


*City of Alexandria, Virginia*  

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## MEMORANDUM

DATE: DECEMBER 7, 2007

TO: THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

FROM: JAMES K. HARTMANN, CITY MANAGER 

SUBJECT: CONSIDERATION OF STAFF REPORT ON THE CITY'S SNOW REMOVAL POLICIES

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**ISSUE:** Improving the efficiency and effectiveness of snow removal policies and practices.

**RECOMMENDATIONS:** That City Council receive this report.

**DISCUSSION:** In the spring of 2007, the City Manager requested each City department involved in snow removal to assess the City's existing procedures related to snow emergencies. The purpose of this assessment was to coordinate and unify snow removal responsibilities, identify opportunities for improvement and report back to the City Manager with recommendations to be implemented in the winter of 2007-08.

Currently, three different departments have snow removal responsibilities for the City of Alexandria: the Department of General Services (DGS), Department of Recreation, Parks & Cultural Activities (RPCA) and the Department of Transportation & Environmental Services (T&ES). The Office of Citizens Assistance (OCA) is also a common point-of-contact for citizens during snow emergencies. These departments, with the assistance and support of the Department of Planning & Zoning Geographic Information Systems (GIS) Division, the Department of Human Services and the Alexandria Volunteer Bureau, completed the following tasks:

1. Audited all personnel, equipment and procedures related to snow removal. This was the first comprehensive audit of the City's snow removal capacity and included a review of each department's budget for snow removal.
2. Compared the existing City of Alexandria ordinance and procedures with other selected cities and counties to ascertain best practices and implement new citizen assistance practices.

3. Created a new series of GIS maps that visually represent each department's snow removal responsibilities and identified visible gaps in the system.
4. Updated written procedures and guidelines to include pre-season checklists; event response objectives and post-event evaluation goals.
5. Improved procedures for resident assistance during snow emergencies and implementing a volunteer "match" program.

The primary staff plan action items are outlined below. Many of the items have already been implemented, particularly those that enable the separate departments to coordinate and unify the City's response to snow emergencies. The action items are:

**1. Improve snow emergency planning by unifying the City response.**

- a. All departments involved in snow removal should conduct joint Citywide planning meetings each fall so that snow emergencies are dealt with in a comprehensive, coordinated and unified manner.
- b. All departments with staff designated as snow removal first responders (T&ES, GS and RPCA) should have the option of going to 12-hour shifts in the event of a snow emergency. T&ES/Maintenance should coordinate the Citywide response with staff from all departments involved.
- c. Communication with Alexandria City Public Schools and the Alexandria Fire Department (Emergency Management Office) should be improved to include coordination during planning meetings, snow emergency events and post-event follow-up.
- d. Coordination with the Office of Citizen Assistance and the Alexandria Volunteer Bureau (AVB) should be improved. Citizen Assistance is often the first point of contact during a snow emergency and new criteria (included in the report) should help determine legitimate requests for assistance.

**2. Improve snow emergency event response.**

- a. T&ES should be the overall incident commander for all snow emergencies.
- b. RPCA and GS should designate one departmental point-of-contact to communicate with the designated T&ES incident commander.
- c. To encourage and improve coordination across City departments, each department involved in snow removal should have designees at daily snow removal muster meetings during snow emergencies.

- d. In heavy pedestrian and transit areas from the foot of King Street to the Metrorail station and on Mount Vernon Avenue from East Glendale to Four Mile Road – T&ES should clear storm water inlets and accessible curb ramps at crosswalks. This is the third priority after arterials and connector streets.
- e. The Office of Citizen Assistance and Alexandria Volunteer Bureau will implement programs designed to assist citizens truly in need during snow emergencies and a new “Snow Buddies” program will be established to provide additional volunteer support.

**3. Improve coordination and communication with residents.**

- a. No changes should be made to the City of Alexandria Snow Removal Ordinance. However, the City should be proactive and inform residents and merchants of the ordinance requiring snow removal from sidewalks using the City web site, public access TV, flyers and Citywide mailings such as FYI and eNews.
- b. The snow related web page now has a new URL: [www.alexandriava.gov/snow](http://www.alexandriava.gov/snow) and is easily accessible from the City’s home page during winter months.
- c. In 2007-08, T&ES staff (Construction & Inspection) will be more aggressive in citing homeowners and business owners for failure to comply with the City ordinance on sidewalk snow removal.

