

***City of Box Elder***  
***Snow Removal Policy***  
***May 14, 2019***

***PRIORITY I: Emergency Routes***

Streets designated as “Emergency Routes” for emergency services operations.

***PRIORITY II: Major Arterial and Major Collector Routes***

These streets shall include the connection to the interstate, school bus routes, connectors to the Emergency Routes.

***PRIORITY III: Residential Routes***

This category shall include all other streets and residential routes within the City of Box Elder.

***PUBLIC WORKS DEPARTMENT SNOW REMOVAL ACTION PLAN***

***Snow Event under 3 inches:***

1. Monitor street conditions at start of event.
2. Apply Sand or Deicing agent to intersections and critical roadway areas as needed
3. Plow Priority I & II routes as needed.

***Snow Events greater than 3 inches:***

1. Plow Priority Routes I & II first
2. Plow Priority Routes III upon completion of Priority Routes I & II
3. Apply Sand or deicing agent as needed

***Snow Emergency Event:***

1. The City may declare a Snow Emergency Event taking into consideration climatic conditions, moisture content of snow, depth of snow, winds or road closure status from Pennington County or the South Dakota Department of Transportation.
2. Typically, snowfalls of 12 inches or greater will constitute a Snow Emergency. However, other weather conditions such as winds may prompt a declaration for lesser amounts of snow.

***Winter Weather Operation Policy***

The first and primary goal for snow removal will be to keep the Priority I & II streets open. Once this is assured Priority III streets will be addressed. The City will not plow Snow from Private Property. Alleys are not plowed during any event. The amount of snow and conditions during each event will dictate the time required to remove snow and the extent to which the streets are plowed. City crews will return to an area to improve access only after all areas have been opened to allow for access in and out. In Priority III areas the primary goal will be to insure all people have access in and out, which in extreme cases may mean one lane access.

If Interstate 90 thru Box Elder is closed by the SD DOT, Pennington County has issued a “No Travel” alert, or the Box Elder Police Department has issued a “No Travel” notice, there will be no snow plowing within the City.

### ***Vehicle Parking on City Streets***

No Parking of vehicles on City Streets in Priority I & II areas will be allowed for any snow event. Vehicles parked on the streets in Priority III areas will be required to be moved during plowing operations. If the snow plowing crew find vehicles parked on a street during plowing operations, they will be allowed to bypass the street if they cannot comfortably and safely plow past the parked vehicles. Vehicles left on streets during plowing operations are subject to ticketing and/or towing.

### ***Residential Snow Removal, resident responsibilities***

- **Do** Clear Sidewalk adjacent to your property from ice, snow, and obstructions as soon as possible after the end of a snow event (generally within 24 hours)
- **Do** clear snow around mailboxes and mailbox approaches
- **Do** try to time our snow removal after plows have passed
- **Do** keep fire hydrants adjacent to your property accessible
- **Don't** interfere or obstruct snow removal operations
- **Don't** park on a Priority I or II street during a snow event
- **Don't** park on the street during the snow removal operations
- **Don't** place snow from sidewalk or driveways on the City street or in the boulevards

**Private contractors and residents may not place snow from private property on the city streets, on the public right-of-way, or push snow across a street to another property.**

Annually the City Council may choose to advertise for “Emergency Snow Removal Services” to be provided by local contractors. “Emergency Snow Removal Contractors” would be available to the Public Works Department to use as support in times of extreme weather events or emergencies. “Emergency Snow Removal Contractors” would provide service only when directed by the Public Works Director or his assigned agent. “Emergency Snow Removal Contractors” would be paid based upon the applicable and most recent FEMA rate scales for equipment and labor and would be required to show proof of appropriate insurances required by the City.

