

WINTER STORM OPERATIONS – SECTION 7

**CITY OF BALLWIN
OFFICIAL POLICY**

WINTER STORM OPERATIONS

Approved January 11, 1993

Revised: April 23, 2007

February 28, 2011

FLEET MAINTENANCE

All non-emergency type repairs of police vehicles and staff cars shall be delayed until the snow emergency ceases. Only repairs necessary to maintain the safety of the vehicle and when no other suitable vehicle is available will be performed. This will allow the mechanic on duty to service snow equipment. Only one mechanic will be on duty during a winter storm.

WINTER OPERATIONS ACTIVATION

Salting and/or plowing will commence when the City Engineer, in consultation with the Superintendent of Streets, anticipate public safety to be in jeopardy. Equipment and manpower allocation will be determined on a storm-by-storm basis.

SALTING

In order for the salt to be most effective, all streets will be pre-salted prior to commencement of frozen precipitation on a storm-by-storm basis. Salting will continue simultaneously with plowing until all streets are reasonably cleared.

PLOWING

Plowing will begin when snow accumulation becomes a public safety issue. Salting will continue simultaneously with plowing until all streets are reasonably cleared.

WINTER STORM POLICY

Board of Aldermen Retreat

February 8, 2014

Each winter storm is unique. The following policy is subject to change due to weather forecast, ambient and pavement temperature predictions, type of event (snow, freezing rain, and sleet), and rate of accumulation and intensity.

A. STREETS:

Snow and ice control on city maintained streets is the responsibility of the Public Works Department. Sidewalks along city streets are not cleared by the City.

1. **Pre-Salting:** Depending on the type and intensity of the forecasted winter event, pre-salting of all city maintained streets will commence 3-4 hours in advance of the predicted storm.
2. **Operations:**
 - a. Salting and/or plowing will continue uninterrupted until all streets are cleared. Clearing curb-to-curb policy is explained below.
 - b. Parks and Recreation Department employees will provide supplemental drivers as described below.
3. **On-Street Parking:** Vehicles parked on the street impede snow plow trucks and could result in damage to either the parked vehicle or the snow plow truck. In accordance with Ordinance No. 2211, on-street parking is prohibited regardless of availability of off-street parking.
4. **Plowing:** Plowing will normally commence when the snow accumulates to a depth of 2 or more inches. During the snow storm streets will be cleared to provide sufficient width for emergency vehicles. After the storm ceases curb-to-curb clearing will be as described below.
5. **Priorities:**
 - a. 1st Priority – Main streets and streets with steep grades and/or sharp curvature.
 - b. Other streets will be cleared after the 1st priority streets are sufficiently cleared.
6. **Cul-de-Sacs Circle:**
 - a. Due to diameter of cul-de-sac circles and parked vehicles plowing is difficult. Every effort will be afforded to plow one pass around the circle during the snow storm.
 - b. Further clearing will be performed after the snow storm ceases.

7. **Curb-to-Curb Clearing:** Each winter storm is different. Whether to clear streets curb-to-curb will be determined on an individual storm basis. Factors considered are type, accumulation, current/predicted temperatures, and future winter storm potential.
8. **Windrows:** Snow that comes off the end of the plow will leave a windrow of snow. Windrows are unavoidable. The deeper the snow the taller the windrow. The City cannot clear windrows that deposit snow in driveways, regardless if they had been cleared, or in front of mailboxes.
9. **Private Streets:** Streets that have not been accepted for public maintenance will not receive salting or plowing unless specifically ordered by the City Administrator.
10. **New Subdivision Streets:** Streets within new subdivisions that are planned to be public and city-maintained, but have not been accepted by ordinance, may receive limited service. To assist emergency vehicles, one lane width will be cleared with the authorization of the City.
11. **State and County Streets:** State and county streets will not be plowed or salted. Due to reoccurring traffic hazards during the active winter storm and the in ability of either state or county response, the Chief of Police shall contact the Director of Public Works for plowing and/or salting. The City Administrator's approval is required before commencing such action.

B. PARKING LOTS, SIDEWALKS, & TRAILS:

Snow and ice control on parking lots and sidewalks to city buildings is the responsibility of the Parks and Recreation Department. All unassigned commercial driver licensed parks, golf course, and building system employees will be assigned to the Public Works Department to be used as needed.

1. **Priority Parking Lots:** The following parking lots will be salted/plowed during the event when open or prior to next day opening.
 - a. Golf Club
 - b. Government Center
 - c. Park Drive Parking Strip (used for police parking)
 - d. Police
 - e. The Pointe
 - f. Vlasis Park Pavilion #2 Parking Lot (used for Public Works parking)

2. Other Parking Lots:

- a. Parks: Lots in Vlasik Park, New Ballwin Park, Ferris Park, and New Ballwin Park will be cleared after the winter event has ceased and other lots are cleared.
- b. North Pointe: Lot will not be cleared unless needed for anticipated overflow parking for schedule event(s) at the Golf Club.
- c. Old School House will not be cleared unless needed for schedule event(s).

3. Sidewalks: Sidewalk to these buildings will be cleared when opening or prior to next day opening are as follows. The golf course does not have a sidewalk.

- a. Government Center (upper and lower stairs)
- b. Police
- c. The Pointe
- d. Golf Course to North Pointe parking lot will be cleared when overflow parking for a schedule golf club house event.

4. Trails: City maintained trails will not be cleared or pre-treated.

C. FLEET MAINTENANCE:

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