

NOTICE TO DDA DISTRICT PROPERTY OWNERS & BUSINESSES

Snow, Ice, and Debris Removal Requirements

The Lake Orion Downtown Development Authority (DDA) is providing this notice as a reminder of the Village of Lake Orion's requirements for maintaining safe and accessible sidewalks during the winter season. These standards are established under the Village Code of Ordinances and apply to all property owners, tenants, and occupants within the DDA district.



Summary of Ordinance Requirements

Responsibility for Sidewalk Snow & Ice Removal

Village ordinance requires **every property owner, occupant, or business** adjacent to a public sidewalk to keep that sidewalk **clear of snow and ice**.

- **Timeframe for Removal:**
Snow and ice must be removed **within 24 hours after the end of any snowfall**.
If compacted ice cannot be immediately removed, it must be **treated with sand or salt** to reduce slipping hazards until full removal can occur.
- **Full Width Clearing:**
The sidewalk must be cleared **full width** so pedestrians can safely pass.
- **Corner Properties:**
Property owners at street corners are responsible for ensuring the **curb ramps and crosswalk approaches** are clear.

Why Compliance Matters

Keeping sidewalks clear is essential to:

- Ensuring safe walkability for residents, seniors, families, and visitors
- Supporting access to downtown businesses
- Reducing slip-and-fall risks and associated liability
- Enhancing the welcoming environment of the downtown district

Your cooperation helps maintain the vibrancy and safety of the Village.

Why am I getting This Notice

Off and on, for several years, the DDA has been able to work closely with the Village Government and coordinate snow removal and salting in the District, including the plowing of DDA parking lots and sidewalk maintenance in the downtown commercial corridor. Last year, this practice saw some confusion, as the focus of services in one area of the DDA District became questioned as fair or reasonable. It was directed that the practice of contracting with the Village for targeted snow removal stop. The DDA did honor that directive, however, to better transition away from the practice, the DDA, for last years 24-25 snow season, elected to contract with the Village DPW one last time to continue basic sidewalk snow and salt services, as well as the five small parking areas that the DDA maintains a contract for public use. That effort is now concluded with the approaching new winter season, which looks to be coming in early December 2025.

The contract with the DPW came at a large cost, which is unsustainable by the DDA and the Village has expressed their preference to simply rely on the long-established ordinance which places the burden of snow removal on the property owners and their tenants. Therefore, except for the public areas defined in the attached policy, and the small leased parking areas of the DDA, all snow removal for your property must abide by the Village Ordinances.

The DDA is planning to provide snow services to the public parking areas that are not being plowed by the DPW, and a map of those areas is attached. Also attached is the adopted snow policy of the Village which outlines when and how roads and others are plowed by the Village.

Questions or Assistance

If you have any questions regarding snow, ice, or debris removal requirements,

Please Contact:

**Village of Lake Orion –
Department of Public Works**

Phone: (248) 693-8391

Or

**Lake Orion Downtown
Development Authority (DDA)**

Phone: (248) 693-9742

Email: gibb@downtownlakeorion.org



Snow Plowing and Salting Policy

Village of Lake Orion

Purpose:

To provide a safe roadway system during the winter months by operating effective and efficient winter road maintenance services. The Department of Public Works is responsible for snow removal and ice control on Village roads, school bus routes, and residential streets.

Policy Overview:

The Village of Lake Orion is committed to providing effective snow plowing and salting services to ensure the safety of residents, businesses, and visitors. This policy outlines the priorities, procedures, and responsibilities for winter maintenance. During a snow or ice weather event, the Department of Public Works (DPW) will closely monitor weather forecasts and road conditions. Additional information on road conditions is provided by the Village Police Department, as well as communications with neighboring road agencies.

Scope:

This policy applies to all public roads, parking lots, and sidewalks maintained by the Village.

Objectives for Winter Maintenance Operations:

1. Reduce the risk to the traveling public associated with snowy and icy road conditions.
 2. Support emergency operations for the Police and Fire Departments.
 3. Prioritize emergency routes for Police, Fire, and EMS, defined as roads where Police, Fire, and EMS are dispatched from.
 4. Enhance commerce within the Village.
 5. Provide cost-effective and fiscally sound use of winter maintenance funds.
 6. Seek new, innovative, cost-effective, and environmentally friendly solutions to winter maintenance methods, materials, and equipment.
 7. Promote better communication with adjoining communities and road agencies to share information on road surface conditions.
 8. DPW will exercise discretion by considering short term forecast as well current weather conditions to maximize efficient use of all resources.
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Prioritization:

1. **Primary Routes (High Priority):**
 - Emergency routes for Police, Fire, and EMS, defined as roads where Police, Fire, and EMS are dispatched from.
 - Major streets and collector roads.
 - Roads with inclines or hills that require additional attention for safe travel.
2. **Secondary Routes (Medium Priority):**
 - Residential streets with moderate traffic volume.

