

Policy 33

Snow Operations Policy

There are no annual public works activities that have more uncontrollable factors and that have more impact on our community than winter snow and ice control operations. Most of those uncontrollable factors relate to weather, the amount of snowfall, the rate of snowfall, the duration of the storm, conditions (wind or mixed with rain) and the type of snow (wet or dry). These factors impact the planning of resources and associated costs, including manpower, equipment and materials.

Hanover Township budgets sufficient funds for winter road maintenance operations. The Public Works Department services 62.14 miles of township roads.

We have developed a snow plan which coordinates as many as fifteen (15) drivers in specific areas of the Township. The Board of Supervisors also provides for the hiring of additional plows and/or plow operators in the event of a “major” snow and/or ice event.

Our priority policy for addressing road clearing is:

- Main and collector roads
- Emergency facilities; CRPD headquarters & HTVFC
- Developments
- Cul-de-sac bulb clearing & intersection cleaning
- Township owned property and sidewalks

Operations may deviate from the above priority list in the case of unforeseen emergency requirements such as ambulance, fire or medical emergencies. It is the policy of Hanover Township to clear all roads from “curb to curb” or “edge of street” in anticipation of future storms and provide safe traveling for the motoring public as well as safe access for emergency vehicles and personnel.

Heavier populated areas of the township present a problem for snow removal due to vehicle parking. Always remove your vehicle from the roadway park in your driveway or elsewhere even when a Snow Emergency and Parking Ban are not declared.

The Board of Supervisors has adopted the “right-of-way” policies of PennDOT and neighboring municipalities. The policy references the placement of trees, flower gardens, fences, mailboxes, posts, etc., along the roadway. The Township will not reimburse for any damages to items placed in its “right-of-way” caused by snow removal. It is not the intent of any employee of Hanover Township, or sub-contractor, to willfully cause damage to property. Our equipment does discharge snow in driveways during the course of snow plowing. This is not done with willful intent, but is a result of normal plowing operation and the moving of snow. We will not pick up the plow blade or align the angle differently if requested.

Hanover Township may find it necessary to declare a “Snow Emergency” when the **anticipated effects** of the weather dictate. When Hanover Township declares a “Snow Emergency” it is

broadcast on WAEB – 790 AM, WFMZ – Channel 69, via the Hanover Township Email Alert System and other broadcast and social media outlets. **If the Township declares a “Snow Emergency” parking on all Township streets is prohibited and vehicles may be tagged (\$100 fine) or towed at the owner’s expense.** (§172-29 of the Codified Ordinance reads: Whenever a snow emergency has been declared it shall be unlawful for any vehicle to be abandoned or parked, on any public highway.)

Hanover Township is not responsible should these outlets not broadcast a message in a timely manner after notification. Please plan your activities accordingly with predicted or actual snowfall or icing events. Your assistance and patience will aid us in providing a reasonable level of service during the winter months.

Departure from Policy

The Township recognizes that conditions may be so unusual or unexpected that a departure from this general policy should be authorized. Therefore, when conditions warrant, the Township Manager, or in his absence, the Public Works Director, may order a departure from this policy when, in the opinion of the Township Manager and Public Works Director conditions require such action.

No Duty or Right Created

The purpose of this policy is to establish information for our residents, the business community and visitors to the Township of Hanover regarding snow and ice control. This is not construed to create any duty to any individual, person or entity. This policy does not provide any special protection or duty to any particular individual or groups of individuals. No additional rights shall be granted to any individual or entity by adoption and enforcement of this policy. This policy may be affected in total or in part due to equipment breakdown, weather conditions, inadequacy of equipment, state or federal regulations, shortage of personnel, and any other unforeseen, uncontrolled, or unanticipated acts.