**FISCAL IMPACT:** No direct fiscal impacts related to reorganization of responsibilities or improvements are expected in FY 2008. Each department’s fiscal responsibilities are outlined in the report.

**ATTACHMENTS:**

- Attachment 1. Map of all City Departments’ Snow Removal Responsibilities
- Attachment 2. 2007-08 Snow Emergency Planning – City of Alexandria
- Attachment 3. City Code

**STAFF:**

Richard J. Baier, Director, Transportation & Environmental Services  
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## 2007-08 Snow Emergency Planning City of Alexandria

Snow and ice storms produce an average accumulation of 15 inches annually in Alexandria, generally spread over several snow events in a typical winter. Nearly every winter, the residents of Alexandria contend with the transportation difficulties during periods of snowfall and ice. Clearing City streets and sidewalks is a difficult process that takes time, hard work and good communication between City departments and residents.

Currently, three departments have snow removal responsibilities for the City of Alexandria, the Department of General Services (DGS), Department of Recreation, Parks & Cultural Activities (RPCA) and the Department of Transportation & Environmental Services (T&ES). The fundamental goal of this review is to improve the City's policies and procedures when dealing with snow emergencies. By setting clear expectations for policymakers and the public, the City will be in a better position to adequately respond to snow emergencies.

Every snow event is unique and some events can be complicated for responding agencies and organizations. The strategy used to clear streets, sidewalks and City-maintained facilities depends on several interrelated factors:

- Time the snow event begins
- Duration of the snowfall
- Type of precipitation – light/dry snow, wet/heavy snow, ice, combination
- Temperature before and after the snowfall
- Winds (high winds may lead to drifting)
- Accumulation
- Available equipment (breakdowns)
- Available staff

However, the goal of the City's snow removal efforts is simple: To maintain safe and efficient travel by pedestrians and vehicles across the City of Alexandria. This document lays the groundwork for a snow removal process that is transparent, simple and communicated clearly to Alexandria residents each winter.

### **Snow Facts**

Alexandria averages 15 inches of snow and ice storms each year which result in three to five plowable snowfalls per year. Clearing all of Alexandria means clearing snow from:

- 521 miles of roadway and 134 miles of primary and secondary Snow Emergency Routes
- 20 miles of sidewalks, walkways, and pathways that abut city-owned property
- 44 acres of municipal (including Schools) parking lots and public squares (typically, alleys and non-municipal parking lots are not part of the City's snow removal operations)

The City depends on residents and business owners to clear sidewalks and walkways. Keeping walkways passable helps pedestrians to safely reach their jobs, schools, and other destinations; reduces potential injuries; and enables postal carriers and emergency personnel to reach homes

and businesses quickly and efficiently. It is also the law. The City Code requires residents and business owners to clear snow from all paved sidewalks abutting their property within 24 hours of the end of the snowfall. Failure to do so may result in the City performing the work and charging the cost to the property owner, or fining the property owner \$50.

## **Current City Department Snow Removal Responsibilities, Budget, Staff & Equipment**

Currently, three different departments have snow removal responsibilities for the City of Alexandria. A map of all the streets, sidewalks, parking lots and areas within city limits that are cleared of snow by City Departments is included as Attachment 1.

The **Department of General Services** (DGS) is responsible for snow removal at facilities owned and/or maintained by the City of Alexandria. These facilities include City Hall, The Lyceum, Friendship Fire House, libraries and Vola Lawson Animal Shelter.

The City of Alexandria FY 2008 Operating Budget includes \$50,164 for Snow and Ice Removal in the DGS approved budget. The DGS FY 2006 actual budget was \$58,429, and its FY 2007 amended budget was \$63,043 for snow removal. For purposes of this report, DGS staff estimates that it spent approximately \$15,000 on the few snow events of 2006-07.

In FY 2006 and FY 2007, DGS had 1.4 FTEs assigned to snow and ice removal. This number has been reduced to 0.4 in the FY 2008 approved budget. In snow emergencies, the entire DGS Facilities Maintenance and Management Staff of 20 are on call. DGS reported in the FY 2008 Operating Budget that it clears 10,000 linear feet of sidewalks and surface area and maintains all 100% of the facilities assigned to it during snow emergencies. DGS maintains an agreement with Colossal Contractors to clear sidewalks at municipal buildings and Colossal provides DGS with three crews of up to 18 workers.

