

**VILLAGE OF LAWRENCETOWN**  
**POLICY STATEMENT**  
**SNOW REMOVAL POLICY**

**Purpose**

To establish guidelines for Staff responsible for the clearing of snow from the sidewalks, streets, parking lanes and parking lots in the Village of Lawrencetown

**Objective**

The objective of the snow removal policy is to identify the priority by which the snow is removed.

**Policy**

During winter months, staff will make every attempt to clear snow before normal traffic arrives on our streets, sidewalks, parking lanes and parking lots.

This usually means starting the process between 6:00am and 7:00am or earlier, notwithstanding even earlier requirements that may develop during heavy snow events.

This work effort may be interrupted for other emergencies such as water line breaks, meter leaks, and the failure of any equipment necessary for the operation of our wastewater or water utilities.

The parking lots, streets and sidewalks are considered clear when any fallen snow has been removed and the exposed surface is either bare or sanded to reduce slips and falls.

Parking lanes should likewise be cleared and storm drains exposed to allow drainage of snow melt or rain.

**PRIORITY OF CLEARING**

**Commercial District** (Municipal building on the east end of the Village to the Fire Hall on the West end.)

1. Prince Street.
2. An initial single pass on the parking lane of both sides of the street. (Subsequent passes may be necessary after all other areas are addressed.)
3. Parking Lots ( *Works Dept , Old Library, New Library*)
4. Sidewalks on both sides of the commercial district.

**All Other Areas**

Sidewalks on all other streets. (Initial focus to be on walkways used by COGS and LCS students)

Fire Hydrants and excess snow collecting along boulevards.

Storm drains as required.

*Parking lanes on other streets bordered by sidewalks*

*Boulevards*

*Bridge Side lanes and water outlets*

*Water Main Valves Clear of Ice and snow*

*Sidewalk drain at east end of Main street just past Municipal Building (Rhoddy Slauenwhite's)*

*Access to Lift Stations*

*Bus Stand (East end of Village)*

*Fire Dept River road and Dry Hydrant Access*

*Access Roads to Water Reservoir and Waste Water Lagoons*

**Overtime**

The Village Commission understands that there may be occasion where the effort will require more than a single employee. In the event that this is needed, the first person to be contacted for assistance will be the employee that is not currently on call. If that employee is either not available, or unwilling to work, a qualified individual in the community may be contacted to assist with the snow removal.

APPROVED BY THE LAWRENCETOWN VILLAGE COMMISSION

DATED: \_\_\_\_\_, 2010

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COMMISSION CHAIR

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CLERK/TREASURER