



November 29, 2023

Dear Downtown Business:

The City is providing the following information about sidewalk clearing and snow removal practices for the upcoming winter season:

The City's snow removal contract applies to the downtown commercial core from Hood Ave to Adams Ave and from Pine St to Locust St on all **public** sidewalks, parking areas, and non-private alleys.

When snowfall reaches 3 inches and it's still snowing, the City will mobilize its selected contractor to start plowing operations that night with a target to be done by 10:00 AM the following morning.

**Business & Property Owner Responsibilities:**

- Move all vehicles out of the public parking spots before a storm event.
- Snow removal on all private sidewalks and private parking areas -
  - Property owners are responsible for snow removal in their private parking lots. Please remember to keep open access to your garbage dumpster or container. If access is not available, you may not receive garbage service from Republic Services.
  - When plowing the parking area in front of your home/business, be mindful of storm drains. If snow mounds cover storm drains, the melting snow will create unnecessary flooding. The snow mounds can also reduce visibility to adjacent streets, alleyways, and sidewalks.
- Sanding and de-icing the public sidewalks - ***Please do not use chemical de-icers they can damage the sidewalk surface. Sand or birdseed works well.***
- Shovel any leftover snow off the sidewalks from plowing operations.

We appreciate everyone's cooperation. If you need special assistance or know of someone who does, please call, and we will accommodate you as quickly as possible.

If you have any questions or comments, please call the Public Works Department at (541) 323-5220.

Thank you,

Jackson Dumanch  
Public Works Project Coordinator