

TOWN OF PARADISE

PUBLIC WORKS DEPARTMENT

SNOW AND ICE CONTROL PLAN

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INTRODUCTION

The Town of Paradise Public Works Department is responsible for maintaining the safety of streets within the Town limits. As part of its mission, the Street Maintenance Division conducts sanding and snow removal operations to mitigate hazardous driving conditions during snow and ice events.

The Town of Paradise Snow and Ice Control Plan is designed to provide the safest possible roadway system. However, this plan does not guarantee that streets will be free of snow and ice after plowing. **Bare, dry pavement should not be expected and will not be provided.** This plan attempts to maintain an adequate driving surface for properly equipped vehicles and drivers prepared for winter driving conditions.

EVENT BACKGROUND & RESPONSE

The Town of Paradise Streets Maintenance Division is responsible for approximately 215 lane miles of roadway, and 5 miles of bike/pedestrian walkways.

The following snow and ice removal equipment is based at the Town Corporation Yard, located at 933 American Way:

<u>No.</u>	<u>Year</u>	<u>Equip. I.D. #</u>	<u>Description</u>
1	1985	24	International Dump Truck with Plow
1	1993	12	GMC Dump Truck with Plow
1	1985	15	Chevrolet 1 Ton 4X4 with Sander
1	1992	09	Ford 1 Ton 4X4 with Plow and Sander
1	1993	07	Ford 1 Ton 4X4 with Plow
1	1994	16	Ford 1 Ton 4X4 with Plow
1	1981	30	Champion Motor Grader
1	1995	21	Cat Front Loader with Backhoe
1	1985	17	Case Front Loader

Staffing includes the six full-time Street Maintenance personnel, as well as available part-time employees. In addition, the Public Works Department maintains a list of available contract employees that are trained and available to operate Town equipment should the snow event be of extended duration.

While each snow event is different, it is likely that the following call-out procedures will be utilized:

In the event of a winter snow advisory, with a predicted accumulation of greater than 3", the Public Works Director/Town Engineer and/or Public Works Supervisor may call in the personnel he feels will be required to have an effective initial response. All available Town employee resources may be called in initially, but at least two employees shall be replaced by contract employees within four (4) hours, if it appears that plowing and sanding shall be a multi-shift response.

In the event of wet pavements and predicted temperatures below freezing the Public Works Director/Town Engineer and/or Public Works Supervisor may authorize the activation of sander units. The goal is to be pro-active and to sand and/or place salt on streets before the pavement temperature reaches freezing, to avoid the early morning traffic reduce the potential for ice induced accidents.

If the snow or ice event occurs that has not been predicted, the existing procedure of Police Department call-out shall be utilized. The Public Works Director/Town Engineer, Public Works Supervisor and On-Call person should be notified.

PRIORITY LISTING OF ROADWAYS

PRIORITY ONE

The following streets are major arterials or collectors and are considered to be first priority routes with respect to plowing and sanding activities:

- Skyway - south of Town limits to North of Town limits (This may also include plowing or sanding of Skyway to South Park Drive and plowing or sanding of Skyway crossroad if requested by Butte County Public Works or required to maintain a smooth flow of traffic.)
- Clark Road - Pearson to Skyway
- Pentz Road - South Town limits to Skyway
- Pearson Road - Skyway to Pentz
- Elliott Road - Skyway to Clark
- Bille Road - Skyway to Pentz
- Wagstaff Road - Skyway to Pentz
- Emergency Operation Center Access Routes
Birch Road (Skyway to Black Olive Street)
Almond Street (Pearson Road to Cedar Street)
Black Olive Street - Pearson Road to Cedar Street
Alley (Between Cedar Street and Birch Street, and Between Almond Street and Black Olive Street)

The goal of this plan is to have these streets open to properly equipped vehicles within three (3) hours and kept open throughout the event. By clearing these streets early in the event and often, the goal is to prevent the formation of an “ice deck” on the roadway.

