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|   | <p><b>STANDARD OPERATING PROCEDURE</b><br/> <b>DEPARTMENT OF PUBLIC WORKS</b></p> <p><b>PROGRAM:</b><br/> Snow Removal and De-Icing</p> |  | <p><b>ISSUE DATE:</b></p> <p>11/24/202<br/> 1</p> |
| <p><b>APPROVED BY:</b></p><br><hr/> Public Works Director   |   |   |   |
| <p><b>PERMIT REQUIREMENT SUMMARY:</b></p> <p>4.2.1.5, 4.2.6.4.5<br/> Provide and document information given to MS4 employees for the minimization of the use of salt and other deicing materials. SOPs for plowing, sanding, and application of deicing compounds.</p>  |   | <p><b>TARGETED POLLUTANTS:</b></p> <p>Sediment<br/> Nutrients<br/> Heavy Metals<br/> Toxic Materials<br/> Organics<br/> Oil &amp; Grease<br/> Floatables</p> |   |
| <p><b>General:</b><br/> THIS SOP IS NOT EXPECTED TO COVER ALL NECESSARY PROCEDURE ACTIONS. OPERATORS ARE ALLOWED TO ADAPT SOPs TO UNIQUE SITE CONDITIONS IN GOOD JUDGMENT WHEN IT IS NECESSARY FOR SAFETY, AND THE PROPER, AND EFFECTIVE CONTAINMENT OF POLLUTANTS. HOWEVER, ANY CHANGES OF ROUTINE OPERATIONS MUST BE AMENDED IN THIS SOP.</p> <p><b>1. SELECTION:</b></p> <p>a) Salt is a vital to ensuring a safe transportation system. However, the Snow Removal and Deicing Operation should be properly managed so that it will not be the cause of unnecessary pollution. This site is equipped with a salt barn. The loading area is exposed to the weather but it is also a brine basin which drains to a tank. The brine is pumped to trucks minimizing unnecessary waste and maximizing the effectiveness of the snow removal and de-icing operations. The Snow Removal and Deicing SOP is used to manage operation.</p> <p><b>2. APPLICATION:</b></p> <p>a) Street and sidewalk winter management operations. Including but not limited to: salt storage, pre-wetting, application amounts, and good housekeeping.</p> <p><b>3. FACILITY:</b></p> <p>a) The Public Works salt storage barn will hold 600-800 ton under the roof. The 250 CF brine tank in the salt loading yard.</p> |   |  |   |



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**4. STAGING OPERATION:**

- a) Restrict salt loading operations to the brine tank basin. Salt spillage outside this basin should be removed and swept to the brine basin no later than the end of storm at hand.
- b) Brine should be pumped to storage tanks when the weather forecast precipitation that could cause the tank and brine basin to fill and overflow to storm drain system.
- c) During the winter season, clean out salt trucks and loaders with-in brine basin.
- d) End of season; clean out trucks and loaders in wash bay.
- e) Summer salt storage; keep salt contained under the roof.
- f) Brine tank following winter months; clear the tank of any salt accumulation. Residual salt may be dumped in the sweeper and vacuum truck waste bay or dumpsters. Residual brine may be pumped to the dewatering bay.

**5. SNOW REMOVAL OPERATION (STREET AND SIDEWALKS, SALT, SANDING AND PRE-WETTING):**

- a) Wash out vehicles (if necessary) in wash bay before preparing them for snow removal.
- b) Apply snow removal per the LTAP Winter Maintenance Manual.
  - Including but not limited to: T.A.P.E.R., to turning off spreaders when idle for the purpose of minimizing salt waste.
- c) Park trucks inside at end of work day.
- d) Each employee is responsible to clean up the vehicle they used. Vehicles should be rinsed and cleaned when dry periods are forecast, otherwise they may be parked in garage ready for the following day.
- e) Monolithic sidewalks
  - Slow down on the end pass and windrow snow to shoulder and gutter. Do not throw snow on sidewalk.

**6. TRAINING:**

- a) Train employees upon hire and a refresher annually.
- b) Training Material:
  - Snow Removal and Deicing SOP.
  - Winter Maintenance Manual by Utah LTAP.
  - Winter Road and Snow Maintenance Training Course sponsored by Utah LTAP and UDOT annually.

**7. DOCUMENTATION:**

- a) Yard site inspections. See 4150 West Public Works Yard Inspection Log in Appendix C and Appendix I on the Stormwater Page of the City's Website.

**7. RESPONSIBILITIES:**

- a) Roadways: Streets Division
- b) Sidewalks, Parks and City Hall: Parks Department
  - Vacuum Truck and Sweeper Operator will plow Public Works Sidewalks identified on the



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Snow Removal Map.

**8. SAFETY:**

- a)
- b)