

Approval date: March 22, 2021

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**Section: Public Works – Operations**  
**Subject: Street and Lane Sweeping Operations**

## Goal

The purpose of this operational policy is to provide guidelines to ensure the annual road sweeping program is consistently and effectively applied given the considerations of the allocated annual budget, public safety, and air quality expectations.

## Scope

This policy applies to the sweeping operations for all roads and lanes within the City of Penticton geographic boundaries.

## Policy

Street and Lane Sweeping Operations are conducted between March and the end of November in accordance with the three (3) seasonal schedules identified. The seasonal schedules will be adjusted as required based on field conditions and available resources.

### Seasonal Schedules:

Road sweeping within the City boundaries is separated into 3 seasons as noted below:

1. Spring Sweeping Schedule – First week of March to the third week of June - Appendix A – Sweeping Schedules – Spring Map
  - Daily Operations – with exceptions for higher priority works – **Estimated 75 days of sweeping**, 30 of which include a shift and a half of sweeping
  - Spring cleanup of winter sand and debris
  - All roads within the City are swept in priority order from 1 to 3
  - Priority 1 roads - main arterial roads, bus routes and bike routes (separated bike lanes will be addressed on completion of the corresponding roadway)
  - Priority 2 roads - main collector roads - commencing east of Government Street working north to south then west of Government Street working south to north (clockwise rotation starting north east quadrant of City)
  - Priority 3 roads – remaining roads and lanes (Note: designated lanes only)

o *Designated lanes shall be consistent with the Designated Lanes identified in the most current version of the Snow and Ice Control Policy*

- Parking lots – as required and available during all priority routes

2. Summer Sweeping Schedule – Fourth week of June to last week of August - Appendix B – Sweeping Schedules – Summer Map

- Daily Operations – with exceptions for higher priority works – **Estimated 45 days of sweeping** – weekend work may be required for events – foreman and operator will adjust days of sweeping as possible to stay within budget
- Maintenance of high traffic areas and bike lanes
- Event support
- Specific clean up as required – ie: MVA, spills, floods events, etc

3. Fall Sweeping Schedule – First week of September to last week of November - Appendix C – Sweeping Schedules –Fall Map

- Fall operations are primarily focused on leaf collection in areas where storm sewer is affected. As such the routes are planned around historically known areas where street trees cause build up affecting storm sewers.
- September sweeping operations will be limited to one (1) day per week (Thursdays) for weeks one and two, with the exception of specific clean ups as required – i.e.: MVA, spills, floods events, etc – **Estimated 12 days of sweeping**
- Last two weeks of September, and first two weeks of October will remain as flexible operations to be adjusted as required depending on leaf fall and weather conditions. **Sweeping will occur a minimum of one (1) day per week (Thursdays) up to 5 days per week depending on weather and leaf drop. Estimated 12 to 15 days of sweeping.**
- From the second week of October to the end of November **sweeping will be on a daily basis until the majority of the leaves are off the trees. Estimated 30 days of sweeping.**

**Note: The annual sweeping budget allows for 172 days (plus 30 half-days) of sweeping, the Roads and Drainage Supervisor will make adjustments within the schedule to ensure the budget restrictions are met.**

Hours of Operation:

The hours of operation for the road sweeper are an 8 hour shift between the hours of 4:00 am and 3:15 pm, weekdays.

- 4:00 am to 7:00 am – main arterial, collector roads, bike routes and parking lots
  - o high traffic areas swept early for safety and efficiency reasons
- 7:00 am to 3:15 pm – residential roads and lanes

Staff will apply all reasonable efforts to restrict the use of the road sweeper in residential areas before 7:00 am to minimize the disruption during the early morning hours.

Additional Considerations:

The Roads & Drainage Supervisor may arrange for double shifting or alternate shifts of the sweeper operations if conditions warrant such as:

- Heavy winter sand deposits combined with early dry spring conditions
- Scheduling delays due to prolonged winter weather conditions
- Scheduling delays due to equipment or personnel availability
- Flooding conditions causing heavy debris build up on road ways
- Preparation for special events
- 3<sup>rd</sup> party recoverable work

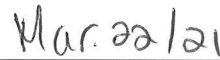
**Previous revisions**

March 06, 2017 - Original

Approval



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Date

