



INTEROFFICE MEMORANDUM

Date: December 19, 2013

To: Code Services Staff

From: Brad Claussen, Building Official

Subject: Guidelines for addressing snow and ice removal on sidewalks

After measureable snowfall, city ordinance 30-71 requires that snow and ice be cleared from the public sidewalks within 36 hours of the cessation of the precipitation. For consistency purposes, the Building Official will determine when that time occurs. After the 36 hours elapses, department personnel may begin enforcing ordinances related to these snow events. When planning to inspect walks after a snow event, the following guidelines shall be used to determine priority for areas around the listed locations in the order shown. The school priority order was determined based on data supplied by USD 383 indicating the number of children who are not bussed at each school.

1. Complaints
2. Northview School
3. Marlatt and Theodore Roosevelt Schools
4. Frank Bergman and Amanda Arnold Schools
5. Anthony and Eisenhower Middle Schools
6. Bluemont and Woodrow Wilson Elementary Schools
7. Lee School
8. MHS East Campus
9. MHS West Campus

Following that list, if staff time is still available, high pedestrian traffic area's around the university and commercial zones in the city will be inspected.

In locations where complaints have not been received, door hangars may be used prior to posting with accelerated abatement notices. Also, other department personnel may be utilized to help post notices in order to increase efficiency in handling the follow up to snow events.