

# 2015-2016 Snow Season

## Ypsilanti Snow Removal Policies



Prepared by the City Manger's Office  
Created November 2015  
Last Updated January 14, 2016

# Snow Removal Season

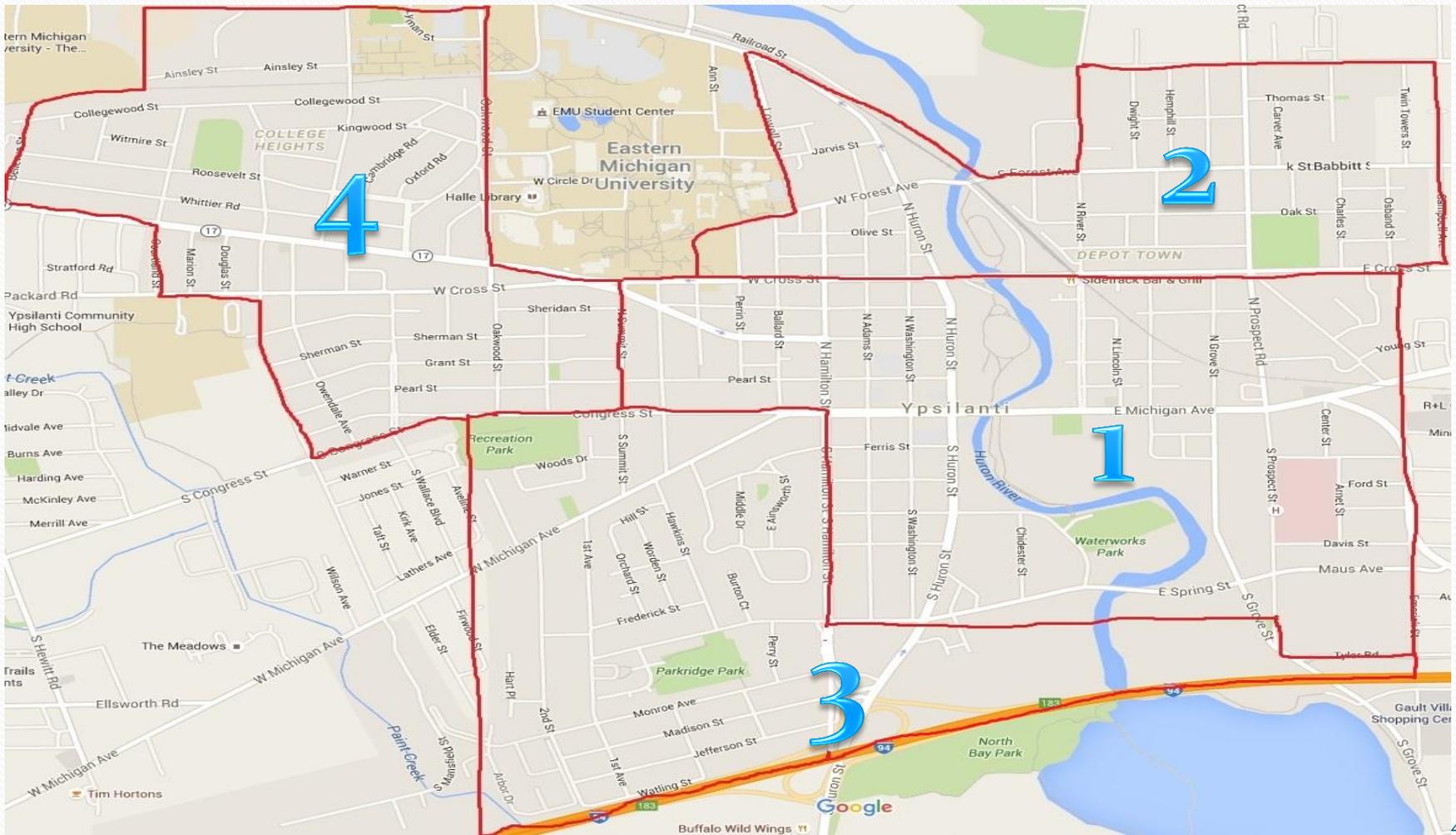
- Snow removal season is from October 1 – May 31.
- Snow removal season notice was published in accordance with Section 94-135(a)
  - October 5, 2015 on the City's website
  - October 8, 2015 in the Washtenaw County Legal News

# Code Enforcement Process for Snow Removal (Sidewalks)

- The Ordinance Enforcement Officer inspects major walkable areas, businesses and residential sidewalks.
- The Ordinance Enforcement Officer issues blight violations after 24 hours have passed since the accumulation of snow.
- The Ordinance Enforcement Officer will arrange abatement services by the City's Contractor if the owner fails to clear the property.
- The Building Department will mail abatement bills to the property owner that include the City's administrative fee. If not paid within 45 days, it will be assessed to the property.