PRIORITY TWO

The following are collectors or residential streets, and are considered to be secondary priority with respect to plowing and sanding activities:

UPPER 1/3

(BILLE ROAD TO SKYWAY)

Cabernet Lane
Gate Lane
Dean Road
Merrill Road
Rocky Lane
Harvey Road
Wagstaff Road (West of Skyway)
Oliver Road
Bille Road (West of Skyway)

MIDDLE 1/3

(BILLE ROAD TO PEARSON ROAD)

Academy Drive
Nunneley Road
Middle Libby Road
Kibbler Road
Young Avenue
Maxwood Drive
Vista Knolls Drive
Sawmill Road
Elliott Road (East of Clark Road)
North Libby Road
Central Park Drive
Maxwell Drive
Elliott Road (West of Skyway)
Oliver Road
Castle Drive
Cliff Drive
Valley View Drive
Crestmore Drive (Redbud Drive to Valley View Drive)
Redbud Drive
Honey Run Road (Skyway to Little Grand Canyon Drive)

LOWER 1/3

PEARSON ROAD AND BELOW

American Way
Edgewood Lane
Sawmill Road
South Libby Road
Buschmann Road
Scottwood Road
Neal Road
Wayland Road
Foster Road

PRIORITY THREE

The following are residential streets and are considered to be third priority with respect to plowing and sanding activities:

UPPER 1/3

Arany Court	Twin Oaks Drive	Deercreek Lane
Hollybrook Drive	Brook Way	Thomasson Lane
Ginny Lane	Parkwood Way	Diamond Avenue
Sweetbriar Lane	Sequoia Court	Berkshire Avenue
Apple View Way	Bader Mine Way	Oak Way
Zenith Lane	Lofty Lane	Himmel Street
El Toro Court	Firland Drive	Country Oak Drive
Paradisewood Drive	Molokai Drive	Melene Court
Cypress Lane	Montana Drive	Mountain Meadow Court
Rexdale Lane	Ridgecrest Drive	Dawnridge Court
Sylmar Lane	Gregory Lane	Sawmill Road
Nedry Drive	Wagoner Road	Lancaster Drive
Chris Court	Evergreen Lane	Forest Lane
Shay Lane	Roberts Road	Forest Circle
June Way	West Wagstaff Road	Bille Road Extension
Bellevue Drive	Madrone Way	Danika Court
Robin Place	Graham Road	Alexander Court
Pamela Drive	Lucky John Road	
Dolores Drive	Posey Lane	

MIDDLE 1/3

Fickett Lane	Debbie Lane
Vineyard Drive	Del Mar Avenue
Conifer Drive	Delia Way
Norwood Drive	Tahoe Way
Vista Knolls Drive	Brookwood Circle
Redwood Lane	Woodbrook Circle
Freestone Court	Maple Park Drive
Mabelle Way	Coral Avenue
Hazel Way	Coral Circle
Fox Road	Berkshire Way
Sylvan Way	Greenwood Drive
Elliott Road (east of Sawmill)	Fairview Drive

MIDDLE 1/3 (CONTINUED)

Nielsen Drive
Nielsen Court
Center Street
Oliver Road
Camellia Drive
Poppy Lane
Aster Lane
Dogwood Lane
Sunset Drive (Cliff Dr. to Oliver Rd.)
Laurel Drive
Valley Ridge Drive
Point West Drive
Royal Point Drive
Bartels Place
Chandler Drive
Acorn Ridge Drive
Hollis Hill Drive
Pinewood Drive
Royal Court
Pinewood Court
Tranquil Drive
Rose Lane
Crestmoor Drive
Yorkshire Drive
Rankin Way
Locksley Court
Nottingham Drive
Nottingham Park
Crestview Drive
Crestwood Drive
Crest View Drive
Oakmore Drive

LOWER 1/3

Malibu Drive
Royal Canyon Drive
Country Club Drive
Trafalgar Square
Falcon View Court

LOWER 1/3

Ripley Lane
Edwards Lane (to 250' west of Ripley Lane)
Valstream Drive
Pineview Drive
Wildwood Lane
Boquest Blvd.
Fir Street
Honey Run Road (Little Grand Cyn. Dr. to Skyway)
Foster Road (Pearson Rd. To Skyway)
Almond Street (Cedar St. to Elliott Rd.)
Cedar Street
Black Olive Street. (Cedar St. to Willow St.)
Willow Street
Queens Drive
Windsor Drive
Violet Way
Camino
Scotwood Drive (Pearson Rd. To Oak St.)
Shadowbrook Way
Golden Oaks Road
Copeland Road
Cathy Lane
Newland Road
Ingalls Road
Deodara Way
Kenglo Drive
Bonnie Lane
Newman Avenue
Paradise Avenue
Butte View Terrace
Henson Road (to 400' west of Butte View Terrace)
Cherry Lane

