

Winter Maintenance Policy on Snow/Ice Removal Operations

Revision 12-2016



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WINTER MAINTENANCE POLICY
On
SNOW/ICE REMOVAL OPERATIONS
For
Town of Grand Chute

Intent:

The intent of this policy is to outline the Town of Grand Chute's responsibilities and procedures for winter road maintenance, snow plowing and salt/sand application. Snow and ice removal operations will be performed in a responsible and timely manner with all due consideration to the safety of the Town residents, Town employees and those using our roadways.

It must be recognized that, although this policy sets general guidelines to be followed, each storm has its own character with variable conditions such as wind, extreme temperatures, timing, duration and moisture content. The policy must remain flexible and take into consideration these variables.

Winter Maintenance Policies

Determination of Need for snow/ice control procedures. The Director of Public Works, Deputy Director of Public Works, Public Works Superintendent and Public Works personnel will keep themselves apprised of the changing weather conditions. Weather reports issued by the National Weather Service should be used to aid in the preparation for snow removal operations. The Public Works Superintendent or his designated authority will be responsible to monitor the conditions and assess the need for the plows or salters to be out. The primary source of road condition information is from a personal inspection by the Public Works Superintendent or his designee of various locations within the Town. During off-duty hours of 3:00 p.m. to 7:00 a.m. and on weekends and holidays, the personal inspections of weather and road conditions shall include periodic checks on the weather and driving to various locations within the Town to assess the road conditions. The secondary or back-up information sources are the Grand Chute Police Department and the Outagamie County Sheriff's Department. Both secondary sources will notify the Public Works Superintendent if they observe or encounter conditions that require salting or plowing. The Public Works Superintendent or his designee will do a personal evaluation of the road conditions upon receiving a report from a secondary source. The implementation of this policy shall be dictated by the actual road conditions.

Ice Control. Ice control will commence when, in the opinion of the Director of Public Works, Deputy Director of Public Works, Public Works Superintendent or their designated authority, an unsafe condition for travel exists. Anti-icing operations can occur 1-2 days prior to the predicted snow event. A salt brine or salt brine/Calcium Chloride mixture is sprayed on the pavement at designated locations within the Town where icing and snow pack is known to be a problem. The need for anti-icing is determined by the predicted moisture content of the snow and the temperature at the beginning of the event. Anti-icing is not performed when temperatures are below 5°F. De-icing operations can vary greatly, depending on whether there is a need for town wide coverage or if the slippery areas are isolated. For most de-icing operations, the Town uses road salt treated with salt brine or a salt brine/Calcium Chloride mixture to decrease scatter and lower the melting temperature. Salt is applied with a tailgate spreader. At colder temperatures (<5°F) salt becomes considerably less effective as a de-icer. Salting operations may not occur when temperatures are below 5°F and falling. When

temperatures are below 5°F, a limestone chip and salt mixture may be used in place of treated salt to address slippery road conditions. Salting operations may not begin or continue when winds become strong enough that the salt will contribute to the drifting on the roadways. Salting is done at three levels.

Level 1 – Isolated slippery spots are addressed with one or two salt trucks.

Level 2 – More widely spread slippery areas on heavier traveled roadways are addressed with a minimum of three single or tandem axel plow trucks. Salt is spread on the main roads, hills, curves and intersections as well as other known slippery areas.

Level 3 – Overall slippery conditions throughout the Town are addressed by using two single axel plow truck and four tandem axel plow trucks for salting and/or plowing. Snow accumulations of less than two (2) inches may be addressed by this level of salt application.

Snow Plowing. Snow accumulations that are in depths of two (2) inches or more will be plowed from the roadways. Snow accumulations of less than two (2) inches may be plowed if conditions such as, but not limited to, drifting or high moisture content with slippery conditions exist. Salting of the roads and intersections will be done in conjunction with the plowing when temperatures are at or above 5°F.

Call-in procedure. When the Public Works Superintendent or his designee determines there is a need, determined by a personal roadway inspection, to call in the Public Works personnel for snow/ice removal operations, he is authorized to call in sufficient personnel to staff the snow/ice removal operations. The Public Works Superintendent or his designee shall keep the Director of Public Works abreast of the snow/ice removal operation and the number of personnel involved.

The Public Works crew shall be called in on a rotational basis for snow/ice removal overtime. If the Superintendent, Deputy Director or Director of Public Works calls a crewmember and that crewmember declines to work the overtime, the next crewmember on the list shall be called. If the Superintendent, Deputy Director or Director of Public Works calls a crewmember and the call is received by an answering machine, a message will be left to contact the Superintendent, Deputy Director or Director of Public Works and the next crewmember in the rotation shall be called. Each crew member has listed two or three contact numbers and the order in which the numbers should be called. The crew members should be available for snow/ice removal operations if they have received prior notification of pending hazardous weather conditions or if changes in weather conditions may warrant a call-in for overtime plowing/salting. Alternative contact phone numbers should be provided to the Superintendent.

The operators of snowplows should not be plowing more than twelve hours following eight consecutive hours off duty or for any period after having been on duty sixteen hours following eight consecutive hours off duty. The maximum hours of driving for commercial vehicles does not apply to emergency vehicles as defined in Wis. Administrative Code Trans 327.09(4)(a). The safety of the driver and those sharing the road with him/her will be considered when the maximum driving hours are exceeded.

