WEST NORRITON TOWNSHIP POLICE DEPARTMENT

Subject: Snow Emergencies	**Policy # 5.1.38**
Accreditation N/A	
Effective Date: January 1, 2008	**Revised Date:**
By Authority Of: Chief A. Dale Mabry	**Signature:** ADMabry

5.1.38 SNOW EMERGENCIES

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1. Snow emergencies will be declared by the Township Manager

2. Public Works Director will notify the Patrol Unit Supervisor.

3. Patrol Supervisor will see that the PA system is used on those streets that are listed in the ordinance. It is essential that this is done to notify the residents that a snow emergency was declared. This is to be done only during reasonable hours. Reasonable hours are those hours between 6 AM and 1 AM.

4. Notification is to be made to:

   a. Radio Room
   b. Radio Station KYW

5. Survey the streets listed in the Ordinance immediately after the PA announcement. Record the date, time, location, make and license number of vehicles parked on those streets.

6. Give residents sufficient time to remove their vehicles (approx. 1 hr.). Then resurvey these streets again recording the date, time, location, make and license number of vehicles still parked thereon.

7. These surveys will be recorded on a report by the zone officer. One report for each survey, per zone. The UCR code for a Township Ordinance Snow Emergency is #2626.

North	South	East
Jefferson Ave.	N. Parkview Ave.	Colonial Ave.
Liberty Ave.	S. Parkview Ave.	Sterigere St.
N. Schuylkill Ave.	Yorktown North	
Oakland Drive	Yorktown South	
Fieldcrest Ave.	Hemlock Road	
Hillendale Drive	School Lane	
Norrington Drive		

8. Once surveys are completed, towing may begin in the following order:

    a. Jefferson Avenue
    b. Liberty Avenue
    c. N. Schuylkill Avenue
    d. Colonial Avenue
    e. Sterigere Street
    f. Oakland Drive
    g. School Lane
    h. Hemlock Road
    i. Yorktown North
    j. Yorktown South
    k. N. Parkview Avenue
    l. S. Parkview Avenue
    m. Fieldcrest Avenue
    n. Hillendale Drive
    o. Norrington Drive

9. The towing contractor should be notified at the time the public address announcement is made regarding the fact that there may be a need of the tow truck within the hour.

10. A separate tow log will be made for each vehicle towed.

11. Vehicles will be towed as follows:

    a. Immediately, if it impedes safe movement of traffic.
    b. Parked vehicles - when the public address announcement and surveys have been completed.

12. Citations will be sent to registered owners of all cars towed. The violation shall be written on a non-traffic citation as Revised General Ordinance #4-25, Township Ordinance #485.

13. Once a street has been cleared of vehicles, the Public Works Director is to be notified so curb to curb plowing can be done.

14. When the Highway Department has completed curb to curb plowing, the Public Works Director is to advise the Police Department supervisor of same. This completes the Police Department's responsibility for this street.

15 The Public Works Director will notify the Police Department supervisor when the snow emergency is ended. The Police Department supervisor will notify the radio room of same.