For equipment, DGS maintains two John Deere plows for snow removal purposes.

The **Department of Recreation, Parks & Cultural Activities** (RPCA) is responsible for snow removal at schools and recreation centers, on sidewalks around parks and park trails and pathways.

The City of Alexandria FY 2008 Operating Budget does not include a line item for snow removal costs for RPCA. However, staff reports approximate annual expenditures of \$40,000 for snow and storm events from Park Operations and Facility Maintenance. Staff estimates that RPCA spent an additional \$24,000 above its usual annual costs on the snow event of February 14, 2007. Additionally, RPCA provides an additional estimate of budget expenditures based on the size of a snow event:

1" to 3"	\$18,000-\$20,000
4" to 8"	\$21,000-\$26,000
9" to 12"	\$27,000-\$40,000

The RPCA Park Operations and Facilities Maintenance staff includes approximately 30 FTEs who assist with snow removal. RPCA does not maintain agreements with outside contractors to perform snow removal duties.

Additionally, RPCA maintains the follow snow removal equipment: 7 snow blades, 7 trucks 5 with crew cab dump, 14 hand blowers, 2 "V" blades, 2 regular blades, 1 skid loader with attachment, 1 Toro with attachment blower, 30 snow shovels, 7 spreaders, 7 salt boxes, 2 front-end loaders, one motor grader and one 10 wheeler dump truck.

The **Department of Transportation & Environmental Services** (T&ES) is responsible for snow and ice removal on most public streets and bridges. Typically, alleys and parking lots are not part of the T&ES snow removal operations. Streets not cleared by the City include private streets in some apartment and condominium complexes, shopping areas, and certain private neighborhood streets. The Virginia Department of Transportation (VDOT) and the National Park Service are responsible for certain streets.

The City's FY 2008 Operating Budget includes \$690,804 for snow plowing and de-icing. The T&ES FY 2006 actual budget was \$436,325, and its FY 2007 amended budget was \$546,262.

In FY 2006 and FY 2007, T&ES had 1.5 FTEs assigned to snow and ice removal. This number has been increased to 1.6 in the FY 2008 approved budget. There are 58 maintenance staff employees available for snow removal duties. Snow removal crews are on emergency call-back status after normal working hours and on weekends and holidays during this time. Operations begin before the first snow falls.

T&ES reported in the FY 2008 Operating Budget that it clears 5,925 line miles of roadways during 2007 for a cost per lane of \$117. T&ES also reports that 90% of streets are plowed on schedule. T&ES also contracts (currently with Flippo Construction) to clear certain streets and parking lots.

The T&ES Snow Removal Fleet consists of over 35 pieces of equipment. Over 25 additional pieces of equipment are dedicated to City use by private contractors. The equipment includes:

Trucks: equipped with plows/spreaders:

- 13 Crew Cabs
- 4 SUV's (plows only)
- 6 Ten Wheelers
- 5 Six Wheelers

Other equipment available:

- 4 Backhoes
- 2 Rubber Tire Loaders
- 1 Tanker

## **City Procedures: Pre-Event, Snow Emergency & Post-Event**

### **Pre-Event**

All departments involved in snow removal perform the following actions no later than October 30 each year:

- Sand and salt are ordered for the coming year. Staff ensures that tanks full of salt brine, liquid calcium and salt are available at the Maintenance Shed.
- A current list of available equipment and prices is obtained from local contractors.
- A snow and ice removal contract is procured or continued from the previous year.
- City and contract snow operations equipment is inspected for readiness.
- Road clearing priorities are reviewed.
- A personnel work schedule for heavy storm emergencies is prepared for two 12-hour shifts to provide 24-hour snow/ice removal operations.
- A “dry run operation” is conducted to ensure that operators and supervisors understand their duties and that the snow emergency equipment is ready for operation.
- Storms are tracked 24 hours during the fall and winter months.