Roadway Classifications and Service Levels

Arterial Roads – These roadways will be maintained to provide 75% bare pavement as soon as practical after the storm. They consist of the main east-west/north-south roadways not designated as County or State routes and other heavily traveled roads.

Collector Roads – These roadways will be maintained to provide 50% bare pavement as soon as practical after the storm. These roadways link traffic on local roads to the arterial road network.

Local Roads – These roadways will be maintained to provide bare tire strip as soon as practical after the storm. They consist of the lesser traveled roads and internal subdivision roadways not considered arterial or collector roads.

Plowing Routes

Plow trucks #204, #208, #212, #220, #224, #228 and Loader #320 have designated routes. The John Deere Loader #310 will remain at the Town Hall to clear parking lots and load salt. Caterpillar Motor Grader #901 will assist with plowing of roadways when personnel are available. When snow has fallen overnight, the routes will begin approximately 12:00 a.m. with the first round be completed by or before noon. Plowing and salting routes are illustrated on Figure 1.

Special Operations

Cleaning up cul de sacs. Cul de sacs will be cleared of snow at the same time as the roadways are being plowed when personnel are available.

Road widening and plowing shoulders. After the initial pavement and cul de sac clearing, the full width roadway and shoulders will be plowed. Widening and shoulder plowing may be accomplished on an “overtime” basis to avoid heavy traffic in commercial areas.

Cleaning up intersections. Snow piles on the corners of intersection areas will be pushed back to provide safe visibility around the radii after the roadways have been cleared.

Snow removal from cul de sacs and bridges. The Public Works crew will remove the snow accumulation from town road bridges after all roadways are substantially clear of snow and ice, intersections and cul de sacs are cleaned up and roadways are widened. This operation should be accomplished on a “regular time” basis.

Clearing sidewalks and trails. Sidewalks that are maintained by the Town and trails designated by the Town Board for year-round maintenance will be cleared of accumulated snow/ice within 24 hours from the time the snow ceases to accumulate on the sidewalks or trails.

Shoulder and bank clean up. The Public Works crew will “wing” back the snow banks on the sides of the roadway to provide additional snow storage for future storms. This operation will typically commence after the cul de sacs, sidewalks and bridges are cleared. This operation should be accomplished on a “regular time” basis.

Sand/salt bins. Bins filled with a sand/salt mixture will be placed at roadside locations where icy pavement is known to form. Residents and the Public Works Crew can use the sand/salt to address slippery spots in these isolated areas.

Park parking lots. The Public Works crew will clear park parking lots upon completion of the road widening on a “regular time” basis.

Town Hall parking lots. Town Hall parking lots will be cleared of accumulated snow and ice by shop personnel or by the regular Public Works crew prior to the arrival of Town Hall staff for normal business hours.

Fire Station parking lots. Fire station aprons shall be kept free of snow accumulations that would impede the response of emergency vehicles. Fire personnel parking areas will be cleared of accumulated snow and ice by the regular Public Works crew prior to the arrival of Fire Station administrative staff for normal business hours or as time permits during road plowing operations. Fire personnel at Fire Station 1 will clear accumulations of snow from their parking and apron areas as time permits.

Arrowhead and Lions ice rinks. The ice rinks will be cleared of snow accumulations as the Public Works crew is clearing park parking lots on a “regular time” basis.

Recently Urbanized Streets. Town streets that have been urbanized within four years of the current winter season shall be on a limited salt program. These streets will be plowed and salt only applied at intersections with collector streets. Limestone chips may be applied as conditions warrant. Salt may be applied in the event of an ice storm where conditions would impair the travel of emergency vehicles.

Equipment

Trucks 204, 208, 212, 220, 224, 228 and Loader #320 have assigned routes as shown on Figure 1 when personnel are available. Trucks 306, 308, 400, 403, 35, 66 and 62 are assigned to cul de sac clean-up as noted by the colored dots on Figure 1, when personnel are available. The Motor Grader is assigned as needed. The MD Sidewalk Tractor 550 is designated to clear sidewalks and trails.

Equipment #	Year	Make	Accessories
204	2006	Sterling Single Axle	2-way plow, patrol wing, material spreader (pre-wet)
208	2011	Int'l Single Axle	2-way plow, patrol wing, material spreader (pre-wet)
212	2013	Int'l Tandem Axle	2-way plow, patrol wing, material spreader (pre-wet)
220	2014	Int'l Tandem Axle	2-way plow, patrol wing, material spreader (pre-wet)
224	2002	Int'l Tandem Axle	2-way plow, patrol wing, material spreader (pre-wet)
228	2010	Freightliner Tandem Axle	2-way plow, patrol wing, material spreader (pre-wet)
071	2016	Chevrolet 3/4-ton	Boss V-plow
310	1995	John Deere Loader	2-way plow, patrol wing, pusher plow, V-plow
320	2015	Caterpillar Loader	2-way plow, patrol wing
901	1995	Caterpillar Motor Grader	V-Plow, benching wing
300	2012	Chevrolet 1-ton	Anti-icing tank/sprayer
303	2015	Chevrolet 1-ton	Boss V-plow
308	2003	Chevrolet 1-ton	Boss V-plow
400	2010	Chevrolet 3/4-ton	Boss V-plow, material spreader
403	2010	Chevrolet 3/4-ton	Boss V-plow
406	2016	Chevrolet 3/4-ton	Boss V-plow
408	2016	Chevrolet 3/4-ton	Boss V-plow
62	2006	Ford 3/4-ton	Boss V-plow
66	2013	Chevrolet 3/4-ton	Boss V-plow
550	2012	MB Sidewalk Tractor	Blower, broom, spreader
570	2001	New Holland Skid Steer	72" plow, 60" snowblower

