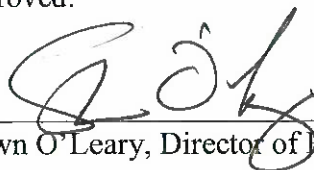




Street Maintenance - Material Conservation  
Material Conservation Plan

The City of Norman Public Works Department encourages all contractors and staff to plan projects to reduce the amount of spoils produced on projects. When possible, the recycling of used materials from projects is encouraged. This may include using asphalt millings in mix designs, concrete rubble being utilized for rip rap and fill, structural steel will be collected and taken for recycling, and earthen materials being stockpiled on the job or other location for eventual reuse. The recycle/reuse will minimize the mining of raw materials for projects and aid in environmental issues created by removing spoils to landfill locations. This plan will aid in Norman's goal to be a cleaner and greener city.

Approved:



Shawn O'Leary, Director of Public Works

10/11/2022

Date



Joseph Hill, Public Works Streets Program Manager

10/11/2022

Date

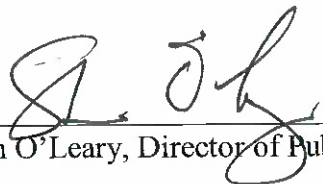
office memorandum



Street Maintenance – Pavement Cut Restoration  
Pavement Cut Restoration Policy

All pavement cuts, whether related to underground utility installation and maintenance or general pavement maintenance shall conform to City of Norman Standard Specifications and Construction Drawings. Standard Drawing ST20 (attached) details requirements for pavement cut restoration. It shall be at the discretion of the City Engineer or their designee if any deviation from the standard drawing is requested.


Approved:

  
\_\_\_\_\_  
Shawn O'Leary, Director of Public Works

10/11/2022  
Date

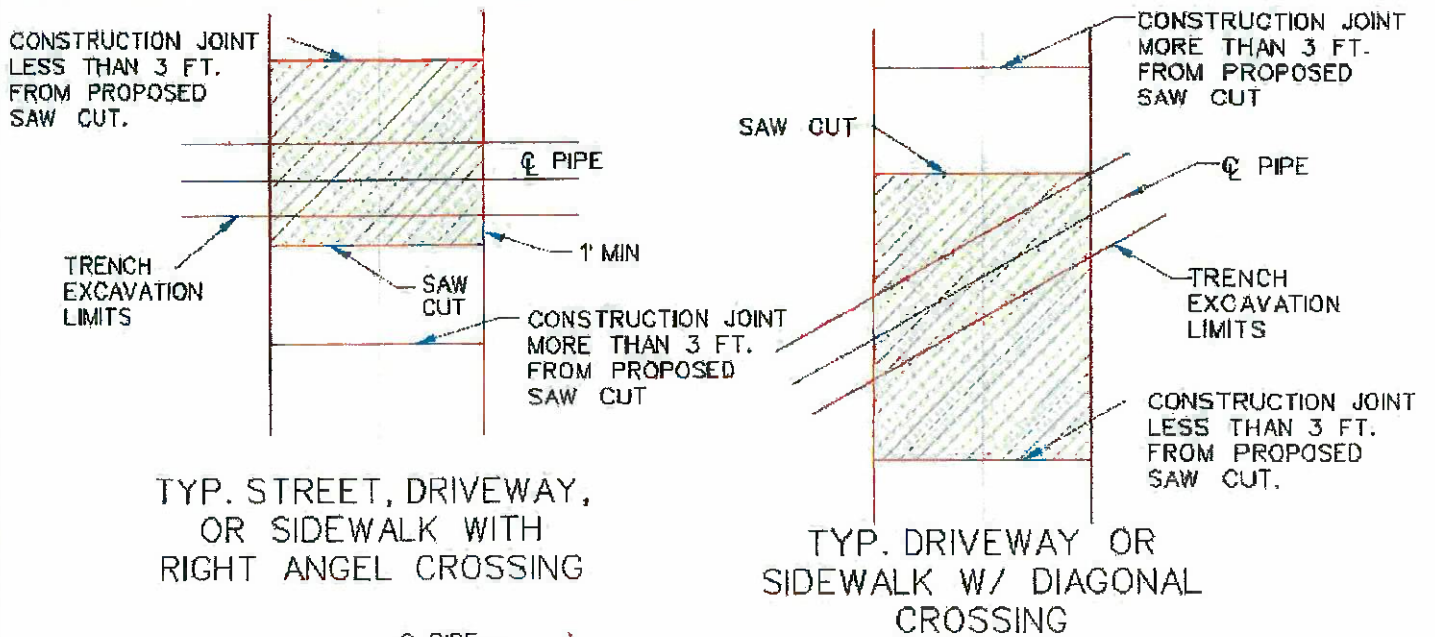
  
\_\_\_\_\_  
Scott Sturtz, Public Works City Engineer

10/11/2022  
Date

  
\_\_\_\_\_  
Joseph Hill, Public Works Streets Program Manager

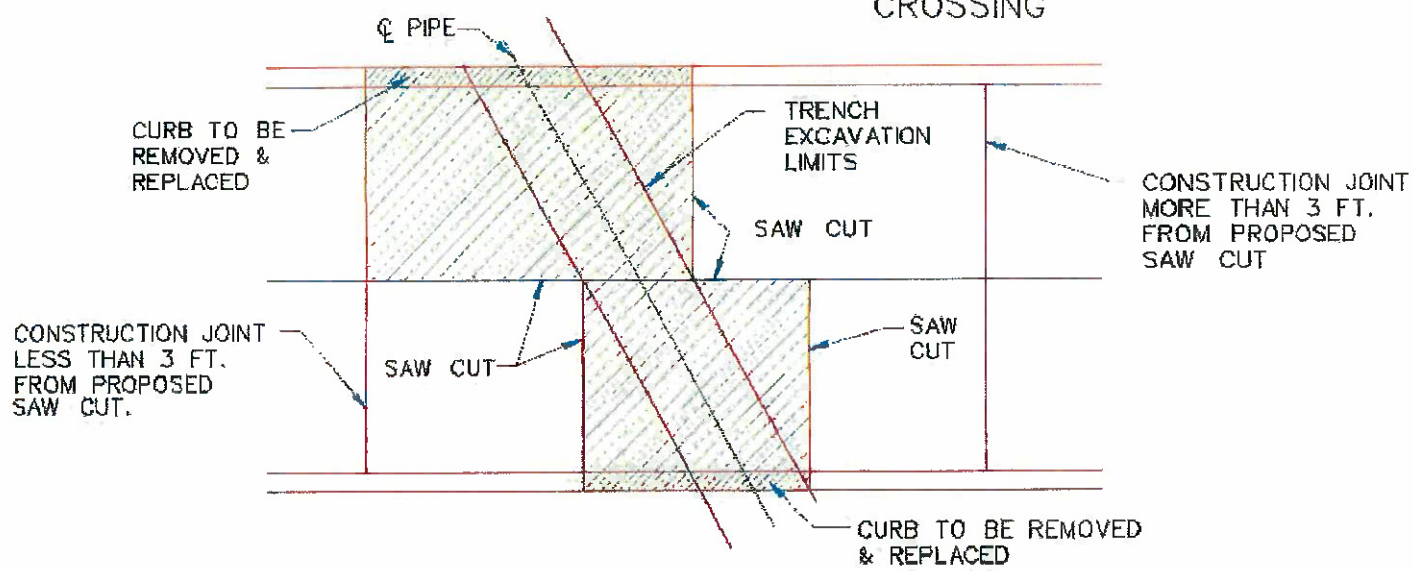
10/11/2022  
Date

office memorandum



TYP. STREET, DRIVEWAY,  
OR SIDEWALK WITH  
RIGHT ANGEL CROSSING

TYP. DRIVEWAY OR  
SIDEWALK W/ DIAGONAL  
CROSSING



TYPICAL STREET WITH DIAGONAL CROSSING

- NOTES:
1. REMOVE AND REPLACE PAVEMENT WITHIN SHADED AREAS BOUNDED BY SAW CUTS AND/OR CONSTRUCTION JOINTS.
  2. FOR DIAGONAL CROSSING, REPLACE PAVEMENT USING SQUARED CUTS, AS SHOWN. PAY QUANTITY WILL INCLUDE SQUARED AREA.
  3. REMOVE AND REPLACE PAVEMENT TO CONSTRUCTION JOINT IF LESS THAN 3 FT. FROM PROPOSED SAW CUT. EXTRA AREA WILL BE INCLUDED IN PAY QUANTITY.
  4. FOR LONGITUDINAL INSTALLATIONS: REMOVE AND REPLACE PAVEMENT AND CURB TO EDGE OF STREET, IF THE SAW CUT IS LESS THAN 3 FT. FROM THE OUTSIDE EDGE OF THE PAVEMENT OR CURB. AVOID SAW CUTS IN THE EXISTING WHEEL LINE. TRENCHES EXCEEDING 300 L.F. SHALL BE BACKFILLED AND MADE DRIVEABLE.
  5. ALL CONSTRUCTION JOINTS SHALL BE REESTABLISHED IN ACCORDANCE WITH THE CITY OF NORMAN STANDARDS FOR PORTLAND CEMENT CONCRETE PAVEMENT, WHEN A PAVEMENT SECTION IS REMOVED ALONG AN EXISTING LONGITUDINAL CONSTRUCTION JOINT, THE NEW PAVEMENT SHALL BE DOWELLED TO THE PAVEMENT ADJACENT TO THE JOINT.

