mayor this 10th day of February, 2015.

CITY OF LEAVENWORTH

By: _____

Cheryl K. Farivar, Mayor

Attest: _____

Chantell Steiner,
Finance Director/City Clerk

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City Council
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Tibor Lak
Michael Molohon
Elmer Larsen
Robert Francis
Larry Meyer
Carolyn Wilson – *Mayor Pro Tem*
John Bangsund
Joel Walinski – *City Administrator*

City of Leavenworth Public Works Department
Snow Removal Priority Guidelines
January 1, 2015

Stated Goal:
The City of Leavenworth's Public Works Department snow removal policy goal is to efficiently and costs effectively provide a safe and accessible transportation system during inclement weather and winter storm events.

General Considerations, Conditions, & Standards

- The snow removal performance standard is to complete the initial snow removal operations and have snow removed to a level for "safe" vehicle passage, curb to curb or edge of pavement to edge of pavement within 24 hours after the end of the snow event. The City snow removal standard is not to remove all ice and snow from the surface of the pavement or a "black asphalt" policy.
- Snow removal routes are based on a City established priority system.
- Emergencies and safety are the immediate priorities.
- Street snow removal to begin at an accumulation of 3 inches or more as determined by the Public Works Director or designee.
- Removal of the accumulation of "snow berm" or "snow wrinkle" created by the City snow plow operations at private driveway entrances is the responsibility of the individual homeowner or property owners.
- Sidewalks and Safe Route snow removal to begin at accumulations of 2 inches or more as determined by the PW Director or designee.
- Safe Route to School priority is reduced when school is not in session.
- City Municipal Code 12.20.010 requires homeowners and businesses to remove snow from the walks directly adjacent to their property within 24 hours.
- It shall be the policy of the City to consider cost, environmental impact of salt usage as well as safety of the motoring public when establishing application rates and location for application.
- City plow operators make every effort to avoid damage to areas adjoining the street. City residents and businesses should keep landscaping, garbage containers, recycling containers, etc. from obstructing right-of way.
- If a City plow or truck damages a mailbox either through direct contact or due to the force of the snow rolling off the plow, the mailbox will be repaired or replaced in accordance with established guidelines with a standard-type mailbox. The City cannot replace decorative mailboxes. A standard design will be used for all mailbox replacements. A property owner who installs decorative materials on the parkway does so at his or her own risk.

Priority 1 – Emergency & Street Collector Routes

- Priority 1 snow removal tasks are assigned during a major snow event to ensure major transportation routes are passable to allow emergency vehicle access within 2 blocks of residences and businesses.
- Routes included:
  Ski Hill Drive
  Pine St.
  Whitman St.
  Mine St.
  Evans St.
  Birch St.
  Commercial St.
  14th St.
  9th St

Sanding and De-icing Applications

- Applications to be made at the discretion and direction of the PW Director or designee.
- Intersections
- Inclines

