

**CITY OF CENTER POINT**

**SNOW PLOWING AND ICE CONTROL POLICY**

**Subject:** Snow Plowing and Ice Control

**Approved By:** City Council

**Effective Date:** September 8, 2015

**Amended on:** January 23, 2018

**Resolution #:** 2015-111  
2019-122  
2026-06

October 8, 2019

January 13, 2026

**PURPOSE:**

The purpose of this policy is to outline procedures related to Snow Plowing and Ice control in the City of Center Point.

**SCOPE:**

This policy applies to all residents, visitors, and vehicle operators within the city limits during declared snow emergencies.

**POLICY AND PROCEDURE**

***Policy***

The City of Center Point will provide snow and ice control in a safe and cost-effective manner, weighting environmental impact, safety, budget, equipment, availability of deicing materials, and personnel concerns. A reasonable level of service for clearance of snow or ice of the street system during the winter months is necessary for routine travel and emergency services. This Policy supersedes all previously written or unwritten policies of the City regarding snow and ice removal. The Public Works Department will review this policy periodically and will make recommendations as needed to the City Council and City Administrator.

***When Snow or Ice Control Operations Begin***

The Public Works Director, City Administrator or Mayor will decide when to begin snow or ice control operations based on the following criteria:

- Icy conditions
- Snow will be removed when:

- Accumulations of two (2) inches of snow; the Emergency Routes only will be plowed. (See Exhibit A)
- Accumulations reach three (3) inches or more; the entire city will be plowed.
- Public Works will clean up and plow appropriate accumulations during normal business hours. Public Works will not work overtime unless there is an accumulation of more than 2 inches of snow.
- When blowing and drifting of snow seriously affects traffic

Anytime snowfall is expected to reach or exceed three (3) inches the city will issue a Snow Emergency. This requires all vehicles to be removed from city streets.

Snow Emergency notices will be posted/run on the City's website, social media page (s), and TV Channels KCRG, KGAN and KWWL. The City of Center Point will declare the snow emergency as long as needed to clear streets and have the right to amend the emergency. The City will require NO parking on all streets during a declared snow emergency to allow for safe and efficient snow removal operations Parking may resume on permitted streets once the snow emergency has been lifted.

Failure to remove vehicles from the Emergency Snow Routes while under a Snow Route Parking Emergency may result in vehicles being towed. Towing and storage fees will be charged to the vehicle owner.

It is the City of Center Point's current policy that alleys and private streets are the owner's responsibility for any snow removal activities.

All sidewalks adjacent to private property are the responsibility of the property owner. Sidewalks must be cleared 48 hours after the snowfall has ended, or the City has the right to clear them and invoice or assess the clearing to the property. The City will provide snow and ice control on those sidewalks adjacent to City property as second priority to streets.

If a property owner fails to remove snow or ice from the abutting sidewalk within 48 hours after a snowfall event has ended, and a complaint is received, the City will post notice at the property and 24 hours later proceed to clear and/or salt the sidewalk if it has not been taken care of yet. The cost of this service is \$110 per hour, with a minimum charge of two hours. Continued violations can and will result in a municipal infraction. All fees will be invoiced or assessed to the property owner.

Snow placed in driveways by City plows is the property owner's responsibility for removal. Snow from a private driveway may not be placed on or pushed across a City Street.

Snow placed on sidewalks by City plows is the property owner's responsibility for removal. Snow from a sidewalk may not be placed on or pushed across a City Street.

The City will only clean snow within the confines of curb line to curb line of a street. The property owner is responsible for any other snow cleaning around mailboxes and to assure the mailbox is properly installed behind the curb line and able to withstand snow clearing efforts by the City.

### ***Plow Damage***

During a snow event it is very difficult, at times, for plow operators to judge where curbs and other obstacles are located. If damage occurs to your yard due to plowing operations the City will repair sod damage in a timely manner in the spring.

