

SNOW REMOVAL GUIDE

Courtesy of

San Bernardino County Department of Public Works

825 East Third Street • San Bernardino, CA 92415-0835

(909) 387-8063

www.sbcounty.gov/dpw



**KEEP THIS PAMPHLET
HANDY DURING THE SNOW
SEASON**

Winter is coming. Be prepared for snow!

In providing for the Safety, Health and Social Service Needs of County residents, this brochure has been provided to you by the County of San Bernardino. The Department of Public Works will be diligent again this year in clearing the County Maintained Roads. Berms are a product of that clearing and they cannot be avoided. Please know that private driveways cannot be cleared by County snow plows. Private driveways are the responsibility of the property owner. Removing berms from driveways is part of clearing the driveways. Need help with clearing your driveway? Look locally, companies and individual workers are ready to help.

Contact us at RADIO DISPATCH (909) 387-8063 or Dispatch@dpw.sbcounty.gov

For inquiries during storms, please call our Radio Dispatcher for updates and snowplow/cindering information.

Listed below are the County Road Yard telephone numbers:

ANGELUS OAKS ... John Latsko (909) 387-8073
BIG BEAR Dean Saylor (909) 866-2167
BLUE JAY Lamar Allman .. (909) 336-7509
CRESTLINE Jesse Saldana .. (909) 338-2140
FOREST FALLS John Latsko (909) 387-8073

LYTLE CREEK Dave Ramirez ... (909) 823-8811
MT. BALDY Dave Ramirez ... (909) 823-7514
*RUNNING SPRINGS .. Angel Lemus (909) 867-3683
WRIGHTWOOD Roy Montry (760) 949-0335
*Activated only during snow removal.

ROAD YARD SUPERVISORS are usually only available by telephone between the hours of 7:00 to 7:30 a.m. and 4:00 to 4:30 p.m. At other times, they are working in the field. However, you may leave a message on the telephone answering machine.

- **CALTRANS IS RESPONSIBLE FOR SNOW REMOVAL AND CINDER SPREADING ON STATE HIGHWAYS.** There are also a few areas where snow removal is performed under contract by County Special Districts Department. In some areas, private citizens and businesses also plow snow for their own benefit on non County Maintained roads.
- **SNOWPLOW-RELATED CLAIMS** may be directed to the Risk Management Division, (909) 386-8631.
- **DRIVEWAYS.** Unless you have to get out of your driveway immediately, save yourself some shoveling chores. San Bernardino County snow-removal crews make at least two passes on each side of the road. Wait until the second pass before opening your driveway. If conditions are extremely cold, it may be necessary to shovel after both passes to prevent the berm from freezing over.
- **SHOVELING DRIVEWAY.** When shoveling out your driveway, throw the snow to the right as you look toward the road and you'll be following the snowplow's pattern. If you throw it to the left, the plow will bring part of it back into the driveway on the next round. Snowplows remove snow from left to right. Do not throw snow back onto roadway.
- **CUL-DE-SACS** are plowed differently due to the inability for most plows to turn around in the small area. Please do not park vehicles on any County maintained road, including cul-de-sacs, as this will interfere with snowplowing operations.

- **VEHICLE PARKING - SAN BERNARDINO COUNTY ORDINANCE 2024** restricts parking on the mountain streets when snow conditions exist, generally from October 15 through April 15 every year. Snow removal operations begin when more than two inches of snow has accumulated on the ground and is in operation until streets have been cleared to their full widths. The right of way extends beyond the edge of pavement to the property line, which is generally three feet beyond the edge of the pavement. Snowfall often starts in the middle of the night. Therefore, even if snow conditions did not exist when you left your car, you are still subject to citation and/or tow. **The best policy is to keep your vehicle parked off the streets at all times. Always park your vehicle OFF the road or street right-of-way.** If you live on a narrow road and the **ONLY** parking you have is along the street, **GET OFF THE ROAD AS FAR AS POSSIBLE.** It will help if you are able to dig an area to get your car further back off the road - even half a width helps a lot.
- **CHILDREN.** A snow storm can be a delightful experience. However, caution your child not to slide down driveways onto streets. Hillsides and driveways are dangerous playgrounds and a child on a sled is no match for a vehicle on an icy road. Also keep children away from the snowplows as they are dangerous pieces of equipment.
- **GARBAGE CANS.** Think about your garbage cans during snow storms. If you put them too close to the roadway, the snowplows may have to go around them and leave your area unplowed. Do not put them too far back, as the garbage collector may not have good access to pick them up.
- **CHAINS.** Don't wait for a storm to discover your chains don't fit your tires. Check them first, especially if you have bought new tires. **KEEP THE CHAINS IN YOUR CAR.**
- **WEATHER FORECASTS** may be obtained by calling your local radio station. Weather updates are also available on your local TV cable channel or www.wrh.noaa.gov/sgx. Road conditions for State of California highways are available by dialing 800-427-ROAD (7623).
- **DRIVING TIME.** Allow additional driving time (45 to 60 minutes) during storm conditions. You may run into road closures, heavy fog, icy conditions or other situations which will delay you.
- **BE COURTEOUS.** Stormy conditions can bring on short tempers and sometimes even panic. If you are in need of snow removal, call Radio Dispatch at (909) 387-8063 or email Dispatch@dpw.sbcounty.gov.

