



Town of Crested Butte Snow and Ice Control Operations Plan 2008-2009

INTRODUCTION

A. Purpose

The Town of Crested Butte developed a Snow and Ice Control Operations Plan with the primary purpose of outlining municipal responsibilities and procedures for controlling snow and ice accumulation on the streets and sidewalks of this community. Appropriate snow and ice control is necessary to maintain emergency services and routine travel. These responsibilities and procedures will provide a guide for efficient and effective snow and ice control.

B. Annual Snow Summit

The purpose of the Town of Crested Butte's annual Snow Summit is to discuss with the involved stake-holders general snow removal procedures, outline any proposed changes, and develop a dialogue between the involved parties allowing them to exchange ideas and voice concerns. This Summit should be scheduled in early November of each year with the following stake-holders invited:

Gunnison County Public Works
Gunnison County Sheriff's Department
Crested Butte Fire District
Crested Butte Search and Rescue
Crested Butte Marshal's Office
Crested Butte Public Works Department
Mt. Express Bus Service
Regional Transportation Authority (RTA)
Atmos Energy (Gas Company)
GCEA/REA (Electric Company)
Waste Management (Refuse Disposal)
FEDEX/UPS
Qwest/Adelphia/Time Warner
Chamber of Commerce
Private Snow Removal Contractors

C. Responsibilities

1. The Street Division is responsible for conducting snow and ice control operation on municipal streets and public parking areas.
2. The Parks Maintenance Division is responsible for clearing sidewalks, crosswalks, park paths and creating “cut-outs” as identified in the sidewalk plan and the snow removal at the Ice Rink.
3. Adjacent property owners are responsible for maintaining the sidewalk snow clearance and ice control after the initial removal by the Parks Maintenance Division identified in the sidewalk plan. (Attachment 1 - Ordinance 3, 2007)
4. Private Contractors are responsible for removing snow from private property and during the course of their work do not obstruct or bury traffic signs, fire hydrants, handicap access areas and public right of ways. Private contractors will also maintain line of sight on sidewalks, driveways and parking areas for both vehicles and pedestrians.
5. Gunnison County Public Works will work cooperatively with the Town of Crested Butte Public Works Department and provide a courtesy call when they are about to commence plowing through town.
6. The Water and Sewer Department will mark fire hydrants with poles by November 1st and will clear snow from fire hydrants for access.

D. Periodic Reviews

The Director of Public Works will review and update the Snow and Ice Controls Plan on an annual basis and present any revisions to the Town Manager in preparation for presentation to the Town Council prior to December 1st of each year.

PERSONNEL

A. Staffing

1. All CDL certified personnel are subject to duty during major snow and ice storms.
2. Tasks assigned during a snow and ice storm will remain within the capabilities of the employee’s skill set.
3. The Public Works Department and the Parks Maintenance Division will develop a secondary crew in preparation for an extended snow cycle.
4. The primary streets crew generally begins at 1:00 a.m. and the plowing takes approximately 8-10 hours. If continued operations are necessary due to an extreme event, the Public Works Director will determine the procedures necessary to direct resources.
5. Parks Maintenance Division begins at 5:00 a.m. and the sidewalk removal involves approximately 4 hours of ice and snow removal and the ice rink maintenance requires approximately 3 hours.

B. Control and Direction

The Public Works Department retains responsibility for the overall coordination of snow and ice control preparations for the streets. The Parks Maintenance Division will coordinate with the Public Works Department in providing effective direction to maintain the sidewalks during a snow event.

C. Organization

The normal chain of command and line of authority will be followed during snow and ice storms unless otherwise designated.

D. Telephone Number Lists

A telephone number list will be updated on an annual basis prior to November 1st.

OPERATIONAL PROCEDURES

The Town's response to a storm event depends on the type, severity, and duration of the weather conditions. The Public Works Director determines plow routes and the sequencing of operations and retains the flexibility to adjust the route assignments based on storm conditions.

A. Roadways

The following strategic plan shall serve as guidelines for roadway operations subject to specific conditions. The areas below are listed in the sequence of plowing. Snow plowing will commence at 6 inches of accumulation.

