SNOW REMOVAL POLICY
CURRENT

SECTION 1. The existing language of Urbana Codified Ordinance Section 901.03 is hereby repealed and the following language is substituted in its entirety, to wit:

901.03 REMOVAL OF SNOW OR ICE FROM SIDEWALKS AND PARKING AREAS.

a) No owner or occupant of any premises within the City shall permit or allow snow or ice to remain on any sidewalk or parking area for more than 24 hours after receiving written notice from the Director of Administration or the Street Department to remove the snow or ice if it creates a specific public hazard as documented in the written notice. If snow or ice is not removed, the Director of Administration or Street Superintendent may proceed with removal at the expense of the owner or occupant of the premises, either with City personnel or by contracted services. If such cost is not paid within 15 days of invoice by the City, the Director of Finance shall certify the amount owed to the County Auditor in the same manner as a special assessment for unpaid utilities.

b) No business or property owner may remove snow or ice in a manner that obstructs vehicular or pedestrian traffic on a sidewalk or street. All ice or snow cleared from a private property shall be disposed of on private property in a manner that does not create dangerous conditions for the public.

    1) Any plow operator who violates this section by plowing snow and ice into the street, if observed by a City employee or other competent witness who documents such action with photographic or video evidence, may be charged with a violation of Urbana Codified Ordinance 311.01(D) by the Municipal Prosecutor or any law enforcement officer.

    2) The City may assess a civil penalty of $100 to a real property owner or business occupant for a violation that does not involve an eyewitness observation of the act of plowing/dumping snow into the street or obstructing a sidewalk. Any City employee who identifies excessive accumulation of snow or ice on a street or sidewalk abutting a specific parcel shall document that location to the Street Superintendent. Upon affidavit by the Street Superintendent which specifies the basis for the allegation of violation, the Director of Finance shall send notice of liability for a civil penalty by ordinary mail to the property owner of record listed by the County Auditor, or the business occupant, within five days of the violation date. If such penalty is not paid within 30 days of the date of mailing a notice of liability, the Director of Finance shall add an additional late fee of $50 and assess the property in the same manner as unpaid utilities. A property owner may appeal imposition of a civil penalty and/or late fee to the Champaign County Municipal Court Civil Division within 15 days of the mailing of a notice of liability. An individual desiring an appeal must first post payment equal to the amount of the civil penalty and pay any applicable filing fee imposed by the court. Failure to appeal or pay the penalty within 45 days of the mailing of notice of liability shall constitute a waiver of the right to contest the notice of liability. All penalties collected in this manner shall be deposited into the street fund.

SECTION 2. The existing language of Urbana Codified Ordinance Section 901.06 is hereby repealed and the following language is substituted in its entirety, to wit:

901.06 WEATHER EMERGENCY

a) The Director of Administration may declare weather emergencies consistent with those declared by the Champaign County Sheriff, or disaster declarations by the Governor of Ohio and/or the Federal Emergency Management Agency.
b) The Director of Administration may issue administrative regulations, not inconsistent with this section, to implement policies pursuant to this section.
c) The following Snow Emergency classifications will be recognized by the City of Urbana if declared by the Champaign County Sheriff.

- **LEVEL 1:** Roadways are hazardous with blowing and drifting snow. Roads may also be icy. Motorists are urged to drive very cautiously.
- **LEVEL 2:** Roadways are hazardous with blowing and drifting snow. Roads may also be very icy. Only those who feel it is necessary to drive should be out on the roads. Contact your employer to see if you should report to work. Motorists should use extreme caution.
- **LEVEL 3:** All roadways are closed to non-emergency personnel. No one should be driving during these conditions unless it is absolutely necessary to travel or a personal emergency exists. All employees should contact their employer to see if they should report to work. Those traveling on the roads may subject themselves to arrest.

d) Weather emergency declarations and cancellations shall be communicated to the public through local media outlets, the City website, Local Access Channel and any other means specified by regulation.
e) Vehicles may be subject to removal for plowing of snow or other weather related issues if parked on City streets. Vehicles so parked shall be removed by owners within two hours of any direct notice by the Urbana Police Division or other City employees, or else they may be treated as illegally parked vehicles subject to tow at the owner's expense, and/or a parking citation, under the provisions of Chapter 351 or Section 303.08 of the Urbana Codified Ordinances.

SECTION 3. The existing language of Urbana Codified Ordinance Section 901.99 is hereby repealed and the following language is substituted in its entirety, to wit:

901.99 PENALTY.

Violation of any section of this Chapter which does not otherwise specify a penalty shall be treated as a minor misdemeanor on a first offense. If, within three years of the date of the violation, a person has been previously convicted of a violation under this Chapter, or a substantially similar municipal ordinance elsewhere, or any violation of the Ohio Revised Code, the offense is a fourth-degree misdemeanor.

SECTION 4. All formal actions of the Urbana City Council relating to this Ordinance were conducted in meetings open to the public in compliance with Section 121.22 of the Ohio Revised Code and Urbana Codified Ordinance 107.01.

SECTION 5. To preserve the public health, safety and welfare in the event of weather emergencies, this ordinance shall take effect and be in force immediately upon its passage. (Passage: 12-15-15)