SNOWPLOW OPERATORS. Please do not stop the snowplow operators to ask questions or comment on the service. Snowplow drivers are assigned specific areas and cannot plow other areas unless directed by their supervisor. Remember, some snowplow drivers are not residents of your area and may not be familiar with situations particular to your neighborhood. Also, snowplows are expensive to operate and we want to keep them on the move as much as possible. If you need information about snowplowing, you should call the Radio Dispatcher (909/387-8063) or the County Communications Center at (909/356-3805) after 5:00 PM weekdays or on weekends and holidays. Information is also available on the San Bernardino County Website at <http://www.sbcounty.gov/dpw>. E-Mail inquiries may be directed to Dispatch@dpw.sbcounty.gov.

FUNDING. Many people believe that snow removal and cinder spreading costs are paid out of property taxes. However, property taxes do not pay for snow removal or cinder spreading costs on roads maintained by County Public Works. The funds for Public Works Roads come from the State Highway Users Tax, also known as gas tax. The State tax you pay as part of the cost of fuel for your car. These funds are kept separately by the State and allocated proportionately on an annual basis to each County. When snow removal and cinder spreading costs exceed the amount allocated to the County by the State, it means that other road maintenance projects in your area may have to be delayed in order to pay for these immediate additional costs. Roads maintained by Special Districts are funded by a portion of property tax levied on the residents in the assessed area.

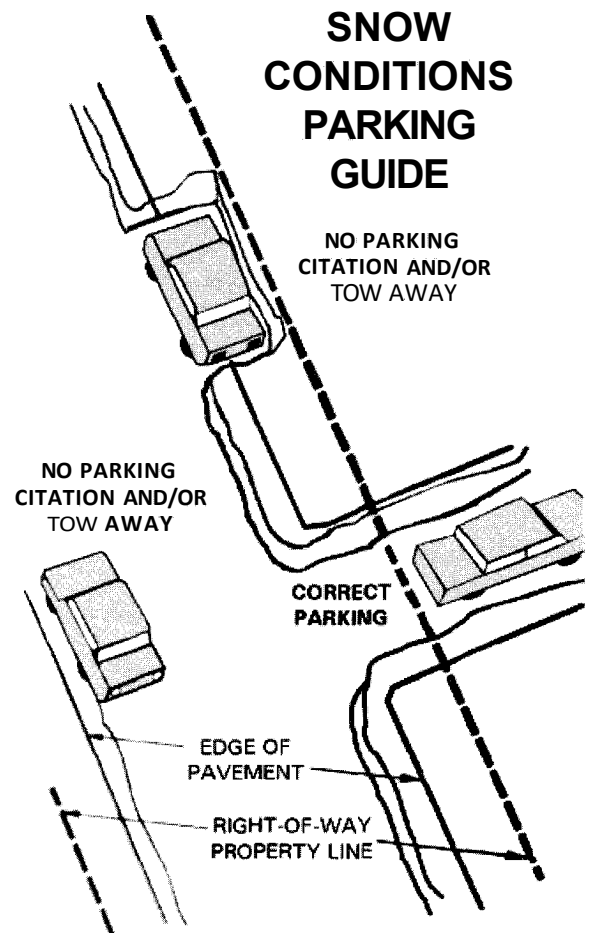
RESPONSIBILITY FOR SNOW REMOVAL. There are several agencies which may be responsible for snow removal and cinder spreading. The San Bernardino County Department of Public Works is responsible for snow removal on most of the roads that are in the County maintained system. **DO NOT ASSUME THAT ALL SNOWPLOWS AND CINDER SPREADING EQUIPMENT BELONG TO THE COUNTY.** The County does hire private non-County contractors and their equipment to help clear snow. These contractors are required to provide their own insurance coverage, and are liable for any and all damage caused by their negligence.

