

**City of Edmonds Street / Storm Division  
Standard Operating Procedures (S.O.P.)**

**Snow and Ice control**

PHASE I - Freezing temperatures and clear weather indicate that CMA application would be effective.

ACTION - Apply CMA to designated areas.  
Maintain detailed records of location, air temperature, pavement temperature, application rate

PHASE II - Snow alert when 1 - 2 inches of snow is forecast.

ACTION - Alert crews to prepare equipment for snow removal and sanding operations.  
Schedule crews for shift changes.  
Set out "STREET CLOSED" barricades.

PHASE III - The predicted snow event occurs and road conditions deteriorate. Phase III conditions include a 2" or more accumulation of snow, icy road conditions, and a forecast for continuing adverse weather.

ACTION - Adjust schedule changes (8 hour shifts)  
Assign personnel to predetermined snow removal priority routes  
Maintain detailed records of routes plowed and/or sanded, times, and material used.  
Set up "STREET CLOSED" barricades in designated locations or as requested by P.D.

PHASE IV - The snow and ice alert is upgraded when the snow continues and the forecast is for additional accumulation.

ACTION - Adjust schedule to allow fuller coverage (12 hour shifts).  
Request assistance from other departments.  
Maintain communication with police and fire to determine priority routes.  
Setup sandbagging station for anticipated snow melt.

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**Snow and Ice control**  
continued

It is the policy of the Street division to operate snow removal equipment with two person crews. The person riding "shotgun" does not necessarily have to be an operator as their function is to maintain accurate records and traffic control in case of an incident.

Vehicle operation by one person is permissible in single operations such as sanding or chemical applications.

**PLOWING AND SANDING**

Priority and secondary routes will be cleared as indicated on lists. After initial treatment, priority routes will be routinely patrolled during adverse weather. When these routes are cleared and no further attention is necessary, units may be assigned to residential areas.

During route treatment a steady rate of speed cannot always be maintained because of traffic. However, vehicle speed should never exceed 25 mph in town and 30 mph on state highways. Sanders should be turned off when there is oncoming traffic.

On some streets one wide spread is adequate to provide two-way traffic flow; on multi-lane streets on spread each way is necessary.

A combination of two plows working in tandem may be used to clear multi-lane roadways, but under no circumstances will any piece of equipment work against the flow of traffic.

Due to the limited amount of snow removal equipment available, careful attention should be given to routine maintenance. Crews coming off shift should insure the equipment is in good working order by checking the plow, sanders, chains, fuel, etc. Any problems should be reported to the supervisor or to the mechanics directly. The crew coming on shift should be informed of any problems not repaired or any other items of interest.

No loaded sanders will be left outdoors for more than 1 hour during freezing temperatures when not in use.

Please note that these are guidelines only. Depending on the severity of the storm, unforeseen circumstances may, and probably will, occur. The supervisor will have to make decisions as each storm occurs.