### **Snow Emergency Operations**

- Storms are tracked through the National Weather Service and fleets are prepared with plows and spreaders. Staff relays assignments to shift crews and operations management. Crews are divided into two shifts, A and B, which run for 12 hours each and depending on how much snow is predicted, we may have the contractor provide us with some trucks.
- T&ES pre-wets the bridges with salt brine before all storms to prevent snow from bonding and provide a head start on plowing.
- All departments with snow removal responsibilities respond prior to snow emergencies and clear snow from the first priority areas (“primary”) followed by second and third priority areas (“secondary”).
- In order to keep track of the trucks and how things are proceeding, T&ES, RPCA and GS divides the City divided into zones or focus areas with supervisors for each.
- Drivers and designated snow removal teams call their locations to dispatchers or a designated departmental incident commander; incident commanders coordinate with the T&ES overall incident commander (or designated staff) to verify when road have been plowed, sidewalks or parking lots cleared; area supervisor checks to confirm.

### **Post-Event Operations**

- Management and departmental incident commanders meet to review all aspects of snow event
- All plows, spreaders and vehicles are washed and snow equipment is removed from vehicles
- All spreaders and plows are inspected. If any repairs are needed, necessary repairs are taken.
- Any spreaders and plows not needing repairs are lubricated, greased and stored.
- All materials (salt, salt brine and calcium chloride) are restocked to capacity.



- Crews inventory City streets checking for broken catch basins, inlets and manhole covers.

## **Snow Removal Responsibilities on Private Property & Sidewalks Adjacent to Private Property**

The City of Alexandria snow emergency plans and snow removal policies are covered in two different sections in the City Code which is included in full as Attachment I. Snow and bad weather regulations are detailed in §5-8-131 et seq. Removal of snow, sleet and ice from city sidewalks are detailed in §5-2-21. The City Code is similar to all the neighboring jurisdictions and other cities with heavier winter snowfall amounts. (Please see Attachment J for a comparison of snow removal policies in selected cities.)

According to the City Code, private driveways and entrances are the responsibility of the residential owner, occupant, community association, or business for snow removal. The Code also explains that sidewalks are the responsibility of owners or occupants of homes or businesses in adjacent private buildings. Snow and ice are to be cleared from the paved sidewalk in front of, or abutting, property within 24 hours of the end of the snowfall. Sidewalks fronted by City-owned property, such as bike paths and park areas, are cleared by RP&CA and according to the priority schedule outlined in Attachment 3.

Residents and business owners should be prepared for winter weather by maintaining an adequate supply of shovels, salt or sand for their sidewalks and driveways. Residents and business owners that leave the City during winter should have plans in place to ensure that sidewalks will be cleared during their absence to prevent the City from levying fines and/or snow removal charges. The City is using its eNews service, FYI newsletter, Channel 70 and web site ([www.alexandriava.gov/snow](http://www.alexandriava.gov/snow)) to communicate with residents about snow removal. In addition, the City has prepared and delivered letters to business owners and associations on King Street and Mount Vernon Avenue to inform them of the changes to the snow removal policies at accessible curb ramps and storm water inlets on these streets.

City Code, Section 5-2-21, states that driveways and entrances are the responsibility of the residential owner, occupant, community association, or business for snow removal.

The Code also explains that sidewalks are the responsibility of owners or occupants of homes or businesses in adjacent private buildings. Snow and ice are to be cleared from the paved sidewalk in front of, or abutting, property within 24 hours of the end of the snowfall. The City also encourages citizens to:

- Clear ice, snow and leaves from fire hydrants/storm drains near your property.
- Refrain from shoveling snow from private property onto the sidewalk and/or street.
- Park cars off the street wherever possible.
- Immediately report potholes to the City at (703) 838-4488 or online at [http://alexandriava.gov/tes/problem\\_reporting/input/](http://alexandriava.gov/tes/problem_reporting/input/).
- Check on neighbors needing special assistance.

## **Resident Assistance During Snow Emergencies**

T&ES maintains a snow emergency hotline (703-838-4488) before, during and after potential snow emergency events. Once a snow emergency is declared by the City, residents should pay special attention to news broadcasts and/or eNews for announcements are made that a snow emergency plan is in effect.

The City of Alexandria recognizes that it has homeowners with low incomes who cannot clear snow from their property because they are elderly or disabled. The Office of Citizen Assistance (703-838-4800 or TTY 703-838-5056) is available during snow events to provide residents with guidance so that snow may be cleared from their property. The City has contacted merchant organizations, individual merchants and citizens to inform them of new policies related to snow removal.