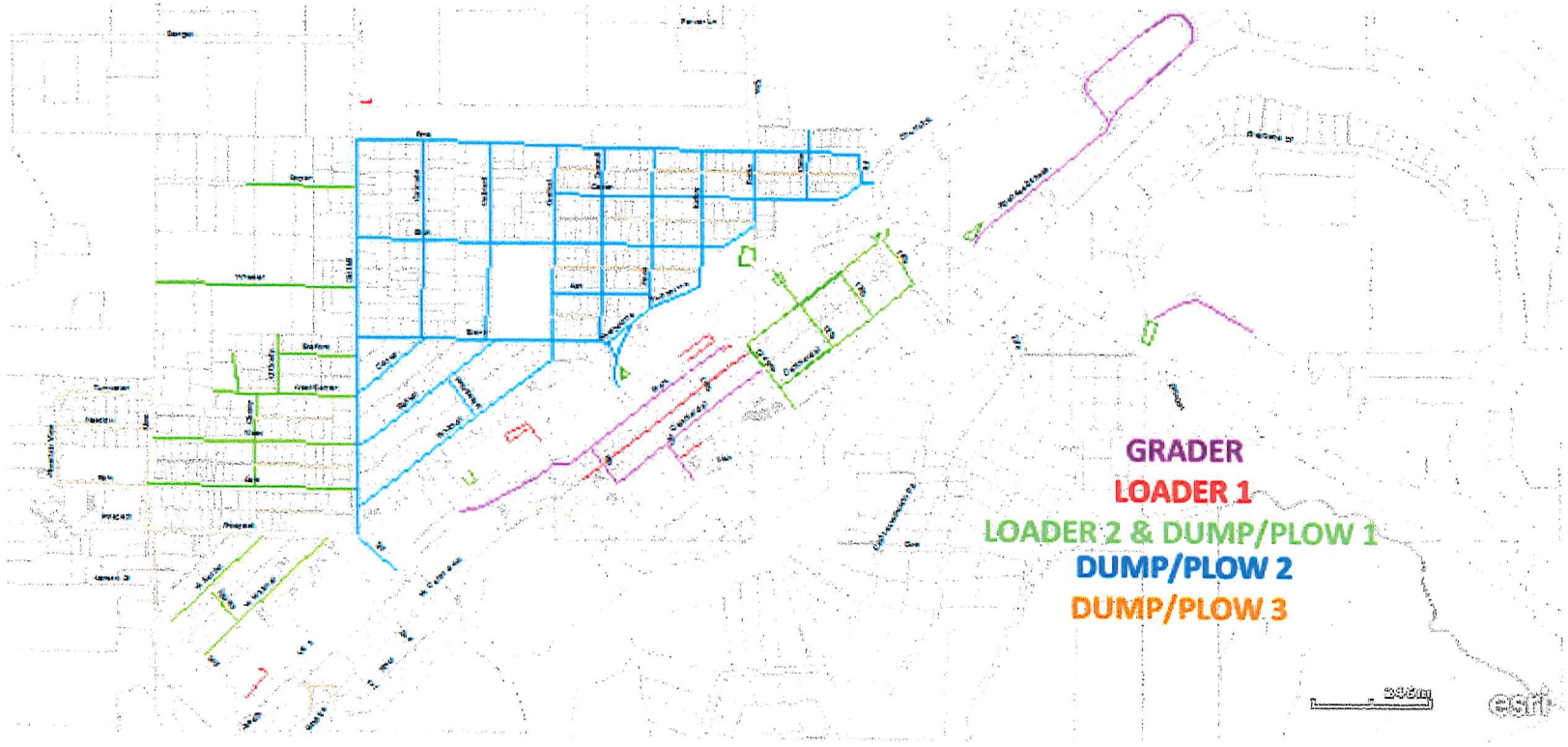
Priority 2 - All City Streets / Safe Route to School Walks / SR-2 Walks / Other

- City Streets
  Residential / Downtown (non-preferential) (see attached snow removal map)
  Snow removal to curb where possible
- Safe Route to School Walks (when in session) to include:
  Chumstick Hwy. (SR2 to High School)
  Burke Ave. (Pine to Birch)
  Birch St. (Burke to Central)
  Evans St. (SR2 to Orchard)
  Benton St. (Evans to Ski Hill)
  West St. (Ski Hill to Mine St.)
- SR-2 Walks & Crosswalks to include:
  South Side - Icicle Rd. to Bus Stop east of bridge
  North Side – Icicle Rd. to Safeway
- Others to include:
  City Hall Walks
  Front Street Park Walks & Stairs
  Gazebo Stairs
  Festhalle Walks
  Train Station (parking lot and walks)

Priority 3 – City Owned and Operated Parking Lots

- City hall
- P-1 Warehouse Parking
- P-2 Lower Warehouse
- P-3 Festhalle Rear
- P-4 Firehouse
- Pool Lot
- Triangle

Priority 4 – As Needed and as Time Allows

- SR-2 Snow Wrinkle (accumulation of plowed snow along curb lines and road edges) Removal of wrinkle @ height of 2+ feet or as determined by PW Director or designee. Removal to be done between 1:00 AM and 5:00 AM
- Wrinkle and General Clean-up of Residential & Business Streets (Done on a "worst case" non- preferential basis)
- Fire Hydrant Snow Clearing & Exposure coordinated with Chelan County Fire District #3
- DOT Lot

CITY OF LEAVENWORTH SNOW PLOW ROUTES