



Highway Maintenance Manual
Chapter 06 Winter Maintenance
Section 15 Snow Removal
Subject 25 Storm Cleanup, General

Bureau of Highway Maintenance
September 2025

1.0 Storm Cleanup, General

Cleanup is generally accomplished during normal non-overtime working hours. All cleanup operations should be performed with the motorist's expectations in mind. Outcomes the motorist expects might include:

- elimination of fingers of drifting snow
- adequate visibility for safe vehicle operation
- shoulder point which is defined
- no excessive maintenance beyond the shoulder point
- minimal gouging or other damage to the sod
- minimal displacement of shoulder gravel
- safe operation of vehicle at a reasonable speed without loss of traction (see [HMM 6-15-01](#)-Passable Roadways, for a definition of reasonable speed)

1. Cleanup should include the removal of snow from:

- bridge decks (outside driving lanes)
- shoulders
- ramp gores
- guardrails
- rest area parking
- barriers
- weigh stations
- crossovers
- park-and-ride lots
- two-way-left-turn lanes
- areas where snowmelt may run onto the roadway
- areas subject to drifting
- areas where snow storage reduces visibility in intersections

2. A state trunk highway that goes through a municipality remains on the state-maintained highway system unless it is designated a connecting highway. If it is not designated a connecting highway, the responsibility for maintenance of the traveled way remains with the Department. The maintenance of features outside the traveled way, including but not limited to the parking lanes, curb and gutter, sidewalks, sidewalks on bridges, and drainage facilities, is the obligation of the municipality, except where an existing state and/or municipal agreement states otherwise. The traveled way is defined as the width of roadway accommodating through traffic and all turn lanes.

The term maintenance applies not only to pavement repair, but also to winter maintenance operations. Because the department only maintains the traveled way, the local government is responsible for snow removal outside the traveled way, including but not limited to the parking lanes, sidewalks, and sidewalks on bridges.

In those areas where the department's past practice has been to remove snow outside the traveled way despite having no specific agreement, the department should cease such snow removal or formalize the added maintenance responsibility in writing.

No maintenance that is conducted, by agreement, outside the traveled way should be included on the storm reports, [HMM 6-10-20](#).

3. Driveways are not to be opened during plowing or as a cleanup activity. Owners are responsible for opening their driveways and removing the windrow. Authorized winging should be done carefully so that accumulation of snow in driveways is minimized.