Residents who contact the Office of Citizen Assistance will be assisted by City representatives and may be asked the following questions:

1. Are you willing to provide the City with evidence that you have a valid Temporary, Permanent or Institutional parking placard or license plate issued by the Virginia Department of Motor Vehicles for Virginians with disabilities?
2. Are you willing to provide the City with certification of eligibility in the City of Alexandria DOT Paratransit program?
3. Are you willing to describe to Citizen Assistance staff the nature of your disability or temporary physical condition that limits or impairs the ability to walk?
4. May the City provide you with a list of private contractors and/or volunteer organizations that provide snow removal services?

As a last resort, the City of Alexandria may, as a last resort, clear snow from sidewalks adjacent to private property free of charge only for residents who can demonstrate medical and/or financial hardship. In addition to the questions outlined above, the following eligibility requirements apply:

- Resident must own or occupy the home.
- Others in the home must be unable to shovel.
- Only the public sidewalk is cleared, not driveways or walkways.
- Shoveling will be done only after the City plows the street.

City of Alexandria crews are specifically prohibited from clearing snow on private property. In the event that a resident is eligible, City crews are instructed to work only within the public right-of-way (this area generally covers only sidewalks and accessible curb ramps). Driveways, stoops, porches, steps and other walkways on private property will not be cleared by City crews.

*“Snow Buddies” Volunteer Program*

In addition, the City and Alexandria Volunteer Bureau (AVB) are cooperating on a program to provide snow removal assistance for residents with low incomes who are elderly or disabled.

The “Snow Buddies” program serves two functions. First, in advance of a storm, the City and AVB can match eligible residents with volunteers and/or high school students who may shovel snow. Second, during snow emergencies, the Office of Citizen Assistance is available to provide guidance to residents in need of snow removal. Residents are strongly encouraged to apply for this program in advance to ensure that their sidewalks are cleared in a timely fashion to avoid fines and/or snow removal charges. The City cannot guarantee that volunteers and/or assistance will be available during a snow emergency.

**City of Alexandria Snow Removal Ordinances****TITLE 5 – Transportation and Environmental Services****CHAPTER 2 – Streets and Sidewalks****ARTICLE A – General Provisions****Sec. 5-2-21 Removal of snow, sleet and ice.**

(a) Whenever snow shall fall and lie on the sidewalks of the city, it shall be the duty of each owner or occupant to clean same from the public sidewalk abutting the place owned or occupied by him within 24 hours after the snow shall have ceased to fall. It shall be unlawful for any person to move into any city street any snow that has fallen on such person's property. The same requirements shall exist with respect to ice or sleet on sidewalks or footways; except, when it cannot be removed without injury to the sidewalk or footway, it shall be covered within 24 hours with sand, ashes or some other substance which will render it safe for travel. Whenever any building or lot is owned by the Alexandria Redevelopment and Housing Authority, contains four or more rental units, or is unoccupied, it shall be the duty of the owner, or the agent of the owner thereof, to have the snow or ice removed from the sidewalk or footway, as above required of occupants. It shall be unlawful for any person to fail, refuse or neglect to comply with the provisions of this subsection.

(b) The director of the department of transportation and environmental services, or the director's duly authorized agent, may give notice in writing to the owner or occupant of land in the city abutting a sidewalk where there is snow, sleet or ice, that such snow, sleet or ice must be removed or covered as prescribed above within 24 hours from the receipt of the notice or the city will (1) remove or cover the snow, sleet or ice, bill the owner or occupant for the costs and collect the costs like taxes in the event of nonpayment by the owner, and/or (2) issue a civil penalty citation to the owner or occupant pursuant to subsection (e) of this section. Mailing to the last known post office address shall constitute sufficient service upon owners who cannot be found after a reasonably diligent search.

(c) Whenever the owner refuses, neglects or fails to remove or cover the snow, sleet or ice after being notified in the manner prescribed above, the department of transportation and environmental services may choose to act. The expense thereof shall be forthwith computed, and a bill for such expense shall be prepared by the department of finance and mailed to the owner at his last known post office address within a reasonable time after the work is done.

(d) In the event the city does not receive payment of the bill within 30 days after mailing, the director of finance shall see that the expense is charged to the owner and collected in the same manner as city taxes. Every charge with which the owner of any such property shall have been assessed and which remains unpaid shall constitute a lien against such property.