Clear View Drive
Stearns Road
Drendel Circle
Hillpark Lane
Laguna Court

Feather Rock Court
Tokay Court
Joseph Court
Blue Danube Drive
Xeno Place
Arrowhead Drive
Crandall Way
Salida Way
Salida Circle
Lillian Avenue
Yorktown Manor
Bennett Road (to 2,200' west of So. Libby Rd.)
Parkway Drive
Newland Road
Garden View Lane
Angel Drive (Newland Rd. to 290' south of Pearson Rd.)
Heavenly Place
Glen Drive
Glen Way
Glen Circle
Glen Park Place
College Hill Drive
Recreation Drive (to 400' north of Bushmann Rd.)
Paloma Drive
Bella Vista Avenue
Keith Road
Sierra Park Drive
Highland Lane

Harrison Road
DeMille Road
Thornberg Road
Richmond Road
Alpine Court
Scott Drive
Black Olive Street
Black Olive Drive
Oakwood Lane
Almond Street
Circlewood Drive
Topaz Court
Hickory Way
Sunburst Drive
Filbert Street
Green Oak Drive
Starlight Court
Schmali Lane
Princeton Way
Princeton Circle
Pacific Drive
Orchard Drive
Russell Drive
Grinding Rock Road
Apple Avenue
Pintail Court
Ewald Court
McKale Road
Easy Street

Alleys
Town Hall Parking Lots
Fire Station Parking Lots
Memorial Trail Way

LEVEL OF SERVICE

PRIORITY ONE STREETS: Plowing shall begin on Priority One Streets within one (1) hour of the start of snow accumulation. Priority One Streets shall be plowed curb to curb before plowing proceeds to other lower priority streets. Sand, salt, pre-wetting agents and deicers may also be used when warranted, as determined by the Public Works Director/Town Engineer or his designee.

PRIORITY TWO STREETS: Plowing shall begin on Priority Two Streets when accumulations of snow on the roadway exceeds two (2) inches and after all Priority One Streets have been plowed. Sand, salt, pre-wetting agents and deicers may also be used when warranted, as determined by the Public Works Director/Town Engineer or his designee.

PRIORITY THREE STREETS: Plowing operations should begin on these streets when the accumulation of snow on the roadway exceeds four (4) inches and after the completion of plowing operations on Priority One and Two streets. Sand and/or salt shall normally be applied only to hills, school access streets and problem intersections as identified by the Public Works Director/Town Engineer or his designee.

SNOW AND ICE OPERATIONS

Snow and ice removal operations will be conducted on a 24-hour basis, seven days a week, as needed. Equipment operators and supervisors should be ready to commence snow and/or ice removal operations at any time it is determined that operations must begin.

Primary responsibility for snow removal planning, operation direction and snow fighting decision making will be the Public Works Director/Town Engineer and Public Works Supervisor. There will always be one (1) person in charge of the operations and that person will have all authority and responsibility to conduct snow/ice control operations as outlined in this policy. In addition, this policy is designed to be used in conjunction with the existing Town Incident Command System (ICS), and the existing framework of the Emergency Operations Center (EOC).

If the decision to commence snow and/or ice removal operations is made during the normal work day, operators and supervisors shall be prepared to cease the activities they are engaged in and begin snow and/or ice removal preparations and operations.

If the conditions are such that snow and/or ice removal must begin after normal working hours, the Police Department will notify the Public Works Director/Town Engineer, Public Works Supervisor and the On-Call Streets Maintenance Worker.

Rest periods or meal breaks shall be coordinated by the Supervisor until all Priority One Streets have been plowed. **Employees will normally be limited to a maximum of 16 hours of continuous snow plowing.** This is in consideration of the safety of the operator and the public and liability exposure to the Town. Employees may be requested to work longer than 16 hours during a declared snow disaster.

Cooperation and communication between the Police Department and the Public Works Department is critical during a winter storm. There will be close contact between the two departments during plowing and sanding operations. The Police Department shall keep the Public Works Department informed as to street conditions and be on the alert for trouble spots including icy streets and reduced visibility at intersections. The Public Works Department will inform the Police Department when plowing operations begin, and keep them informed until operations have ceased. The Police Department may request certain areas be plowed or replowed if hazardous or dangerous conditions exist. All such requests shall be addressed to the Public Works Supervisor or Public Works Director/Town Engineer. It is likely that during significant snow events, all requests shall be made through the organizational structure of the Emergency Operations Center (EOC).

EQUIPMENT OPERATION

Equipment operators are responsible for their equipment and shall inspect this equipment prior to beginning plowing operations to insure it is in proper working order. All malfunctions must be reported to the Public Works Supervisor. Operators will perform an inspection and complete the vehicle pre-trip checklist for their particular vehicle prior to placing into service.

