



CITY OF NEW FRANKLIN  
SERVICE DEPARTMENT  
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## **SNOW & ICE CONTROL PROGRAM**

The City of New Franklin maintains approximately 252 lane miles of roadway, in addition to municipal parking lots and alleys, in snow removal and de-icing operations.

The Service Department runs two shifts in the winter. First shift runs 7:00 a.m. to 3:00 p.m. and second shift from 7:00 p.m. to 3:00 a.m. Currently, first shift has seven workers to run the seven routes, and two trucks on the second shift to focus on the primary routes. New Franklin has eight large dump trucks with one tandem dump truck for plowing and/or salting operations, divided into seven routes on the day shift. Routes at night focus on keeping primary roads open. Also available, as conditions warrant, is a dedicated brine truck for pre-treating applications. A pickup truck and plow is available for snow removal in parking lots, cul-de-sacs, etc.

Many factors determine the City's response to a snow or ice event, some of which may include the following:

- The temperatures before, during and after the storm event
- The amount of accumulated snow fall
- The duration and intensity of the storm
- The road surface temperature
- The weather forecast for the following days after the initial event
- Equipment breakdowns and turn-around-time for repairs and maintenance
- Manpower available in the event of sickness or fatigue) monitored for safety of the motoring public and equipment operators
- Heavy traffic volume on roads
- Emergency detours as a result of vehicle accidents or infrastructure issues such as water breaks, trees or poles knocked down, etc.

## **Plan of Operation:**

- Pre-treatment utilizing brine with an anti-de-icing agent will be applied to bridges and hills if the forecasted event doesn't include rain transitioning to snow. Otherwise, rain dilutes the material applied.
- When less than two inches of snow is forecasted it is considered a salting event, but when the snow accumulation exceeds two inches, the plowing operation begins.
- When the snow stops falling and after the primary roads have been cleared, the plow trucks move onto secondary residential areas and eventually alleys.
- City personnel will then begin a clean-up effort clearing intersections, plowing designated walks and parking lots, etc.

## **Black or Wet Road Policy:**

Within several hours after the storm has ended, it is the goal of the City to have the road surface exposed, particularly on the primary and secondary collectors. In extreme weather, residential side streets and cul-de-sacs will only be treated to endure passable roads. This policy is designed to reduce the harmful effects to the environment of de-icing materials while balancing public safety with the importance of traveling for a mobile society.

## **Parking Bans:**

While the City of New Franklin does not have a parking ban during the winter months, the City requests residents to please keep their vehicles off the street when the snow exceeds two inches. This will help expedite the plowing operations and prevent damage to private vehicles.

## **Plow Damage:**

On streets that are not curbed, the City of New Franklin is not responsible for damaged lawns, sprinkler heads, downspout laterals, fences, trees and shrubs located within the public right of way. The City will only fix or replace a mailbox if it is physically hit by a plow, not as a result of heavy snow or slush thrown by the plow when clearing a roadway.

## **Incidental Lawn Damage:**

Should a City of New Franklin snowplow truck accidentally slide off the road and cause damage to a lawn, the City will repair the affected area to the condition it was prior to the damage. The repair work for damaged areas will commence as weather permits in the spring. Residents are urged to drive stakes with reflectors or reflectorized markers along the edge of the lawns. This will help the driver identify the edge of the road. City snowplow vehicles are prohibited to be hired at the request of business owners and residents to clear driveways and aprons.

## **PLEASE DO NOT:**

- Plow snow into the street (you or a contractor). This not only increases the City's cost for snow plowing, but also increases your liability if an accident occurs.
- Throw or relocate snow from your driveway or sidewalk into the paved street. This is in violation of Ohio Law (ORC Chapter 55) and will cause a hazardous condition on the street.
- Allow children to occupy forts and similar creations within 15 feet of the edge of the pavement.
- Park cars in driveways within 15 feet of the edge of the pavement.
- Park on City streets, especially during snow or ice events (they may be ticketed and towed).

## **In Addition:**

- Fences should not be within 15 feet of the edge of the pavement.
- Keep basketball devices at least 15 feet from the edge of the pavement.
- Pile most of the snow from the driveway apron on the traffic downstream side. This will minimize visibility problems and will prevent the snow plow truck from throwing the snow back into the drive.
- Place all trash cans and refuse in the driveway, not in the roadway.
- Remove all non-permanent seasonal items from within 15 feet of the edge of the pavement.
- Trim trees so that branches do not extend beyond the back of the curb.
- Consider installing a barrier / structure before the mailbox will help with the snow coming off the plow and damaging the mailbox. See mailbox guidelines below.

## **PLEASE DO:**

- In the interest of your neighbors and your own personal safety, please shovel out nearby fire hydrants.
- Check mailbox postings for failing – this will reduce the possibility of the weight from the snow breaking or pushing the post over.
- Please help keep nearby catch basins and storm water inlets clear of snow and ice to help mitigate street flooding during periods of heavy rains and snow melting periods.

## **Winter Tips:**

- Please give plenty of distance to the snow plow truck for the size makes it harder to start and stop.
- Pay close attention to weather forecasts and heed warning advice and necessary safety precautions.
- Freezing rain and wet snow create the most slippery road conditions.
- When snow, sleet or freezing rain has been forecasted, please stay off the roads if possible.
- For storm information concerning school or business closings, please tune into local radio and television stations as well as utilizing social media if applicable.

**Please be safe and enjoy the winter season!**

# MAILBOX GUIDELINES

Listed below are some helpful guidelines to follow when installing your mailbox:

- Position your mailbox 41" to 45" above ground level.
- Place your mailbox 6" to 8" back from the curb. If you do not have a raised curb, keep the front of the mailbox 14"-18" away from the edge of the asphalt street.
- Put your house or apartment number on the mailbox.
- If your mailbox is on a different street from your house or apartment, put your full street address on the box.
- If you are attaching the box to your house, make sure the postal carrier can reach it easily from your sidewalk steps or porch.
- best mailbox supports are stable, but bend or fall away if a car hits them.

## Installing the Post:

- A 4" x 4" wooden support or a 2" diameter standard steel or aluminum pipe.
- Avoid unyielding and potentially dangerous supports like heavy metal pipes, concrete posts and farm equipment (e.g., milk cans filled with concrete).
- Bury your post no more than 24" deep.

## Maintenance:

Mailboxes take a beating from the weather, so we recommend an annual mailbox checkup to avoid damage to your mail or difficulty identifying your address. If a barrier is installed before your mailbox this will help protect from snow and ice coming off the plow and cause damage to the mailbox.

Tighten loose hinges on the door.  
Take care of rusty or loose parts.

Replace missing or faded house numbers  
Keep the path to your mailbox clear