(e) A person shall be assessed a civil penalty of \$50 for violating any provision of this section; provided, however, that no such penalty shall be assessed until the written notice required by subsection (b), and an additional period of 24 hours to comply after such notice, shall have been given. The provisions of Section 1-1-11 of this code shall apply to the enforcement of such penalty. (Code 1963, Sec. 33-22; Ord. No. 2752, 12/14/82, Sec. 1; Ord. No. 2768, 1/26/82, Sec. 1; Ord. No. 2877, 11/12/83, Sec. 1; Ord. No. 4368, 12/18/04, Sec. 1)

Cross Reference: Snow and bad weather regulations, § 5-8-131 et seq.

## **TITLE 5**

### **CHAPTER 8 – Parking & Traffic Regulation**

#### **ARTICLE H – Snow and Bad Weather Regulations**

Sec. 5-8-131 Emergency plans generally.

The city manager shall prepare snow and weather emergency plans for use within the city and inform the public of the details of the plans. The plans may include but shall not be limited to provisions for warning motorists and pedestrians, prohibiting parking on designated streets, requiring chains or snow tires on vehicles operating on designated streets, removing and storing vehicles that are stalled, stuck, parked or abandoned on designated streets, early dismissal of city employees or excusing city employees from reporting to duty, posting guidance and warning signs and markings on designated streets, sanding and chemical treatment of streets, and removal of snow, sleet, hail and ice. The plans, where practicable, shall be similar to and shall be invoked simultaneously with snow and weather emergency plans for the District of Columbia and neighboring jurisdictions. (Code 1963, Sec. 22-227)

Sec. 5-8-132 Snow emergency routes.

The following city streets or portions thereof are designated as snow emergency routes and shall be posted as such:

- (1) Prince Street from Fairfax Street to Daingerfield Road.
- (2) King Street from Union Street to the western city limit.
- (3) Cameron Street from Firehouse No. 5 to Commonwealth Avenue.
- (4) Washington Street from city limit to city limit.
- (5) Duke Street from Washington Street to the western city limit.
- (6) Mount Vernon Avenue from Braddock Road to the northern city limit.
- (7) Fern Street from Quaker Lane to Kenwood Avenue.
- (8) U.S. Route No. 1 from city limit to city limit.
- (9) Powhatan Street from Washington Street to Slater's Lane.
- (10) Monroe Avenue from Powhatan Street to Russell Road.
- (11) Russell Road from King Street to Mount Vernon Avenue.
- (12) Braddock Road from West Street to Beauregard Street.
- (13) Daingerfield from Duke Street to King Street.
- (14) Montgomery Street from Fairfax Street to Henry Street.
- (15) Janney's Lane from King Street to Quaker Lane.

- (16) Seminary Road from Quaker Lane to the western city limit.
- (17) Howard Street from Braddock Road to Jordan Street.
- (18) Jordan Street from Duke Street to Howard Street.
- (19) Beauregard Street from city limit to city limit.
- (20) Van Dorn Street from the southern city limit to Menokin Drive.
- (21) Menokin Drive from Van Dorn to King Street.
- (22) Quaker Lane from King Street to Duke Street.
- (23) North Paxton Street from Duke Street to Holmes Run.
- (24) Edsall Road from the western city limit to Van Dorn Street.
- (25) Franklin Street from Patrick Street to Washington Street.
- (26) Callahan Drive from King Street to Duke Street.
- (27) South Pickett Street from South Van Dorn Street to Duke Street.
- (28) Telegraph Road. (Code 1963, Sec. 22-228, as amended by Ord. No. 2446, 3/15/80, Sec. 2)

Sec. 5-8-133 Snow emergency plan No. 4, parking.

(a) Whenever there is a firm forecast of snow, sleet, hail or freezing rain from the United States Weather Bureau or whenever snow, sleet, hail or ice or a combination thereof reaches an accumulation of at least two (2) inches on one (1) or more of the streets in the city designated as snow emergency routes, the city manager or his duly authorized representative may declare and invoke a snow parking emergency to be known as "snow emergency plan No. 4." The city manager or his representative shall make announcement thereof through the press if possible, but in any event through not less than two (2) radio or television stations with a normal operating range covering the city.