Snow Emergency Conditions

Town Ordinance §515-4D (see Appendix A) details the declaration of a snow emergency by the Town Chairman or his designee. Appendix B contains the form letter that is provided to emergency services and the news media. In the case of a snow emergency, whenever in the opinion of the Town Chairman or his designee an emergency exists in the Town because of snow, freezing rain, sleet, ice, snow drifts or other natural phenomena which would create or will likely create hazardous road conditions impeding or likely to impede the free movement of fire,

health, police, emergency or other vehicular traffic or otherwise endanger the safety or welfare of the community, such official may declare a snow emergency to exist. The declaration will be broadcast to the general public by the press, radio and/or other public means of communication. Said emergency is declared to continue for a period of forty-eight (48) hours, after declaration, or until such earlier time as snow plowing operations have been declared completed by the Director of Public Works.

Two hours after the original broadcast of the declaration of a snow emergency, a 24-hour per day prohibition of on-street parking will be imposed. Under a snow emergency, the Town Director of Public Works or his designee is authorized to remove a vehicle standing upon a roadway in violation of the prohibition of on-street parking or to require the operator in charge thereof to move the vehicle to a position where parking is permitted. The removal may be by or under the direction of the Town Director of Public Works or his designee or may be contracted for. Any charges relating to moving, towing, or storage of the removed vehicle shall be the responsibility of the owner or operator of the vehicle. The Town and its employees shall not be responsible for any damage incurred to the removed vehicles during moving, towing or storage.

Seasonal Parking Restrictions

Town Ordinance 515-4C (see Appendix A) details the restrictions on all-night parking during the seasonal no-parking period from November 1 to April 1. Reasonable efforts may be made by the Town staff to contact the owner of a vehicle parked on the roadway during a snow removal operation to request that the vehicle be moved off of the roadway as soon as possible.

Mailboxes

Town Ordinance 468-5E (see Appendix A) details the standard installation of a mailbox (see Figure 4). If mailboxes are properly installed, they should not conflict with normal plowing operations. No part of the mailbox shall extend past the face of a vertical curb or the back of a mountable curb or beyond the outside edge of an aggregate shoulder or be closer than 18 inches from the edge of pavement in a rural section, whichever is greater.

The Town's plow drivers have been instructed to take extra care near mailboxes to avoid damaging them. If it is suspected that the plow blade has damaged a mailbox, the owner should contact the Town Hall. The Director of Public Works, Deputy Director of Public Works or the Public Works Superintendent will inspect the damaged mailbox and determine whether or not the damage was caused by snow removal operations. The current policy provides for the replacement or compensation for the mailbox that has been damaged by physical contact from any Town of Grand Chute snow removal equipment. Upon verification that the equipment physically contacted the mailbox, the mailbox owner will have the option of having Town personnel replace the mailbox and/or post or submitting a request for compensation in accordance with the current fee schedule. The replacement shall be with a basic, standard sized mailbox (matching metal or plastic) and a 4x4 post in accordance with the standard mailbox installation shown on Figure 2. The actual installation of the post may not be completed during the winter season due to the frozen ground. A request for compensation shall be processed by the Town Board as soon as possible following the request. Mailboxes damaged by the force of plowed snow, will not be replaced, repaired or compensated for by Town. Originally installed or replacement mailboxes that do not meet the installation requirements noted on Figure 2 will not be eligible for replacement or compensation if damaged by physical contact from any Town of Grand Chute snow removal equipment.

Stalled or Stuck Vehicles

Public Works Department personnel shall not tow or push stalled or stuck vehicles unless so directed by the Grand Chute Police Department or Outagamie County Sheriff's Department in the case of an extreme emergency. Public Works personnel should not provide rides for stranded motorists, although assistance may be provided to the motorist by contacting the Grand Chute Police Department.

Private Drives and Parking Lots

Town of Grand Chute personnel shall not plow private driveways or parking lots unless so directed by the Grand Chute Police Department or Outagamie County Sheriff's Department to provide access for emergency services. Some snow and ice may be deposited in private driveways during normal plowing operations. The Town's Public Works crew will not remove this deposit.

Town Ordinance 398.5 (see Appendix A) states that no person shall remove or cause to be removed any snow or ice from a premises owned or occupied by that person or from any residence, parking lot, parking area, filling station, business property or other property owned or occupied by said person by placing the said snow onto any public right-of-way or property.. The owner of the property will be held responsible for any damage or injury that results from snow or ice moved from private property onto a street or sidewalk. This shall also include a property owner who contracts for snow removal services.

Sidewalks

The owner, occupant or person in charge of any parcel or lot, which fronts upon or adjoins any sidewalk, shall keep the sidewalk clear of all snow and ice. In the event of snow accumulating on the sidewalk due to natural means and/or by any other means, the sidewalks must be cleared of all accumulated snow and/or ice within twenty-four (24) hours from the time the snow ceases to accumulate on the sidewalk. Sidewalks are to be kept clear of snow and ice to their maximum width. In the event that ice has formed on any sidewalk and cannot be removed, the owner, occupant or person in charge of the parcel or lot which fronts upon or adjoins the sidewalk shall keep the sidewalk sprinkled with sand and/or salt to permit safe travel by pedestrians.

