

VILLAGE OF LOMBARD
REQUEST FOR BOARD OF TRUSTEES ACTION
For Inclusion on Board Agenda


_____ Resolution or Ordinance (Blue) _____ *Waiver of First Requested*
 X Recommendations of Boards, Commissions & Committees (Green)
_____ Other Business (Pink)

TO: PRESIDENT AND BOARD OF TRUSTEES

FROM: David A. Hulseberg, Village Manager

DATE: March 10, 2011 (B of T) DATE: March 23, 2011

TITLE: Village Board Policy Memorandum
Commercial Corridor Snow Removal

SUBMITTED BY: Carl Goldsmith, Director of Public Works 

BACKGROUND/POLICY IMPLICATIONS:

Recommendation of the Public Works Committee to approve a proposed Commercial Corridor Snow Removal policy to allow property owners in certain defined areas to place snow from the sidewalk into the roadway.

FISCAL IMPACT/FUNDING SOURCE

None

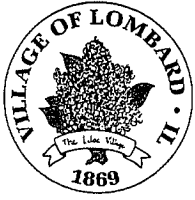
Review (as necessary):

Village Attorney X _____ Date _____

Finance Director X _____ Date _____

Village Manager X _____ Date _____

NOTE: Materials must be submitted to / approved by the Village Manager's Office by 12:00 pm, Wednesday, prior to the Agenda Distribution.



Legistar: 110092

March 9, 2011

TO: Village President and Board of Trustees

FROM: Carl S. Goldsmith, Director of Public Works *Cj*

SUBJECT: Village Board Policy Memorandum – Commercial Corridor Snow Removal

Background

As a result of the After Action Review from the January 31, 2011 – February 4, 2011 blizzard, staff has developed the attached Commercial Corridor Snow Removal policy. The purpose of the policy is to clarify the manner in which commercial businesses may remove snow on the public sidewalks in front of their businesses. The plan is specific to areas where the Village conducts a windrow operation, as property owners in these areas are unable to accommodate snow removal due to the configuration of the parkway.

Pursuant to current Village policy (Section 10-14-16 of the Traffic Code), it is not legal for an individual to place an obstruction in the public way. The proposed policy provides that property owners within the defined areas are allowed to place snow into the roadway, which will then be plowed to the windrow and removed by Village crews during the windrow operation. The policy is only in effect after six inches of accumulation from a single snow event. Additionally, snow must be removed from the walk and placed in the roadway for the windrow operation within 12 hours of the ending of the snow event. Property owners may not place snow from private property into the roadway, but may only place snow from the public sidewalk in the roadway under this policy.

In order to notify the effected property owners/tenants, staff will be looking to utilize the emergency notification system (proposed in the FY2012 budget) and an e-blast system. Information will also be distributed through the Lombard Town Center and other business associations.

The Public Works Committee reviewed the attached policy at their March 8, 2011 meeting and unanimously recommend approve by the Village Board of Trustees.

Recommendation

The Public Works Committee recommends that the Village President and Board of Trustees adopt the Village Board Policy Memorandum – Commercial Corridor Snow Removal.



VILLAGE OF LOMBARD

VILLAGE BOARD POLICY MEMORANDUM

Subject:

Section: 7.D.
Dept.: PW
Date: March 23, 2011
Updated:

I. Purpose

The purpose of this Board of Trustees policy is to clarify how snow removal from public sidewalks will be handled within specific commercial corridors in Lombard where property owners do not have sufficient area to remove snow from the public sidewalk. A map identifying the properties subject to his policy is attached as Attachment "A".

Section 10-14-16 of the Lombard Traffic Code, states,

"Section 10-14-16 Obstructions Prohibited On Public Ways. *It shall be unlawful for any person to place or cause to be placed in or upon any public alley, roadway, street, driveway or sidewalk any dirt, snow, refuse or other obstruction of any kind, or to permit the same to remain thereon longer than is necessary to remove such obstruction to or from the premises abutting on such public way."*

As a result of the proximity of the public sidewalk to the street and on-street parking stalls, certain sidewalks in and adjacent to the commercial corridors are not conducive to clearing snow from the sidewalk and maintaining the snow on the business' property in accordance with 605 ILCS 5/9-130, which states,

"Sec. 9-130. *No person, firm, corporation or institution, public or private, shall plow or remove or cause to be plowed or removed ice or snow from any shopping center, parking lot, commercial or institutional service area or driveway or any other public or private service area or driveway and deposit such ice or snow upon a public highway or along the shoulder or edge of a public highway. Such prohibition shall not pertain to a residential driveway or sidewalk.*

Any person, firm, corporation or institution, public or private, who violates this Section is guilty of a petty offense."

The Village Board of Trustees is desirous to assist businesses in certain defined commercial corridors in safely and effectively clearing the sidewalks in the commercial corridors. In order to accomplish the snow removal the Village will afford properties identified in Attachment "A" the ability to place snow from the public sidewalk into the street for removal by the Village through the windrow operation. The specified commercial corridors shall be defined as the following three areas:

1. St. Charles Road from Elizabeth Street East to Garfield
2. Main Street from Grove Street South to Washington Boulevard
3. WestmoreMeyers Road from Division Street to Maple Avenue.

It shall be illegal for a property owner/tenant to place snow/ice from private property into the public right-of-way under this policy. Only snow from the public sidewalk shall be permitted to be placed into the street for removal by the Village.

The policy will be enacted in accordance with the procedures and guidelines set forth by this Village Board policy.

II. Procedures/Guidelines

A) The policy shall only apply to snow events that produce 6" of accumulation in a single snow event.

B) The Director of Public Works, or his designee, shall contact the affected property owners/tenants that the Business District Snow Removal plan has been activated. Contact shall be made via e-mail blast or the Village's Emergency Response Network.

C) Property owners/tenants will have 12 hours from the end of the snow event to place snow from the sidewalk into the street to be included in the Village of Lombard's windrow operation. Property owners/tenants will not be subject to citations by the Lombard Police Department during this 12 hour period. Any property owner/tenant placing snow in the street following the 12 hour period may be subject to enforcement action by the Lombard Police Department.

III. Legislation/Documentation

A. Public Works Committee – March 8, 2011