



Town of Crested Butte Snow and Ice Control Operations Plan 2014-2015

INTRODUCTION

A. Purpose

The Town of Crested Butte develops 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
Crested Butte Parks and Recreation Department
CDOT (Colorado Department of Transportation)
Mt. Express Bus Service
Regional Transportation Authority (RTA)
Atmos Energy (Gas Company)
GCEA/REA (Electric Company)
Waste Management (Refuse Disposal)
FEDEX/UPS
Century Link/Time Warner
Chamber of Commerce
Private Snow Removal Contractors

C. Responsibilities

1. The Street Division is responsible for conducting snow and ice control operations 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 removing snow from private property must not obstruct traffic signs, fire hydrants, handicap access areas and public right of ways. Private contractors will also maintain line of sight on intersections, sidewalks, driveways and parking areas for both vehicles and pedestrians.
5. Gunnison County Public Works Department works cooperatively with the Town of Crested Butte Public Works Department while plowing snow through town.
6. The Water Division 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 Control Operations 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 snow crew in preparation for an extended snow cycle.
4. The primary snow crew will begin at 1200 a.m. and work until 08:30 a.m. (Crews may work until 10:00a.m. during snow events). One seasonal plow operator will be hired, and augment the crew, from December 1st through March 31st each year.
5. If continued operations are necessary due to an extreme event, the Public Works Director will determine the procedures necessary to direct resources.
6. Parks Maintenance Division begins between 6:00-6:30 a.m. and the sidewalk removal involves approximately 4 hours of snow and ice removal.

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 3 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, 3th, 2th streets on both sides of Elk; Elk Avenue Public Parking Lot, Fire Hall and adjacent public parking lot; Alleys one block north and south of Elk Avenue (2nd Ave. to 5th Ave.); 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

Every effort will be made to keep the Bus route and Emergency Routes cleared of snow and ice accumulation.

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 enforced between 01:00 a.m. – 10:00 a.m. Vehicles may be parked on the north and east sides of the streets on Tuesday, Thursday, and Saturdays. Vehicles may be parked on the South and West sides of the streets on Sunday, Monday, Wednesday, and Fridays.

1. Snow Banks on Elk Avenue

The primary snow crew will remove snow from the banks on Elk Avenue ***between snow events*** to promote pedestrian safety, enhance pedestrian and vehicular visibility, and provide easy access to businesses. ****Snow banks may remain on Elk Avenue the week prior to Christmas through the week after New Year's, and to accommodate additional snow required for special events.***

2. Snow pack

Every effort will be made to keep no more than 6 inches of snow pack on the streets prior to removal. The bus route and emergency routes will be cleared of snow after each 3 inch event.

3. Sand

The Public Works Department deposits sand at the intersections along Elk Avenue, bus routes, and the school zone during normal business hours. The Mt. Express Supervisor will sand the bus routes after normal business hours, weekends, and holidays. 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 tries to minimize the amount of sand placed on streets due to air quality standards, and to prevent Storm Drain blockages.

4. Snow Hauling

Certain public right of way locations and dedicated snow storage areas within our community require additional service after snow plowing operations cease. These areas will be maintained between snow events by the primary snow crew. During extended snow cycles this will be done by the secondary snow crew during normal business hours.

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. Totem Pole Park
8. Lots North of Nordic Center/Ice Rink Parking Lot
9. Lots North of Rainbow Park (Temporary)
10. Lots West of BMX (Temporary) Park
11. Academy Lots (Temporary)

5. 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 after each snow event of 1 inch or greater. These areas are depicted on 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 on both Elk Avenue and Sixth Street will be completed as indicated by the snow removal map.
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. Bus Stop Shelters- Reasonable access to bus stops will be maintained and bus shelters will be cleared of snow when 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 plowing, roof and overhang shedding, and remove ice dams created from heated sidewalks.*** We regret that snow must be plowed off the street into driveways, but there is no other choice. Residents are responsible for these areas and should be cleared without depositing any snow or ice into the roadway, and should not obstruct the vision of driveways and sidewalks. (Attachment 1 – Ordinance 3, 2007)

Snow pushed into the street not only makes snow plowing more difficult for street crews, but can cause a dangerous obstacle in the roadway or a nuisance to your neighbors. Garbage containers placed too close to the street may be subject to damage by snow plowing operations.

EMERGENCY SNOW OPERATIONS 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, and social media.

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 a shortage of personnel, equipment failure, and/or extreme weather cycles, conditions warrant necessary changes to accomplish snow and ice control operations.