Single or two-family residential parcels or lots with frontages that have access physically or legally restricted shall not be responsible for clearing the sidewalk on those frontages. Town crews shall be responsible for snow or ice removal in these areas.

Public Information

Information on the status of the snow removal operations can be obtained from the Grand Chute Town Hall during normal business hours of 7:30 a.m. to 4:00 p.m. Monday through Friday.

Complaints

Complaints will be received at the Town of Grand Chute Town Hall at 1900 Grand Chute Blvd., Grand Chute, WI during regular working hours of 7:30 a.m. to 4:00 p.m., Monday through Friday. For emergency type situations or complaints outside normal working hours regarding current hazardous conditions, contact the Public Works Superintendent at 920-419-2531 (mobile) or Director of Public Works at 920-419-2516 (mobile). Grand Chute Police should be called at 920-832-1575 if there is no answer from the Superintendent or the Director of Public

Works. The Superintendent or the Director will review the location and nature of the complaint and make an appropriate response.

Departure from Policy

The Town recognizes that conditions may be so unusual or unexpected that a departure from these general policies should be authorized. Therefore when conditions warrant, the Director of Public Works or his/her designee in consultation with the Town Administrator, or his/her designated representative, may order a departure from these general rules when, in the opinion of the Director of Public Works, conditions require such action.

No Duty or Right Created

The purpose of this policy is to establish goals for the Town of Grand Chute employees regarding snow and ice control. It is not to be construed to create any duty to any individual, person or entity. This policy does not provide any special protection or service to any particular individual or group of individuals. No additional rights shall be granted any individual or entity simply by the adoption and enforcement of this policy. This policy may be affected in total or in part, as a result of acts of God, equipment breakdown, weather conditions, inadequacy of equipment, state or federal regulations, shortage of personnel or material, and any other unforeseen, uncontrolled or unanticipated acts.

