

City of Scandia
Road Right of Way Maintenance Policy
Approved 11/15/2016

MAINTENANCE OF CITY ROAD RIGHTS-OF-WAY

The City is adopting a uniform policy governing the maintenance of the City's road rights-of-way to protect the City's investment in its roads, to maintain safe roadways for pedestrian and vehicular traffic, to maintain general tree health, and to enhance roadside habitat for nesting birds and other small wildlife

This policy will allow maintenance within the right of way including but not exclusive to, reshaping ditches, mowing, culvert repairs, snow removal, and tree removal and trimming. The Public Works Maintenance Superintendent shall determine work based on priority, safety, and availability of equipment and staff. The Public Works Staff shall generally follow these guidelines.

MOWING

- Subject to weather and growing conditions the first 5 feet of a road right-of-way will be mowed starting on approximately May 15.
- An entire right-of-way will be mowed after September 1st.
- Any portion of the right-of-way may be mowed at any time as necessary to maintain sight distance for safety

TREE TRIMMING AND REMOVAL

- Trees within the road right-of-way will be trimmed to allow for a minimum 20' clear height.
- Diseased or dead trees and limbs will be removed.
- Small trees and brush becoming established within the road right-of-way will be removed
- Trees and brush that interfere with routine maintenance such as mowing or snow plowing will be removed or trimmed.
- The flail mower shall not be used in a vertical position to trim brush or trees

Schedule: It is the City's intent to trim trees on all roadways within a 15 year cycle. This work is typically done during the winter months (November-March) by the Public Works Department during regular work hours but may be done at any time for safety reasons

Notification: Property owners shall be notified by mail at least 7 days prior to any non-safety related trimming within the City's road right-of-way except in the case of an emergency as determined by the Public Works Director. The property owner may contact the Public Works Director within those 7 days and ask for an onsite visit. If any issues are unresolved following the onsite visit, the property owner has 5 days to file a written appeal with the City Clerk's

Office. Appeals will be heard at the next City Council meeting following appropriate notice. The Public Works Director will mark all trees to be removed that are at least 6 inches in diameter at a point measured 54 inches above the ground.

A listing of possible streets where tree trimming may occur over the winter months will be posted on the City's website before or at the time letters are sent to abutting property owners

Emergency Cutting: This policy does not apply in the event that cutting is necessary to remove road obstructions, to eliminate trees that are in imminent danger of collapse, or to remove diseased or dead trees located within the road right-of-way.

Disposal of Tree Waste: The City's Public Works Department or contractor will either chip or haul the trees and brush off site. If the adjoining property owner wishes to keep non-disease tree waste, they may contact the City 24 hours in advance of removal. If it is not practicable to remove the tree, the tree will be left on the City road right-of-way. The adjoining property owner may cut this wood and remove it from the road right-of-way. The City will normally allow 1 week before we coming back and remove the wood from the ROW.