3. **Tertiary Routes (Low Priority):**
 - Cul-de-sacs, alleys, and roads with low traffic volume.
 4. **Sidewalks and Pathways:**
 - Public pathways adjacent to municipal buildings and high pedestrian areas.
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Levels of Service Guidelines:

Category 1: Snowfall Less than Two Inches

- Primary routes, including emergency routes, major roads, and roads with steep inclines, may be plowed and salted as needed, 24/7 during the storm.
- School bus routes are maintained concurrently with primary routes.
- Local residential streets are spot salted as needed during regular business hours.

Category 2: Snowfall of Two-Three Inches

- Primary routes are prioritized and plowed 24/7.
- Secondary streets are plowed edge-to-edge after primary routes are cleared, with operations continuing until all roads are safe.

Category 3: Snowfall of Three or More Inches

- Primary routes remain the focus with additional resources deployed.
 - Local road clearing operations will require more time, with private contractors engaged if necessary.
 - Snow emergencies may be declared, restricting on-street parking.
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Snow Plowing Procedures:

1. **Trigger for Deployment:**
 - Snow accumulation of 2 inches or more or as forecasted by weather services.
 2. **Plowing Schedule:**
 - Operations begin with primary routes and proceed in order of priority.
 - Continuous operations during severe weather events until conditions stabilize.
 3. **Equipment and Personnel:**
 - Village-owned snow plows, salting vehicles, and contracted services if necessary.
 - Staff will rotate to ensure 24/7 coverage during significant storms.
 4. **Curb-to-Curb Clearing:**
 - Where feasible, snow will be plowed to the curb to maximize road width.
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Salting Procedures:

1. **Salt Application:**
 - Applied to primary routes during and after snowfalls to prevent ice buildup.
 - Limited application on secondary and tertiary routes to reduce environmental impact.
 - (Please be advised, salt is not effective in temperatures below 20°F thus DPW staff may make the determination not to utilize salt until temperatures recover above 20°F)
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Resident and Business Responsibilities:

1. **Sidewalks Adjacent to Private Properties:**
 - Property owners are responsible for clearing snow and ice within 24 hours of snowfall.

2. **Parking Restrictions:**
 - On-street parking is prohibited during declared snow emergencies.
 3. **Private Driveway Clearing:**
 - Village plows will not remove snow deposited at Private driveway entrances.
 4. **Claims Procedure:**
 - Turf and mailbox damages will be investigated and handled accordingly by Village staff in the spring.
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Delays in Snow Removal Services:

All or parts of the snow plowing and salting services may be delayed due to one or more of the following conditions, which are beyond the control of the Village's Department of Public Works:

1. **Equipment Breakdowns:**
 - Malfunctions or failures of snow removal equipment can delay or halt snow clearing operations until repairs are made.
2. **Vehicles Disabled in Deep Snow or Blocked Roadways:**
 - Snow plows or other vehicles may become stuck in deep snow or blocked by other vehicles, causing temporary delays until they are cleared or freed from the obstruction.
3. **Severe Weather Conditions:**
 - In the event of extreme weather, such as white-out conditions, crews may be temporarily pulled from the streets for safety reasons. Heavy snow or rapidly changing conditions may make it unsafe for plowing equipment and personnel to operate.
4. **Excessive Snow Depths or Drifts:**
 - If snow accumulations or drifts exceed the capacity of standard snow plowing equipment, additional resources may be required, or operations may take longer to complete.
5. **Crew Breaks and Safety Protocols:**
 - Snow removal operations require frequent crew breaks to ensure safety and effectiveness. Breaks for rest, fueling, reloading material spreaders, or equipment repairs may cause delays in ongoing operations.
6. **Unforeseen Emergencies:**
 - Emergencies such as accidents, medical emergencies, or urgent public safety situations may take precedence, delaying snow clearing in some areas.

In the event of such delays, the Department of Public Works will prioritize the primary routes and work diligently to restore operations to normal levels of service guidelines. The community will be notified of significant delays through the Village's official communication channels, including the website, and social media.

Policy Updates: This policy will be reviewed annually and updated as necessary to reflect best practices and community needs.

Communication and Notification:

1. Snow Emergency Declarations:

- Issued by the Village Manager or designated authority.
- Broadcast via the Village website, social media, and local news outlets.

2. Public Education:

- Annual reminders about winter parking regulations and property owner responsibilities will be published on the Village Homepage annually in the fall.

Call in procedure:

During normal business hours (Monday-Thursday 7a.m-5p.m.) please call Village Offices at **248-693-8391 x100**

Outside of normal business hours please call **Oakland County Dispatch** at **248-858-4951**

Please provide your name, address and a call back number with your area of concern. Dispatch will contact the appropriate after hour contact