Figure 1

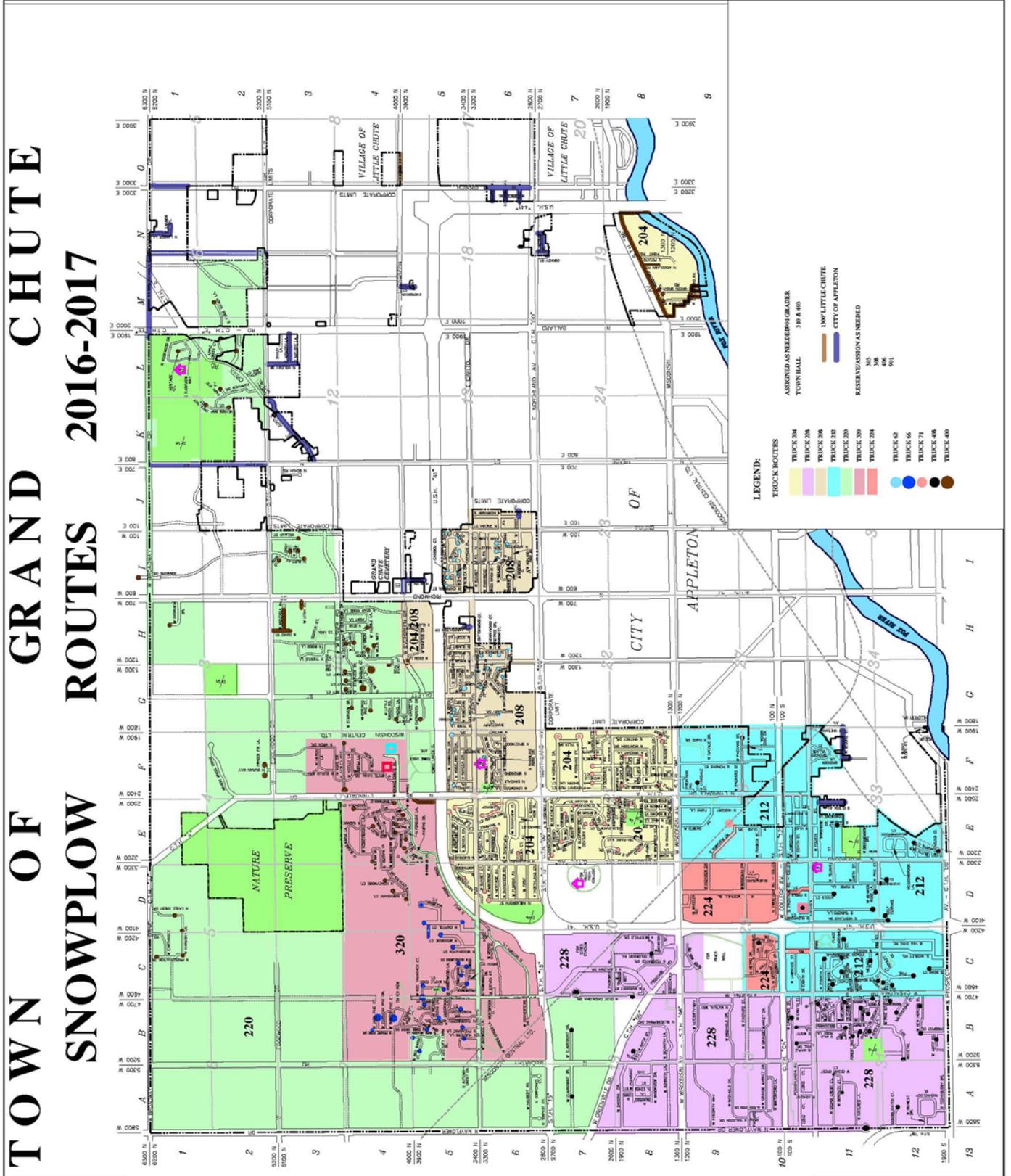
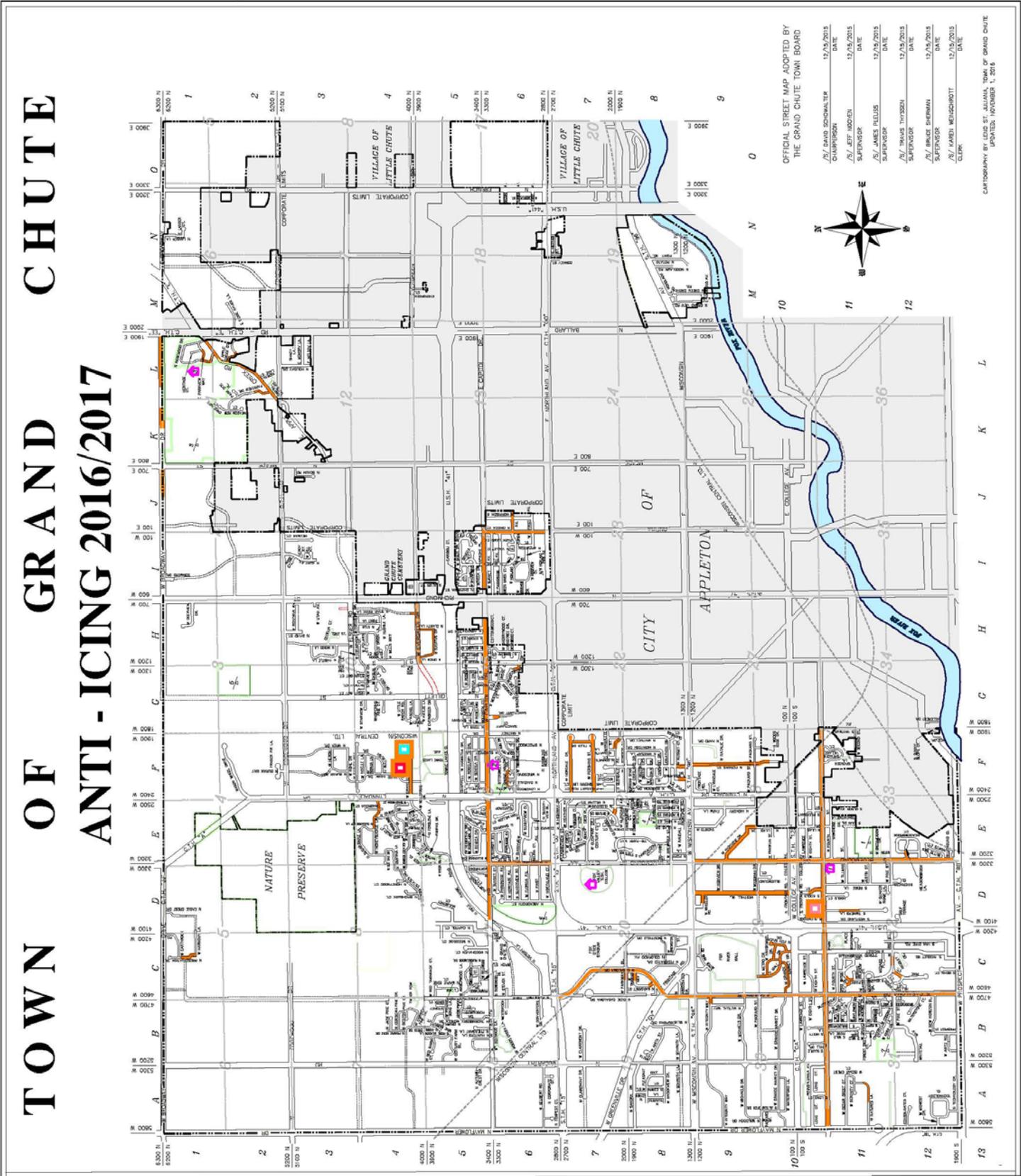