Fueling of equipment will occur at the end of each shift, to prepare for the next shift's operation.

Whenever feasible, equipment operators shall obey all traffic laws during snow plowing and sanding operations. Operators shall strive to avoid pushing large quantities of snow into private driveways or in front of mailboxes. However, given that all of our equipment pushes snow, it is not possible to completely avoid placing snow in front of private driveways or mailboxes. Town staff **will not** assist residents with clearing snow from private driveways or mailboxes.

Operators who are involved in an accident are required to report the accident immediately to their supervisor and the Police Department. Damage to fixed objects such as mailboxes, etc., should be noted as to time, place, and circumstances in the daily snow report. Operators must also complete an accident report, and submit to their supervisor before the end of their shift.

The Town Policy with regards to private vehicles stuck in the snow will be as follows:

- Operators are prohibited from assisting motorists with tire chains, unless request is made by the Town Manager and/or EOC Director.
- Operators are prohibited from assisting in freeing stuck vehicles, unless the vehicle is blocking the roadway and creating a traffic hazard. Operators will inform the Police Department Dispatch of the location of vehicles stuck and/or off the road, in order to arrange for towing.
- If requested by the occupant of the vehicle (and necessary for the safety of the occupant), operators may provide courtesy transportation along their assigned route, to the nearest public phone. The operator will call in to the Police Dept. Dispatch to log the time and mileage at the start of the trip. The operator will also call dispatch upon completion of the courtesy transportation, to log the time location and ending mileage.

Operators are required to submit snow reports at the end of each shift. Items to be included in these reports are:

- Date, time and duration of shift
- Wind velocity and direction
- Route(s) plowed
- Supervisor
- Tons of material spread (if sanding)

- Breakdowns (if any)
- Percentage of Route completed
- Any deviations from the assigned route
- Other applicable comments

See Appendix A-1 for a sample snow report form.

CITIZEN COOPERATION

In order to achieve the best possible result from the Public Works Department's snow and ice removal operations, all citizens of the Town of Paradise are requested to cooperate fully with the Department. During winter storm conditions, all residents are asked to remove their parked vehicles from all Town Streets. This will allow snow plows an opportunity to clear the streets quicker and with fewer passes, saving both time and money.

TRAFFIC CONTROL

The Police Chief, after consultation with the Town Manager and/or EOC Director, shall institute chains or four wheel drive with snow tires restriction, when conditions warrant. It is anticipated that these restrictions shall be setup in conjunction with Butte County Public Works Department, Butte County Sheriffs Department, and the California Highway Patrol. It is critical to the success of this plan that non-chained vehicles be stopped prior to entering the Town of Paradise. Normally, the first tier of controls will be enacted by the Highway Patrol, at Bruce Road and Skyway, just east of Chico. The second control point will be staffed by the Town Police Department or Town Disaster Volunteers, at the lower Skyway Crossroad, where non-chain equipped traffic shall be diverted back to Chico. The third anticipated control point shall be staffed by the Butte County Sheriffs Department on Skyway, at Coutolenc Road. Non-chain equipped traffic shall not be allowed to proceed up the Skyway towards Paradise Pines.

DAMAGE CLAIMS

Any damage claims caused by Town snow and ice removal operations shall be submitted to the Town Clerks office. The Town will not consider payment for damaged mailboxes unless actual contact is made with the mailbox by the plow unit. The Town also will reject claims for damage to driveways, fences or other home owner installed improvements within the public right of way, unless actual contact is made by the plow unit.

Claims for damage to individual vehicles due to flying snow or debris shall be considered on a case by case basis.

DEPARTURE FROM POLICY

The Town acknowledges the policies as set forth in this program are of a general nature and recognizes conditions may be so unusual or unexpected that a departure from this general program may need to be authorized. When conditions warrant, the Town Manager or Public Works Director, after consulting with the Police Chief, may order a departure from the general policies when conditions are such that the departure from this policy is necessary and warranted for the health, safety and welfare of the citizens of the Town of Paradise. The Town Manager and/or EOC Director is authorized to publicly prohibit non-emergency travel when conditions warrant such a prohibition.

POLICY PRIORITY

To the extent that any previous rule, regulation, policy or past practice, written or unwritten is in conflict with the provisions of this policy, such is hereby withdrawn and voided and all personnel shall conduct themselves in conformity with this policy.

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