### STANDARD PAVEMENT CUTS

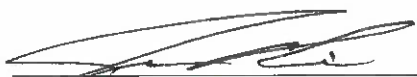
City Engineer Approval:		CITY OF NORMAN, OKLAHOMA	
Approval Date:	Revision Date: 5-24-99	Rev. No. 1	DRAWING NO. ST 20



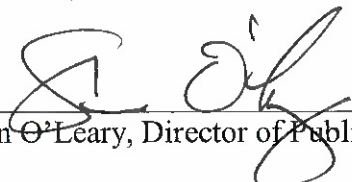
Street Maintenance – Guardrails and Impact Attenuators  
Guardrail and Impact  
Attenuators Maintenance Policy

This is the City of Norman’s Street Division policy for maintenance and repairs of guardrails and impact attenuators. The City contracts with a qualified company for the installation, maintenance, and repairs to all guardrails and impact attenuators maintained in the City of Norman. The City is responsible for contracting and ensuring installation and/or repairs have been completed prior to the authorization of payment for services. The City considers all guardrails a priority for repairs for public safety.

Approved:

  
\_\_\_\_\_  
Joseph Hill, Public Works Streets Program Manager

10/10/2022  
Date

  
\_\_\_\_\_  
Shawn O'Leary, Director of Public Works

10/4/2022  
Date

office memorandum



Street Maintenance – Graffiti Removal from Public Infrastructure  
Removal of Graffiti Policy

This is the City of Norman’s Street/Stormwater Division formal policy for removing graffiti from public infrastructure. All requests for graffiti removal will be checked within two (2) working days to determine if it is located on public infrastructure or private property. If the graffiti is located on public infrastructure, it will be scheduled to be removed or covered within three (3) working days weather permitting.

Approved:

  
\_\_\_\_\_  
Joseph Hill, Public Works Streets Program Manager

10/11/2022  
Date

  
\_\_\_\_\_  
Shawn O'Leary, Director of Public Works

10/11/2022  
Date

office memorandum



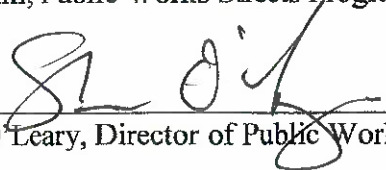
Snow & Ice Control – Personnel Scheduling  
12 Hour Shift Policy

This is the City of Norman’s Street Division formal policy for 12 hour shift policy. The superintendent or their designee will schedule (designate) personnel to work a maximum of a 12 hour shift rotation for the duration of the snow/ice event. Two (2) 12 hour shifts will be required to provide 24 hour coverage. The supervisor or their designee will contact and work with other departments and divisions if additional personnel are required. It is the goal of this policy to rotate effected personnel on 12 hour shifts, alternating between snow/ice events, so no one crew will be scheduled to work the 12 hour night shift for the entire winter snow/ice season.

Approved:

  
\_\_\_\_\_  
Joseph Hill, Public Works Streets Program Manager

10/11/2022  
Date

  
\_\_\_\_\_  
Shawn O'Leary, Director of Public Works

10/11/2022  
Date

office memorandum



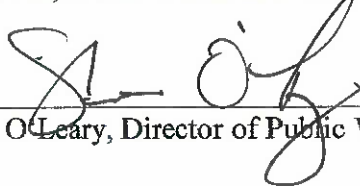
Snow & Ice Control – Loading Procedures  
Loader Policy

This is the City of Norman’s Street Division formal policy for loader operations. Any employee who has received training in loader operations and has been observed by supervisory personnel as proficient in the equipment use will be permitted to load trucks for snow/ice operations. This training will be performed by, but not limited to, a certified instructor, or a previously trained employee.

Approved:

  
\_\_\_\_\_  
Joseph Hill, Public Works Street Program Manager

10/11/2022  
Date

  
\_\_\_\_\_  
Shawn O'Leary, Director of Public Works

11/11/2022  
Date


office memorandum



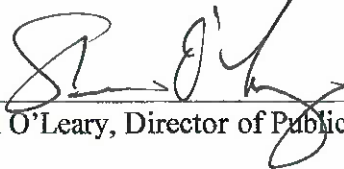
Snow & Ice Control – Snow Operation Damages  
Claims Policy

This is the City of Norman’s Street Division formal policy to address claims for damages against the city. Oklahoma Statute 51-156(d) identifies that a claim against a political subdivision shall be in writing and filed with the office of the clerk of the governing body. Article V. City Clerk Section 1(b) of The Code of Ordinances provides the local documentation for the City Clerk to have custody and be responsible in the City of Norman.

Approved:

  
\_\_\_\_\_  
Joseph Hill, Public Works Streets Program Manager

10/11/2022  
Date

  
\_\_\_\_\_  
Shawn O'Leary, Director of Public Works

10/11/2022  
Date

office memorandum





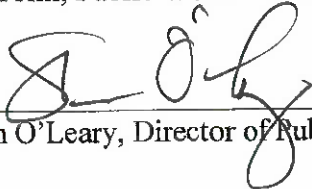
Snow & Ice Control – Parking Limitations  
Abandoned or Disabled Vehicles Policy

This is the City of Norman’s Street Division formal policy for removing abandoned or disabled vehicles. All abandoned or disabled vehicles on established routes where parking is prohibited will be turned over the Norman Police Department for remediation.

Approved:

  
\_\_\_\_\_  
Joseph Hill, Public Works Streets Program Manager

10/4/2022  
Date

  
\_\_\_\_\_  
Shawn O'Leary, Director of Public Works

10/4/2022  
Date

office memorandum