# Code Enforcement Walkable Zones



# DPS Street Plowing

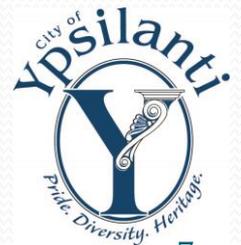
- The Department of Public Services (DPS) removes snow within 24 hours of first accumulated inch on ground
  - Priority 1: State Trunklines
  - Priority 2: Major Streets
  - Priority 3: Local Streets
  - Priority 4: City owed parking lots
  - Priority 5: City Alleys
  - Priority 6: Sidewalks in front of City owned properties that are not City facilities

# DPS Plowing City Parking Lots

- If snow fall exceeds 3 inches, parking lots will be cleared within 48 hours after snow fall has ended.
- A crew will be brought in between 3:00 am and 6:00 am to clear parking lots.
- Parking lot entrances will be posted 24 hours prior to clearing, using the following signage: “No Parking between 3:00 a.m. - 6:00a.m., Violators Will Be Towed”
- Residential parking permit holders will be notified in advance by the DDA via internet and or e-mail, to use on- street parking other than parking cut-outs.
- Residential parking Permit holders will not be ticketed or towed from on-street parking while lots are being cleared of snow

# DPS Plowing On Street Parking Cut-Outs

- Parking cutouts in the downtown area will be posted with the following signage: “No Parking, Tow Away from 3:00 a.m. to 6:00 a.m.”
- Ypsilanti Police Department will have violators towed to allow the DPS crew to remove snow from these areas.



# DPS Plowing Schedule

- City owned parking lots: South Huron, North Huron, Adams Street, Pearl/N. Washington Street, Ballard Street, Upper City Hall, Lower City Hall (Including Bank of Ann Arbor Parking Lot), Recreation Park (Senior Center), Depot Town (Freight House), Depot Town (Frog Island), Maple Street Lot.
- On-Street Parking cut-outs: Michigan Ave.(Huron River Bridge to Ballard St., N. Huron (Michigan Ave. to Pearl St.), Pearl Street (N. Huron to Adams St.), S. Washington (Ferris to Michigan Ave.), Cross St. ( N. River St. to Huron River), Cross St. (Washington to Normal St.).

# New DPS Snow Tractor



# City Contractor for Snow Removal Services

- The City issued a Request For Bids (RFB) for snow removal services in 2015 and has selected a primary contractor and secondary contractor.
- The City engages with the contractor as follows:
  - Private Property: Ordinance Enforcement will contact the contractor for abatement services
  - Public and City-Owned Property: DPS will contact the contractor for abatement services
- Property owners will be mailed a bill for City contractor services, including an admin fee; if not paid within 45 days, the bill will be assessed to the property.

# Action Items/Future Plans

- City staff has brainstormed other ways to be more efficient in clearing parking lots and streets of snow and ice when the City Manager declares a snow emergency. Some of the ideas:
  - DPS updating its standard operating procedure to specify which roads and parking lots will be cleared first.
  - Mapping out where snow removal will start by designating sections of the City as Zone A and Zone B.
  - Parking lots could also be marked with a Zone A sign or Zone B, closing one zone of the parking lot for the day as the snow is removed, so cars can still park.
  - Sending out notices to residents informing them of what zone they are in and when they will need to move their vehicles

# CONCLUSION

- The City would like to properly communicate how we plan to go about snow removal for winter 2015-2016. A copy of this presentation will be available in City Hall and be posted on the City's website.
- One new provision of the City's contract for snow removal services will be to call the City Contractor if snow is not able to be removed from public property by DPS within 24 hours of first inch of snow.
- The costs for the new snow removal contract will be determined at the end of season, this way the City will not underestimate how much we spend on snow removal. Our goal is to not exceed \$25,000 for the season.
- The City wants to continue to create future plans that will make clearing snow and ice more efficient and cost effective.

# APPLICABLE CITY ORDINANCES

## Section 94-133: Removal of Snow

The occupant, manager, owner of every lot or parcel of land adjoining any sidewalk or publicly owned rights-of-way that convey pedestrian traffic exclusively and the owner, manager, or owner/agent of any parking lot within the scope of this article must, clear from those surfaces all snow, fallen, drifted or in any other manner accumulated within 24 hours from the first accumulation of an inch or more.

# APPLICABLE CITY ORDINANCES

## Section 94-134: Removal of Ice

The occupant, owner, manager, or owner/agent of every lot or parcel of land adjoining any sidewalk, or publicly owned rights-of-way that convey pedestrian traffic exclusively and the owner, manager or owner/agent of any parking lot within the scope of this article must, if practicable, immediately remove from those surfaces any ice formed and or accumulated. When immediate removal or ice is impracticable, sand, salt or other chemicals or materials must immediately be spread upon the ice in such manner and in such a quantity as to prevent the surfaces from being slippery and dangerous to pedestrians or motor vehicles, and the owner must remove such ice as soon thereafter as removal is practicable.



# APPLICABLE CITY ORDINANCES

## Section 94-135: Notice to Remove

- 94-135 (a): The City Manager will give general notice of required snow and ice removal at least once each snow/ice season by public notice. Notices must set forth requirements of section 94-133 and 94-134 of the City.

# APPLICABLE CITY ORDINANCES

## Section 94-136: Failure to Clear

- **Removal by city.** If snow or ice is not removed or treated as required in sections 94-133 and/or 94-134, the city may cause such snow or ice to be removed. The owner of the property shall then be charged the actual cost of the sidewalk clearance, plus an administrative fee as set by resolution of council. If that charge is not paid within 45 days, it may be assessed against that parcel.
- **Blight violation.** A person who violates any provision of sections 94-133 and/or 94-134 is responsible for a blight violation. Repeat offenses under this article shall be subject to increased fines. Each day that the condition of accumulation of ice or snow shall continue after the first day of violation shall constitute a separate offense and shall bear a separate penalty.