Helpful Snow Plowing and Shoveling Information

- 1) Our crews do not intentionally plow in the ends of your driveways. In most storms we make several passes to open up the street and come back later to clean “curb to curb” or to the “edge of the road.” If possible, please delay cleaning the end of your driveway until the Township Public Works Department has completely cleared your street.
- 2) When shoveling or plowing your driveways place the snow to the right as you face the road from your home. Our plows *usually* come from the left and any snow placed to the left of your driveway will be pushed across the front of your driveway as the plows pass.
- 3) Do not park on municipal roadways when snow is in the forecast. Cars left on the roadway force plows to maneuver around them, slowing down plowing operations and resulting in piles of snow being left in the roadway. Additionally, you assume all liability if one of our plows causes damage to your vehicle.

The Township has enacted certain ordinances which cover this matter. To follow are the applicable sections of the Township's Codified Ordinance:

§172-26 In order to facilitate the movement of traffic and to combat the hazards of snow and ice on the snow emergency routes as designated by the municipality, the municipality, in its discretion, may declare a snow and ice emergency (designated as a snow emergency). Information on the existence of a snow emergency shall be given by the municipality through radio, newspaper or other available media, and information on the termination of the emergency may be given by use of the same media. A declaration shall be effective immediately and shall not be dependent on the advertisement through the media.

§172-29 Whenever a snow emergency has been declared it shall be unlawful for any vehicle to be abandoned or parked, on any public highway.

§172-31 The owner of any vehicle found in violation of any sections of this Ordinance shall pay a fine of \$75 for each violation, if payment is received by the CRPD or the Code Enforcement Officer within five days of the date of the violation, unless a fine in a different amount is specifically set forth herein. If payment is received after five days but within 10 days of the date of the violation the fine shall be \$100 for each violation. If payment is not received within the ten-day period, the CRPD or Code Enforcement Officer shall file a citation with the District Justice and, upon conviction, the violator shall pay a fine of \$200 plus costs of prosecution.

- 4) Do not place snow on the roadways. Placement of snow from sidewalks, driveways and/or parking lots onto municipal roadways is prohibited by Township Ordinance and makes plowing and cleanup by the Public Works Department staff more difficult.

The Township has enacted certain ordinances which cover this matter. To follow are the applicable sections of the Township's Codified Ordinance:

§172-28 It shall be unlawful for the owner, occupant, or tenant of any property to place, throw, dump, or pile any snow or ice removed from such property upon or into any sidewalk, curb, gutter, alley, highway, or to permit or cause the same to be done by any other person or persons, partnership, firm or corporation. It is hereby declared that removal and disposal of snow and ice from such property is neither directly nor indirectly a function or responsibility of the municipality, and that, if the owner, occupant or tenant of any property shall desire or require that such snow and or ice be removed from such property, it shall be the sole responsibility of such owner, occupant or tenant, as the case may be, to remove the same and to transport it to a place of disposal other than a sidewalk, curb, gutter, alley or highway.

- 5) Township Ordinance requires that homeowners and commercial establishments clear their sidewalks of snow and ice within **forty-eight (48) hours** after the completion of the Township's snow removal operations.

The Township has enacted certain ordinances which cover this matter. To follow are the applicable sections of the Township's Codified Ordinance:

§155 14 C Where curbs and/or sidewalks have been constructed pursuant to any of the regulations provided herein, the abutting property owner shall be responsible for:

C. Clearing sidewalk of snow and ice as hereinafter provided:

(1) Within 36 hours of the termination of any fall of snow or accumulation of ice, a path must be cleared through a sidewalk allowing pedestrians to safely pass;

(2) Within 48 hours of the termination of the Township's snow removal operations, the entire width and length of the sidewalk must be cleared; and

(3) If the fall of snow exceeds six inches, or the natural accumulation of ice exceeds one inch, the Township Manager may, by public announcement or other appropriate notice to residents of the Township, set such longer period as may be appropriate for the clearing of said snow.

- 6) If there is a fire hydrant on your property, please uncover it so emergency services personnel will be able to access them in an emergency.

Adopted October 13, 2020