



STREET SWEEPING PLAN



Revision: 3 February 2011

City of Lake Stevens

Street Sweeping Plan Revision 2011

Purpose

This street sweeping plan consists of the policies and intent of the City of Lake Stevens for the performance of its street sweeping program and establishes a plan for communications, operations, and procedures. The plan serves as a guide document and is considered a living document subject to changes and revisions. The plan reflects the expectations of City management and maintains flexibility for modifications.

Background

Street sweeping is one of the most visible aspects of the Public Works Department for the community. Clean streets and gutters give the City an overall clean appearance and aids in helping reduce traffic accidents, pollution and flooding. These efforts are vital in maintaining compliance with the National Pollutant Discharge Elimination System (NPDES) provisions of the Clean Water Act.

This plan was developed by first considering a level of service that is acceptable to meet environmental regulations. Other considerations include budget impacts and aesthetic to provide the most cost effective and efficient delivery of service.

Sweeping the entire City road system for non-weather event takes approximately 300 sweeper hours. This time is increased during leaf pickup, winter sand removal, and following a storm event. For every 1 ½ hours sweeping, it requires approximately 1 hour for dumping, travel time, cleaning, and maintenance. A typical leaf pickup event can take over 400 sweeper hours. During normal condition sweeping, only one unit is used. The second sweeper is used to cover during down time of the other sweeper unit. Both sweeper units are operated during the same period during leaf pickup, sand removal, and storm event cleanup.

Route Priorities for Sweeping

The City has identified sweeping routes based on the street function, traffic volumes, and type of usage. Priority is given to routes with direct discharge into Lake Stevens and higher volume roads which connect major sections of the City and routes located in commercial areas. Paved streets within the City Right of Way will be swept. There are three classifications of routes: First Priority, Second Priority, and Third Priority for each of the following levels. Routes can be found on the Street Sweeping Plan map.

Levels

The following defines the four levels of street sweeping that are considered in this Plan and will be used for identification:

- Level 1 – Spring/Summer sweeping performed by priority as established in this plan.
- Level 2 – Fall sweeping with a focus on leaf debris and other tree material.
- Level 3 – Snow/icing event sweeping with focus on sand pickup.
- Level 4 – Area sweeping - Special event, spills, or accident.

Sweeping Schedule

Level 1 sweeping will be performed on the following schedule

- First Priority Routes – Once per month
- Second Priority Routes - Once per month
- Third Priority Routes - 2 times per year (typical: April/May and July/Aug)

Level 2 sweeping will be performed on all streets starting with First, then Second, and last Third priority routes. City wide sweeping is planned for two sweeping per year. This can be changed to address drainage and safety problem areas.

Level 3 sweeping will be performed on snow route streets in order of priority as designated by the Snow and Ice Route map as included in the current City Snow and Ice Plan.

Level 4 sweeping will be performed as determined by an event needs.

Street Sweeping Equipment

The following are City street sweeping vehicles:

- PW 11 - 2007 Elgin Sweeper – vacuum type
- PW 28 – 2002 GMS Sweeper – vacuum type

Command Overview

Each Level will have a designated command person. For Level 1, Level 2, and Level 3 this will be performed by the Public Works Superintendent or designated Public Works Lead. This person will be in charge of all activities performed for the operations including making any changes to the sweeping plan. Level 4 will be designated for each event, but will default to the Public Works Superintendent or designated Public Works Lead.

The public will be allowed direct contact with the command person under Levels 1, 2, and 3. Under Level 4, the general public will typically not have direct access to the command person. Initial contact to the command person will be directed to the street sweeping service designated web-page phone number.

The following are some key expectations during operation:

- Emergency request for sweeping services made by the Police Department will be made to the standby phone.
- All other emergency request for sweeping services shall be reported to 911 during regular and non-regular business hours.
- Non emergency requests for services made outside of regular business hours will be reviewed on the first day following regular working week.
- A street sweeping phone hotline and e-mail will be operational throughout the year.
- The Street Sweeping plan will be posted on the City's web site.
- A news release will be provided to the public informing them of the Street Sweeping plan.
- Time frames for street sweeping for designated routes should only be given out as an estimated time frame. This is due to the unpredictability of conditions and possible variations for service calls.

Field Operations Overview

Each street sweeping vehicle will be maintained at a state of readiness at the end of each day of operation. This includes removal of collected materials, servicing, and performing safety inspections.

Policy Statement

In developing the policies for the street sweeping activities, the City considered a number of factors including:

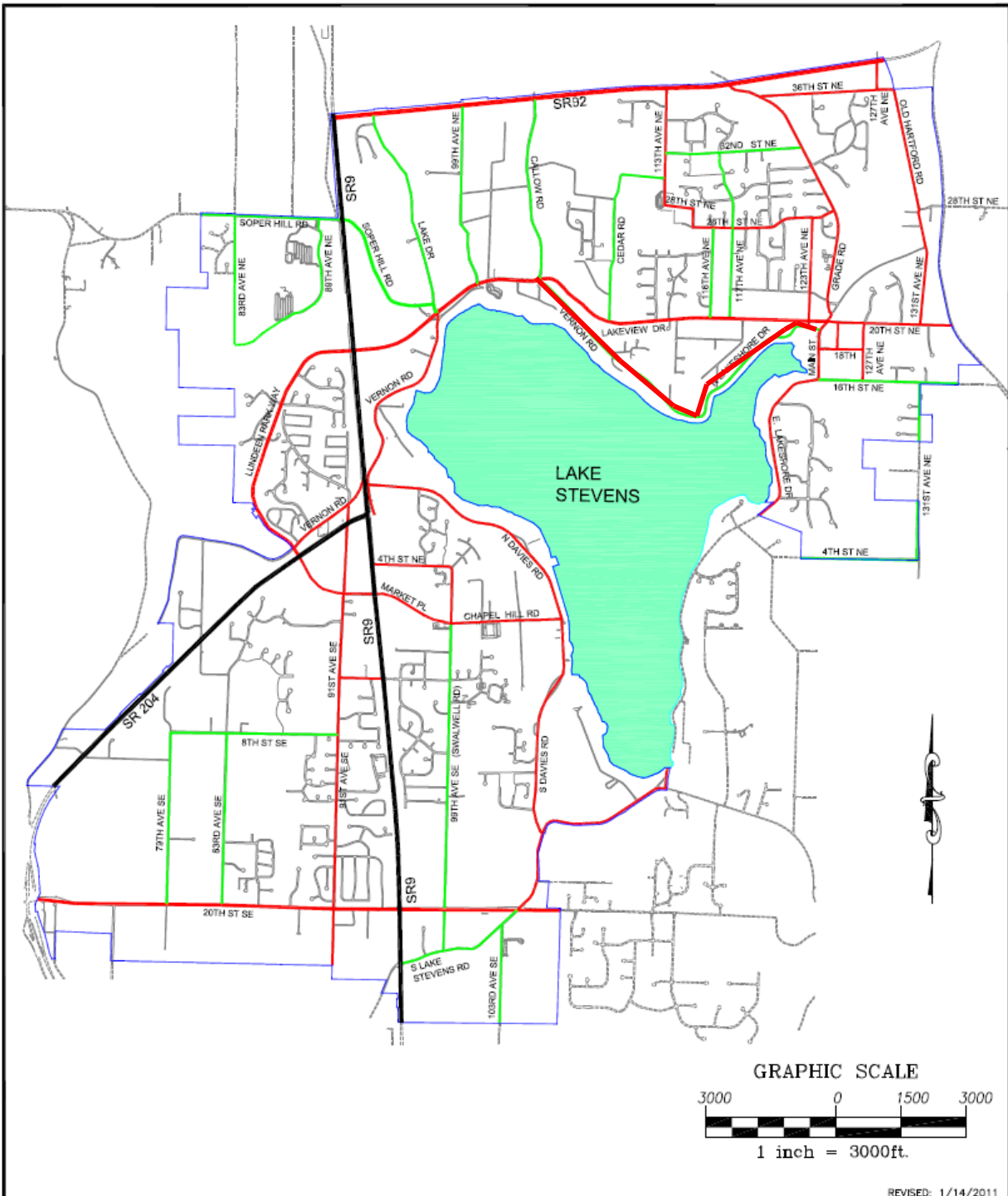
- Public health, safety, and welfare
- Ability to deliver emergency services
- Protection of water quality
- Desire to maintain an efficient transportation system
- Available resources that includes: staffing, equipment, and funds
- Safety of City staff

The objectives of the City are to:

- Ensure the public safety
- Provide cost effective street sweeping services
- Reduce the pollutants entering the storm water system

- Policy 1 - All Levels of service delivery shall have a single designated command person. This position will be responsible for gathering information, directing operations, and implementing policies.
- Policy 2 - The command person shall be the Public Works Superintendant or a designated Public Works Lead. During non-regular working hours, the on-call person shall be the designated command person.
- Policy 3 - Street sweeping services may be directed under the command of the Incident Commander during a Level 4 event.
- Policy 4 - Field staff will perform Level 1 services for sweeping in accordance with the identified routes in the order of priority with the Street Sweeping Plan route map unless directed otherwise by the command person.
- Policy 5 - Priority is given to those roads that discharge directly into Lake Stevens.
- Policy 6 - When Level 2 is activated, order of priority may be altered by the command person to address areas with high volumes of leaf debris and other vegetation material.
- Policy 7 - When Level 3 is activated, Level 1 or Level 2 will be delayed until the roadways are considered clear of sand material. Exceptions to this may be made in the event that the exception is for public safety and at the direction of the command person.
- Policy 8 - Level 4 shall be considered a top priority.
- Policy 9 - Emergency service needs as determined by the Incident Commander will be treated as top priority.
- Policy 10 - When sweeping equipment is traveling outside the assigned sweeping route, streets sweeping will not be performed.
- Policy 11 - City facilities (ie: City Hall, Police Station, Library) shall be considered as a Level 4 and scheduled by the command person as deemed necessary.

Designated Sweeping Route Map



- LEGEND**
- HIGH (FIRST PRIORITY)
 - MEDIUM (SECOND PRIORITY)
 - LOW (THIRD PRIORITY)
 - NOTE: NOT ALL PUBLIC RESIDENTIAL ROADS ARE SHOWN
 - CITY LIMITS

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REVISED: 1/14/2011