Figure 2



S:\DPW\Winter Maintenance\Anti-Icing Routes 16-17

Figure 3

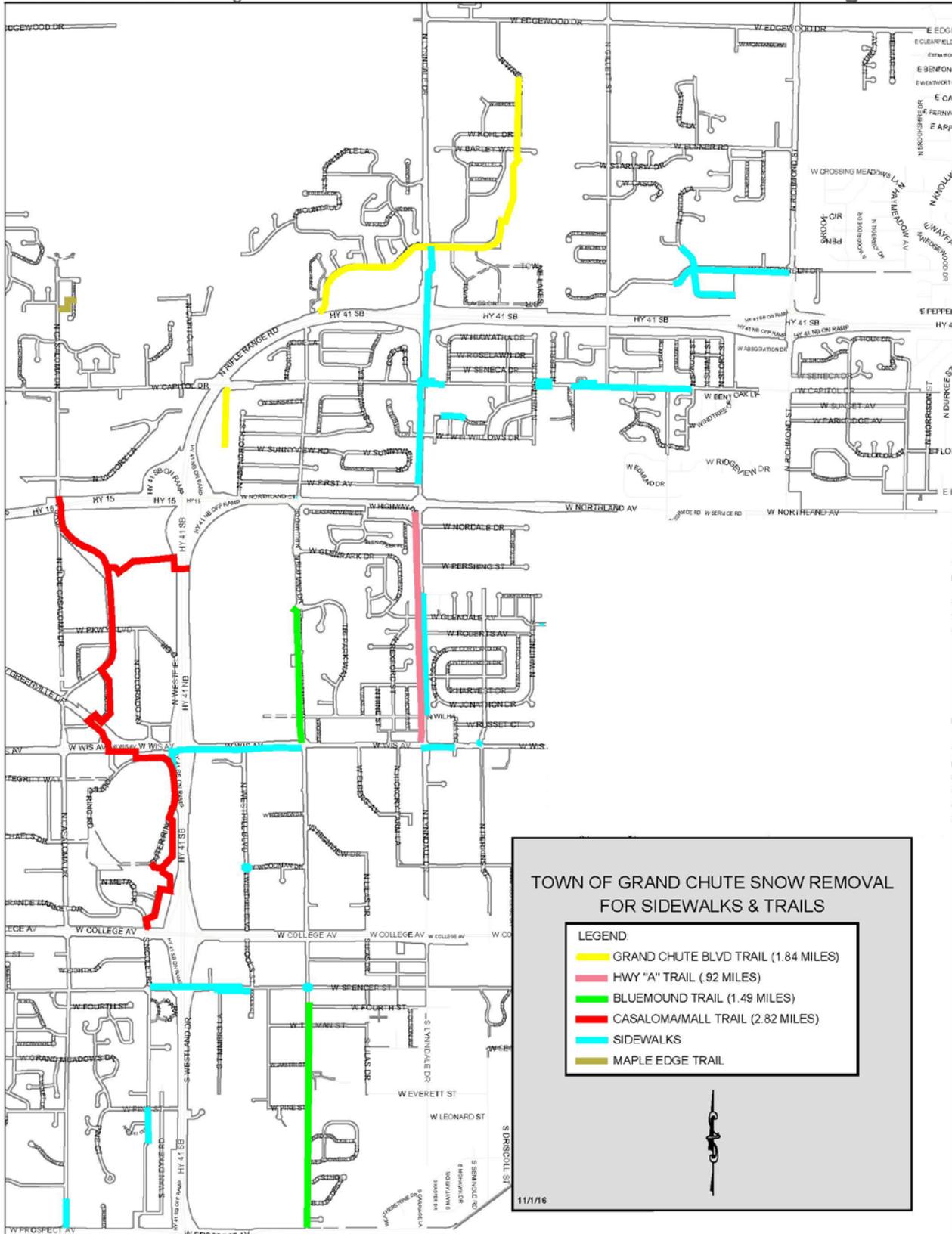
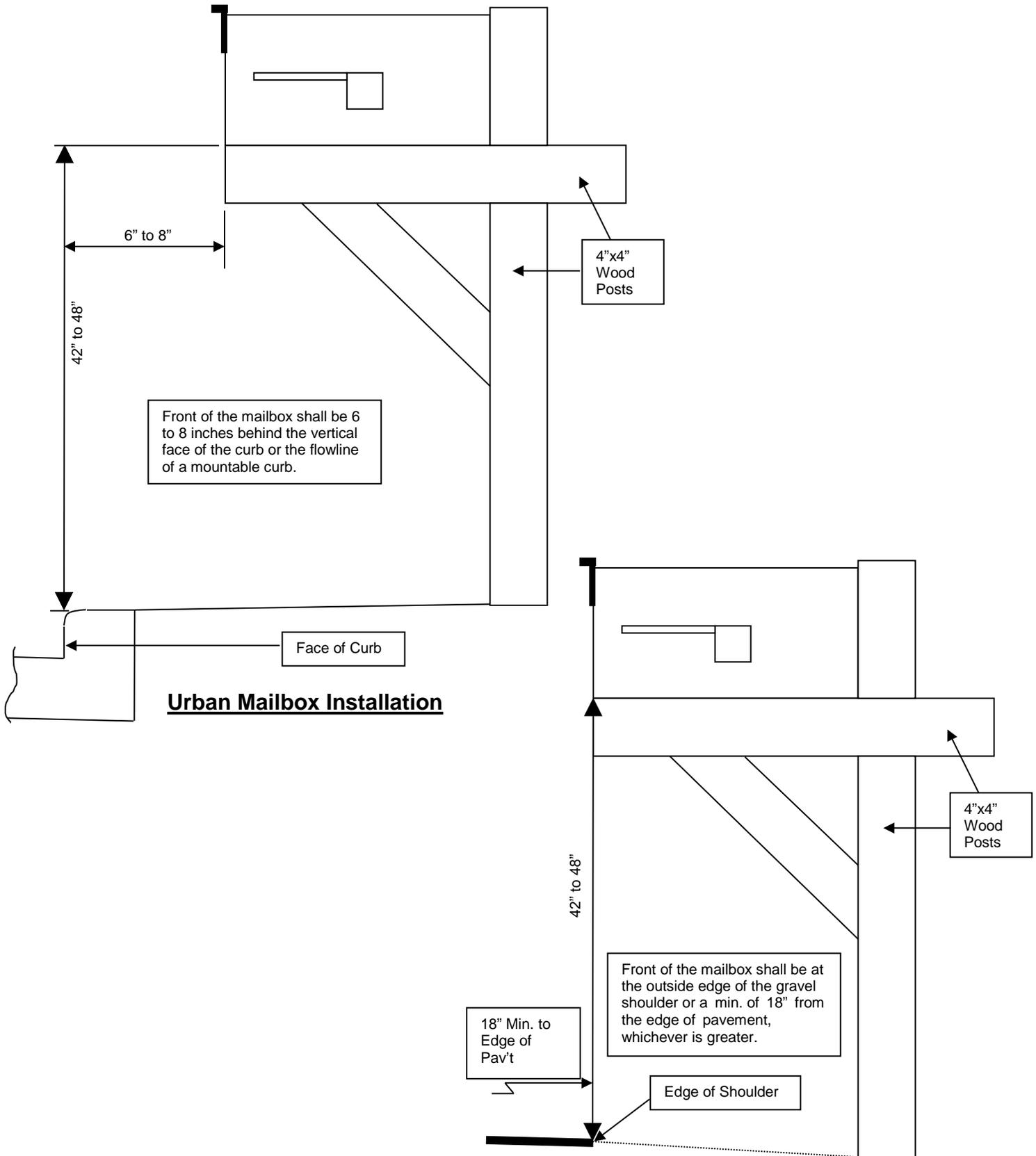