Upon notice of a damaged mailbox, it shall be the responsibility of the Public Works Director or his designee to investigate the site. The investigator should determine if the damage was done by a direct hit of a plow blade or a window of moving snow. It should also be determined if the damage was caused when City crews were plowing snow. Existing post and mailbox conditions should be considered. Any posts that are rotten or too weak to withstand winter weather will not be the responsibility of the city. Owners should be contacted and present for the investigation if possible.

If the damage is the result of a direct hit by city equipment the city will:

- Replace mailbox which shall be a standard size non decorative type OR reimburse the owner up to \$100.
- Make temporary repairs to the post for mail delivery until weather and time permit for a permanent solution.

Damage determined by the investigator to be from the wave of moving snow will be the responsibility of the owner. All mailboxes must be breakaway and installed according to USPS regulations and allow for Public Works equipment to maintain the streets. Moving the mailbox location must have approval of the local Postmaster.

Custom mailboxes will not be installed by Public Works staff. Custom mailboxes will only be eligible for \$100 of reimbursement regardless of estimated value. Custom mailboxes are eligible for standard replacement only.

The City will assume no responsibility for damage to underground irrigation systems, private lighting systems, trees, shrubs, specialty grasses, rocks, fences or similar landscaping installed in City controlled right-of-way, parking or street during snow plowing or ice control. Those containers are the responsibility of the homeowner/tenant.

### ***How snow will be plowed***

Snow will be plowed in a manner to minimize any traffic obstructions. Generally, the center of the roadway will be plowed first and the snow shall then be pushed from left to

right. The discharge shall go onto the boulevard or parking area of the street. In times of extreme snowfall, the process of clearing the streets of snow may be delayed, and it may not be reasonably possible to completely clear the streets of snow.

Generally, operations shall continue until all roads are passable. Widening and cleaning up operations may continue immediately or on the following working day depending upon conditions and circumstances. Due to safety concerns for the plow operators and the public, operations will be terminated after 10-12 hours to allow personnel adequate time for rest.

Cul-de-sacs will be plowed with one pass along the curb to provide an outlet for the driveways, with snow piled on the side of the cul-de-sac. Crews will clean up the cul-de-sac later that day or the following day as time permits.

The downtown area will be plowed from curb to curb with the snow pushed into piles where feasible.

### ***Priorities and Schedule for how Streets will be plowed***

The City has classified City streets based on the street function, traffic volume and importance to the welfare of the community. Those streets classified as “Emergency Snow Routes” will be plowed first, in addition to Emergency service parking lots. The Emergency Snow Routes are high volume streets, which connect major sections of the City and provide access for emergency fire, police, and medical services. Exhibit A lists the “Emergency Snow Routes”. The second priority streets are those streets providing access to schools and commercial businesses. The third priority streets are low volume residential streets and remainder City-owned parking lots. The fourth priority areas are dead end streets, any alleys as designated by the City Council and cul-de-sacs.

### ***Motorists and Safety Concerns***

Observe all parking bans; this expedites snow removal efforts by City staff.

Remain off the road during snowstorms unless absolutely necessary.

Do not allow children play at the edge of the street or to build snow forts near the street.

Reduce your speed and drive cautiously, remember driving on slick winter pavement is hazardous, even if they have been plowed.

Do not follow plows too closely. During their operation they occasionally have to stop and back up.

## EXHIBIT A

### EMERGENCY SNOW ROUTES-PRIORITY STREETS

Franklin Street	From North Corporate Limits to Lewis Access Road
Lewis Access Road	From Franklin Street to I-380
Grubbs Street	From Franklin Street to Boundary Avenue
Central Avenue	From Grubbs Street to Iowa Street
North Center Point Road	From Lewis Access Road to South Corporate limits
Ford Lane	From Lewis Access Road to Palo Road
Palo Road	From Ford Lane to Trader Street
Rosedale Drive	From Palo Road to Lewis Access Road
Iowa Street	From East Corporate limits to West Corporate limits
Valley Street	From Trader Street to Green Street
Green Street	From West Corporate limits to Main Street
Main Street	From North Corporate limits to Ford Lane
Washington Street	From Main Street to Central Ave.
East 1st Street	From Franklin Street to Boundary Avenue
Mustang Lane	From Lewis Access to end of Lane