CHECKLIST:

- Is your home well-stocked with supplies for seven days? If not, you are not prepared to be a mountain resident. Always keep extra food items stored for emergencies. Canned goods, powdered milk, dry staple goods are *all* a necessity.
- Check your medicine cabinets. Do you have the basic medicines for an unexpected injury or illness? If you require weekly prescription refills, check with your doctor regarding shelf-life of your medications. If possible, order an extra two or three weeks supply.
- Do you have battery-operated flashlights, kerosene lamps, candles, battery-operated radios in case of power failures?
- Do you have alternative heating sources? If you have a fireplace, keep plenty of dry wood available. Check your fireplace for obstructions that may prevent free air flow. Fires and smoke damage can result from blocked chimneys.
- Keep bottled water (One gallon per person, per day) available for emergency use in case pipes freeze or water lines break.
- Get to know your neighbors. You may have to depend on them in case of emergencies.
- Keep a list of emergency phone numbers: utility companies, fire, law enforcement, hospitals and doctors.

HOW TO AVOID PROPERTY DAMAGE

- DO NOT PARK YOUR VEHICLE WHERE IT WILL BLOCK SNOWPLOWS OR WHERE SNOW, ICE OR CINDERS CAN BE THROWN OR PUSHED AGAINST IT BY THE SNOWPLOW or equipment. San Bernardino County Code provides that ANY VEHICLE INTERFERING WITH SNOW REMOVAL OR CINDER SPREADING OPERATIONS WILL BE CITED WITH A MAXIMUM FINE OF \$250. This Code also PROHIBITS PARKING ON STATE OR COUNTY ROADWAYS WHICH WOULD INTERFERE WITH SNOW REMOVAL OR CINDER SPREADING OPERATIONS. VEHICLES FOUND IN VIOLATION WILL BE CITED AND/OR TOWED AWAY.
- If you must leave your vehicle near the edge of the roadway where it will be near snow removal or cinder spreading operations, **PARK IT OFF THE ROAD AS FAR AS POSSIBLE.** It will help if you are able to dig an area to get your car further back off the road - even half a vehicle width helps. **FLAG YOUR VEHICLE** using a broomstick, colored flag or any other device that would help snowplow drivers spot a snow-covered vehicle. Flagging helps protect your vehicle, but you are still subject to citation and/or towing of your vehicle should your vehicle impede snow removal operations.
- Check the location of your walls, fences, lightposts, shrubbery and sprinkler systems. These items are virtually invisible as the snow gets deeper and should also be marked with red poles and flags when near the roadway. If small boats and trailers are stored on your property, they should be well away from the roadway. Consideration should also be given to providing additional space for visitor parking so your winter guests will not be subject to citations, towing, and possible vehicle damage.
- Damage to any improvements installed on the County right-of-way without benefit of a permit is the responsibility of the property owner. If you have any questions about the need for permits, call the County Transportation Permit Section at (909) 387-8046.



IF PROPERTY DAMAGE OCCURS

If your property is damaged during snow removal or cinder spreading operations, it will be in your best interest to obtain as much of the following information as possible:

- Know the date of the occurrence, time and exact location.
- Get a description of the vehicle (blower, blade or bucket), the color of the vehicle, vehicle number and any emblems or insignias.
- Get the driver's name, if possible, and his employer.
- Take pictures of damage if possible.

After obtaining this information, you should call the Road Yard Supervisor in your area and explain the damage to them. They will usually be able to tell you who plowed the street and direct you to the proper agency, contractor, or person who can help you further on your claim.

If County equipment caused this damage, you will be directed to file a "Claim Against the County" with the Risk Management Division. Claims must be submitted within six months of the occurrence. Be sure to include copies of written estimates of damage and photographs, if possible. Mail to Risk Management, 222 West Hospitality Lane, Third Floor, San Bernardino, CA 92415-0016.

Following these simple steps will help you expedite handling of your claim. Presenting a "Claim Against the County" is time consuming. You may have to wait, only to find out you have presented a claim to the wrong party. **BE SURE TO CHECK WITH YOUR ROAD YARD SUPERVISOR FIRST BEFORE FILING A CLAIM AGAINST THE COUNTY.**

SNOWPLOW-RELATED CLAIMS may be directed to the Risk Management Division, (909) 386-8631.

~ KEEP THIS PAMPHLET HANDY DURING THE SNOW SEASON ~