FIGURE 4
Standard Mailbox Installation



APPENDIX A

RELEVANT SNOW ORDINANCES

§ 398-5. Depositing of snow on public rights-of-way.

A. No person shall remove or cause to be removed any snow or ice from a premises owned or occupied by that person or from any residence, parking lot, parking area, filling station, business property or other property owned or occupied by said person by placing said snow onto any public right-of-way or property. Snow removed from public walks shall not be stored in any manner which will obstruct or limit vehicular or pedestrian vision, movement or access.

B. The deposit of any snow or ice upon any sidewalk, alley or road or street of the Town of Grand Chute contrary to the provisions of this section is hereby made to be a nuisance, and, in addition to the penalty provided for the violation of this section, the Town of Grand Chute may summarily remove any snow or ice so deposited and cause the cost of said removal to be charged to the owner of the property from which said snow or ice has been removed, and upon failure to pay the same may be charged as a special assessment upon the tax bill to the owner of property from which the snow or ice removal was necessitated.

C. The penalty for violation of this section shall be as provided in § 398-16 of this chapter.

§ 468-5. Encroachments and construction in Town right-of-way.

E. Mailboxes. Mailboxes shall be installed in accordance with United States Postal Service regulations but as far from the Town roadway pavement as those regulations allow. Mailbox supports and attachments shall be strong enough to withstand the pressure and thrust of plowed, wet snow but shall not be so formidable and massive as to damage vehicles and cause serious injury to people who may accidentally strike them.

§ 468-7. Sidewalks.

A. Snow and ice removal.

(1) Removal from sidewalks. The owner, occupant or person in charge of any parcel or lot which fronts upon or adjoins any sidewalk shall keep said sidewalk clear of all snow and ice. In the event of snow accumulating on said sidewalk due to natural means and/or by any other means, said sidewalks shall be cleared of all accumulated snow and/or ice within 24 hours from the time the snow ceases to accumulate on said sidewalk. Sidewalks are to be kept clear of snow and ice to their maximum width. In the event that ice has formed on any sidewalk in such a manner that it cannot be removed, the owner, occupant or person in charge of the parcel or lot which fronts upon or adjoins said sidewalk shall keep the sidewalk sprinkled with sand and/or salt to permit safe travel by pedestrians.

(a) Exceptions. In single- and two-family residential zones, in the event that the subject property has multiple frontages, the property owner shall not be responsible for clearing the sidewalk on the frontage to which access is physically or legally restricted. Town crews shall be responsible for snow or ice removal in this area.

(2) Notice and removal of snow from sidewalks. If the owner, occupant or person in charge of any parcel or lot which fronts upon or adjoins any sidewalk shall fail to keep said sidewalk clear of snow and ice as set forth in Subsection A(1), the Street Superintendent or Town law enforcement officers shall take the following action:

(a) Hazardous conditions. If the Street Superintendent or Town law enforcement officer determines that the failure to remove the snow and ice from the sidewalk creates an immediate danger to the public health and/or safety, he/she shall cause the issuance of a written notice to the owner, occupant or person in charge of any parcel or lot directing that the snow and ice be removed within two hours from the delivery of the notice. In the event that the property owner, occupant or person in charge of said parcel or lot is unavailable to receive a written notice, the

Street Superintendent or police officer shall immediately cause the removal of the snow and/or ice. The Street Superintendent or police officer shall send a written notice to the last known address of the property owner notifying the owner that a hazardous condition existed which required immediate abatement.