1. Plow Public Works yard including access to bus area, search and rescue building, tow lot and wastewater facilities;
2. Plow east side of 6th Street including Chamber Parking Lot, and Chamber bus stop;
3. Plow southwest of 6th and Elk;
4. Plow 4-way including parking lots, bus turn, and bus pull-out;
5. Plow core area including 5th, 4th, 3rd, 2nd streets on both sides of Elk; Elk Street Public Parking Lot, Fire Hall and adjacent public parking lot; Alleys one block north and south of Elk Avenue; and public buildings (e.g. Town Hall, Marshall's and Old Rock Library) parking and access areas.
6. Plow northwest of Elk and 6th;
7. Plow Treasury Hill;
8. Center for the Arts

In general, snow will be plowed to alternate sides of the streets to coincide with the following winter parking rules:

Residential parking restrictions are in effect November 1st through April 30th and are strictly enforced between 1:00 a.m. – 10 a.m. Vehicles must be parked on the north and east sides of the streets on Tuesday, Thursday and Saturdays between 1:00am and 10:00am. Vehicles must be parked on the South and West sides of the streets on Sunday, Monday, Wednesday and

Fridays between 1:00am and 10:00am. In addition to these restrictions, there is no parking allowed on the North side of Elk Avenue between 2nd and 4th street at any time. Parking is not allowed between the hours of 2:30am and 8:00am on Elk Avenue between 1st and 6th Street and on 3rd street between the Elk Avenue alleys between 2:30am and 8:00am. (Town of Crested Butte Winter Parking Regulations apply to all other sections of Elk Avenue). No over night parking is allowed in any of the Town Parking lots.

1. Snow Banks on Elk Avenue

The Public Works Department will remove snow from the banks on Elk Avenue to promote pedestrian safety, enhance pedestrian and vehicular visibility and provide easy access to businesses. The decision of when to remove the banks remains at the discretion of the Town Manager.

2. Sand

The Public Works Department deposits sand at the Elk intersections, bus routes and the school zone. The Parks Maintenance Division deposits sand at the cross walks. These tasks are completed when conditions merit and the Town has the available personnel. The Town of Crested Butte minimizes the amount of sand placed on streets due to air quality standards.

3. Snow Hauling

Certain public right of way locations and dedicate snow storage areas within our community require additional service after snow plowing operations cease.

The existing snow storage areas include the abutting street right of ways and the following lots:

1. First and Beckwith
2. Ruth's Road Dead-End
3. Three Ladies Park
4. Gravel Pit
5. Public Works Yard
6. Teocalli Eastside Dead-End
7. Lots North of Rainbow Park (Temporary)
8. Lots West of BMX (Temporary) Park

If these areas become filled to capacity, snow hauling will commence if all the plowing has been completed and there is more than one day without precipitation.

4. Clean-up Procedures

The Public Works Department begins street cleaning to remove the sand when both the streets and curb/gutters are dry. Generally, this service begins in late spring.

B. Pedestrian Areas

The Parks Maintenance Division will clear snow from the following sidewalks and other pedestrian areas at a snow event of 1 inch or greater.

(Attachment 2 – Snow Removal Map)

1. Sidewalks /Handicap Ramps – All sidewalks and handicap ramps will be cleared as indicated on the snow removal map.
2. Cut-outs - Cut-outs on both Elk Avenue and Sixth Street will be completed as indicated by the snow removal map. (attachment 1)
3. Crosswalks- All entrances to crosswalks on Elk Avenue will be cleared and the crosswalks entrances on Sixth Street will be cleared as indicated on the snow removal map.
4. Paths/Bridges – Bridges and the paths leading to the Totem Pole, Butte, 1st and Elk and Eldo Bridge will be cleared.
5. Bus Stop Shelters- Shelter located by Clark’s Grocery will be cleared as necessary.

C. Residents/Business and Property Owners

This snow and ice control plan identifies the streets, sidewalks, and public facilities that the Town will maintain during a snow event. Property and business owners also have certain responsibilities that include clearing their own driveways and maintain adjacent sidewalks, clearing areas for wildlife resistant containers and dumpsters, removing snow from sidewalks and public parking areas resulting from roof and overhang shedding, and remove ice dams created from heated sidewalks. These areas should be cleaned without depositing any snow or ice into the roadway and snow banks and should not obstruct the vision of driveways and sidewalks. (Attachment 1 – Ordinance 3, 2007)

EMERGENCY SNOW OPERATONS PLAN

In the event of an extreme and long snow event, the Public Works Director reserves the authority to modify the operational snow plan according to the availability of personnel and equipment and to ensure employee safety.

If declared, the Public Works Director will convene a stakeholder meeting to initiate the following plan and initiate a public service notification plan that includes KBUT.

Priority 1 – Emergency Routes for ambulance and fire equipment, Public Works yard and Marshal’s parking area.

Priority 2 – Mt. Express Bus Routes as determined by the snow event and Red Lady Avenue near Community School (if open).

A. Elastic Clause

This plan may be superseded by verbal or written orders when, due to equipment failure or extreme weather cycles, conditions warrant necessary changes in personnel and equipment to accomplish snow and ice control operations.