(b) Snow emergency plan No. 4 shall become effective at the following times if the above-mentioned announcement is made:

ANNOUNCEMENT MADE  
Between 7:00 a.m. and 12:00 Midnight  
Between Midnight and 7:00 a.m.  
EFFECTIVE DATE  
Two hours after announcement  
9:00 a.m.

Any street or portion thereof designated a snow emergency route shall be marked by special red and white signs not less than 18 inches wide reading "SNOW EMERGENCY ROUTE; TOWING ENFORCED." There shall be at least one (1) sign posted in every other block in each direction. No person shall, while snow emergency plan No. 4 is in effect, park or permit any vehicle to remain parked on any street or portion thereof. The parking prohibition shall remain in effect until snow emergency plan No. 4 has been terminated by the city manager or his authorized representative. (Code 1963, Sec. 22-229, as amended by Ord. No. 2446, 3/15/80, Sec. 2)

Sec. 5-8-134 Snow emergency plan No. 1, impeding traffic.

Whenever the city manager or his duly authorized representative is of the opinion that snow, sleet, hail or freezing rain is causing slippery or hazardous conditions which may lead to serious traffic congestion on the streets in the city, the city manager or his

representative may declare and invoke a snow traffic emergency to be known as "snow emergency plan No. 1," and, until he has declared the emergency terminated, it shall be unlawful for any person to obstruct or impede traffic on any street designated and posted as a snow emergency route by reason of his failure to have the vehicle operated by him equipped with snow tires or chains. The city manager or his representative shall make announcement of snow emergency plan No. 1 through the press, if possible, but in any event through not less than two (2) radio or television stations with a normal operating range covering the city. Snow emergency plan No. 1 shall become effective upon announcement. (Code 1963, Sec. 22-230)

Sec. 5-8-135 Removal and storage of stalled, stuck, parked or abandoned vehicles and charges for removal and storage.

(a) Whenever any vehicle shall be found stalled, stuck, parked or abandoned on any city street designated and posted as a snow emergency route in such a manner as to obstruct or impede traffic or hinder snow removal or sanding operations when either snow emergency plan No. 4 or snow emergency plan No. 1 or both are in effect, the vehicle may be removed to a nearby place or removed to a yard designated by the city manager or his authorized representative and stored.

(b) These vehicles may be removed only by persons authorized by the city manager or his representative. It shall be the duty of the person removing or directing the removal of any vehicle to immediately make a report thereof to the director of transportation and environmental services and the chief of police, giving the type of vehicle, the license tag numbers on the vehicle, the place of removal, the time of removal, the cause of removal, the place to which the vehicle was moved and such other information as the person making the report may have concerning the vehicle or its owner.

(c) The owner of any vehicle removed and stored in a city yard pursuant to this section or other duly authorized person shall be permitted to obtain the vehicle by paying the removal cost plus a storage charge at the rate of five dollars (\$5.00) per day. The payment of removal and storage charges shall not operate to relieve any person from liability for a fine or penalty.

(d) It shall be the duty of the police chief to attempt to notify the owner of any such vehicle as soon as reasonably possible of the removal and the location of the vehicle. (Code 1963, Sec. 22-231, as amended by Ord. No. 2472, 5/21/180) Sec. 2)

Sec. 5-8-136 Exemptions.

The following vehicles shall be exempt from the provisions of this article:

- (1) commercial vehicles making emergency deliveries of fuel and motor oils, coal, gasoline, goods, milks; and medicines;
- (2) emergency vehicles of public service corporations;
- (3) ambulances and vehicles carrying sick or injured persons;
- (4) vehicles engaged in snow removal operations or sanding streets;
- (5) tow trucks;
- (6) physicians responding to sick calls;
- (7) vehicles carrying United States mail;
- (8) police vehicles;
- (9) fire vehicles;

- (10) government emergency vehicles;
- (11) municipal vehicles declared essential by the city manager; and
- (12) hearses and motor vehicles in funeral processions. (Code 1963, Sec. 22-232)

Sec. 5-8-137 Penalties for violation of article.

Any person violating any provision of this article shall, upon conviction, be fined a sum not exceeding \$50. (Code 1963, Sec. 22-233; Ord. No. Ord. No. 3964, 11/15/97, Sec. 1)  
Secs. 5-8-138 through 5-8-150 reserved.