(b) Nonhazardous conditions. If the owner, occupant or person in charge of the subject parcel or lot fails to remove the snow within the time period established in Subsection A(1), the Street Superintendent or police officer shall cause the issuance of a written notice to said owner, occupant or person in charge of the subject parcel or lot directing the responsible person (as defined) to remove said snow and ice no later than 12:00 noon of the day following the issuance of said notice. The written notice shall be hand delivered when possible or mailed to the last known address of the owner of the subject property as identified on the records in the Town Assessor's office.

(c) Snow and ice not to encroach. In accordance with § 398-5, no person shall push, blow, shove or in any way deposit any snow or ice onto any public street, alley, sidewalk or public lands dedicated to public use.

(3) Enforcement. The Street Superintendent, his designees and all sworn police officers are hereby authorized and directed to enforce the provisions of this section.

(4) Continued violations. Each twenty-four-hour period where a violation occurs shall constitute a separate offense under this section for enforcement purposes. Repeated violations or subsequent additional accumulations of snow and/or ice shall not nullify any pending notice issued under this section.

(5) Abatement after notice. Failure of the owner, occupant or person in charge of any parcel or lot to cause the removal of snow and/or ice within the time established under Subsection A(2)(a) and (b) after receiving a written notice shall result in the Street Superintendent causing the removal of said snow and/or ice.

(6) Expense. An account of the expenses incurred by the Town to abate the snow and/or ice hazard shall be kept, and such expenses shall be charged to and paid by the parcel or lot owner. Notice of the bill for the removal of snow and/or ice shall be mailed to the last known address of the owner of the parcel or lot and shall be payable within 30 calendar days from the receipt thereof. Any unpaid costs and expenses that remain after 30 days shall carry an interest charge of 12%. Repeat violations shall be subject to a charge which is double the actual costs to abate the snow and/or ice hazard. Any costs not paid by October 1 in any year shall be entered onto the tax roll by the Town Clerk as a special tax as provided by § 66.0907(5), Wis. Stats. *Editor's Note: Amended at time of adoption of Code (see Ch. 1, General Provisions, Art. II).*

(7) Penalty. In addition to the provisions set forth in this section, any person, firm or corporation who or which violates the provisions of this section shall be subject to a penalty as provided in the Uniform Forfeiture and Bond Schedules.

§ 515-4. Parking, stopping and standing regulated.

C. All-night parking regulated.

(1) When signs have been erected at or reasonably near the corporate limits of the Town as provided in § 349.13, Wis. Stats., no person shall park any motor vehicle on any street or road in the Town of Grand Chute for a period of time longer than 30 minutes between the hours of 2:00 a.m. and 6:00 a.m. from November 1 of each year to April 1 of the following year.

(2) In addition to the penalty set forth hereinafter, any police officer may cause any vehicle parked in violation of this subsection to be moved to a public parking lot or garage, and the cost of moving and storage shall be paid by the owner or operator of said vehicle, and the law enforcement authority of the Town of Grand Chute shall hold said vehicle until all charges of moving and storage have been paid.

D. Snow emergencies.

(1) Definitions. As used in this subsection, the following terms shall have the meanings indicated:

EMERGENCY SNOWSTORM - One in which snow is gathering in such a manner as to produce a congestion of traffic or impede the operation of emergency vehicles.

EMERGENCY VEHICLE - Includes police cars, fire-fighting apparatus, ambulances, rescue squad cars and Town-owned or Town-hired snowplows, snow removal equipment, and machinery.

(2) Declaration of emergency. A snow emergency is in existence when the Chairperson or his designee declares an emergency to exist in the Town of Grand Chute by reason of an emergency snowstorm. Said emergency is declared to continue for a period of 48 hours after declaration or until such earlier time as snowplowing operations have been declared completed by the Director of Public Works.

(3) Notice of emergency. The Chairperson or his designee may declare a snow emergency through the press, radio or other public means of communication.

(4) Parking prohibited during emergency. No person shall park any vehicle on any street, alley or public parking lot during the period of a snow emergency, or immediately thereafter, until such street, alley or public parking lot has been cleared of snow.

(5) Removal of vehicles. Whenever such an emergency exists, as hereinbefore defined, and any vehicles are illegally parked, stopped, or standing in such a manner as to prevent or impede snow clearance or removal in any manner upon any street, alley, highway, or public parking lot, the Director of Public Works or his designee shall be authorized to move or remove such vehicles, where such vehicles will no longer prevent or impede such aforesaid snow clearance or removal. Towing fees will be assessed against the violator in addition to any and all fines.

APPENDIX B

S:\DPW\Winter Maintenance\SNOW EMERGENCY Declaration.doc



DEPARTMENT OF
PUBLIC WORKS

SNOW EMERGENCY DECLARED

The Town of Grand Chute is declaring a snow emergency in accordance with Town Ordinance 515-4D Snow Emergencies. The declaration shall take effect at **(insert time)** **(insert day)**, **(insert date)** and remain in effect until **(insert time)** **(insert day)**, **(insert date)**.

- 24-hour per day prohibition of on-street parking is imposed
- No special parking permission granted by police
- Vehicles found in violation may be ticketed and towed at the owner's expense
- Avoid traveling on town streets unless absolutely necessary until storm ends and streets have been plowed.

ISSUED: _____

By: _____

Title: _____