**Town of Germantown Snowplowing Policy and Procedures**

**Mission Statement:**

The ability to react promptly and decisively to varying winter weather conditions with regards to snow removal and ice control on Town roads is recognized to be an important and necessary function of government, for the safety and well-being of its residents and visitors. It is therefore deemed to be prudent that standard policies and procedures be endorsed as to the desirable level of snow removal and ice control service to be provided in the Town of Germantown.

**Policy Statement:**

Due to the environmental and economic concerns, it is not the Town’s policy to provide “bare pavement” driving conditions at all times and at all locations during the winter season. Town wide application of salt will not generally be done except in the case of an ice storm or similar extreme condition. Salt application will be minimal, as determined by the Director of Public Works or designee. Although hazardous areas such as hills, curves, controlled intersections, and major road will be given priority attention to minimize slippery road conditions, it is the responsibility of motor vehicle operators to use care and common sense while driving on Town roads when snow and ice conditions exist.

**Factor for Consideration:**

Since each storm even it different the Director of Public Works or designee will consider the following variables when deciding when and how much to plow:

Road temperatures

Wind conditions

Volume of snow already on the ground

Additional snow/ice forecasted

Volume of traffic and safety of the traveling public

Day of week and time of day

Consistency of the snow that is falling

**Priority List of Roads:**

The Town of Germantown is responsible for over 160 lane miles of snow removal, including arterials, secondary streets, parking lots and cul-de-sacs. The town has classified roads based on function, traffic volume, and importance to the welfare of the community. Routes will be plowed in the most cost effective and timely manner. Those roads classified as Priority #1 will be plowed first. These are high volume routs that connect major sections of the Town and provide access for emergency fire, police, and medical services.

Priority #1 Roads

15th north and south 32nd

16th 37th

17th north of the river and in town center 38th

19th north and south 40th

20th 41st

22nd 43rd

30TH

Priority #2 Roads

All town roads NOT in subdivisions

Priority #3 Roads

Roads within subdivisions

**Schedule:**

In most cases the following order will be used when plowing subdivisions. This could change depending on the time of day or weather conditions.

Truck 1 Truck 2

The Timbers at Shipwreck Bay Castle Rock Estates

Sandstone Whistling Wings

High Ridge May’s Point

Glacier Point Lucy Lane

Ridgewater Drive Park Place

Evergreen Estates

3 Rivers

Whitetail Ridge Estates

Waterstone

Truck 3 Loader

Half Moon Bay Island Lake

O’Dell’s Bay Stone Gate Lake

Bayview Estates Copper Point

Sandy Shores Castaway

Castle Rock Gardens Clearwater

41st Dead End Buckhorn Acres

38th Dead End

Due to the difficult nature of plowing cul-de-sacs the main roads of subdivisions may be plowed at an earlier time than the cul-de-sacs.

**Materials Used:**

The Town uses straight salt and a salt/sand mixture. The use of straight salt vs salt/sand mixture is determined by location and weather conditions.

**Procedure:**

Directions and decisions on when to plow, how much to plow, and how many employees are to be utilized is the responsibility of the Director of Public Works or designee. In most cases, a crew will consist of two Town of Germantown employees.

The following are typical procedures the Department of Public Works will follow in storm events:

Snowfalls of Less Than 1”

Plowing/salting/sanding is done on an as-need basis.

Snowfalls Greater Than 1”

Generally, one (1) or more inches of snow will be plowed. A full-scale plowing operation will involve a minimum of two (2) Town of Germantown employees to complete priorities one and two. If a snowstorm begins in the late afternoon or early evening, the main streets will be kept open and Town-wide plowing operations will be started at the discretion of the Director of Public Works or designee.

**Driveways:**

It is impossible to prevent snow from being pushed into driveways when the roads are plowed. To minimize this inconvenience to homeowners after a snowfall, it is intended that Town crews complete plowing a given area within a reasonable time, rather than make periodic passes with the plow and each time deposit additional snow in driveways, unless this procedure is required to keep the roads open.

**Mailboxes:**

In order to avoid damage to roadside mailboxes, snowplow trucks must keep a safe distance away. It is expected that property owners will have to do some snow removal to provide easy access to the mailbox by letter carriers. Mailboxes accidentally damaged by being struck with the plow will be repaired or replaced by the Department of Public Works with a standardized mailbox set forth by the Town. Mailboxes damaged by snow being thrown by the plows is the responsibility of the mailbox owner.

**Driveway or Parking Lot Plowing:**

State Statute 346.94 (5) states: “No person shall place or cause to be placed upon a highway any foreign substance which is or may be injurious to any vehicle or part thereof.” This includes plowing from your driveway or parking lot across roads causing mounds or ridges of snow. Violators will be reported to the Sheriff’s Department for enforcement of the statute which could result in a $50 fine.

**Right of Way:**

The Town is not responsible for damage caused to yards that are maintained within the road right of way. Road right of way is 33’ on either side of the center line of the road.

**Fast Facts:**

The Town of Germantown has a total of:

* 160 lane miles of roadway to plow\*
* 60 Cul-de-sacs and 10 dead ends
* 2 parking lot areas (At the Town Hall and Public Works Buildings)
* During an average snowfall of approximately 3”-5” a crew of 4 operators finish all roads in 7-9 hours

**PLEASE REMEMBER: The Public Works Department has 2 permanent employees. Others are hired to plow snow and are not guaranteed to always be available. This policy is presented as a best-case scenario and can be subject to change based on personnel availability.**

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