



HOMEOWNER ASSOCIATION'S SNOW PLOWING POLICY

In order to plow snow from public streets within the borders of a Homeowners' Association (HOA) located in the City of Olympia, the HOA President and HOA's Professional Snow Removal Contractor must agree to the following conditions by signing below (*Note: Copies of this form are available at [the front counters at Olympia City Hall](#)*).

The HOA and HOA's Contractor agree to the following:

1. Only a licensed, insured, and bonded professional snow plow operator may be used to perform snow plowing services for HOA.
2. The professional snow plow operator must obtain a right-of-way permit from the City of Olympia prior to providing snow plowing services.
3. The professional snow plow operator shall maintain Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.
4. Snow will be plowed to the side of the street.
5. Snow berms will not be placed in intersections or streets or alleys.
6. Snow removal equipment will not be allowed to operate on arterials.
7. Snow berms shall not block access to fire hydrants, post office boxes, and ADA ramps. These areas must be kept clear and accessible.
8. Snow berms will not be allowed to block or diminish effectiveness of storm drains and other storm water inlets. The HOA will ensure that snow berms created by plowing will not create ponding or flooding.
9. The HOA will be responsible for all questions, complaints, and damages that arise as a result of the snow plowing services that its contractor provides.
10. Both the HOA and the HOA's Contractor agree to defend, indemnify, and hold the City of Olympia, its officers, officials, employees, and volunteers harmless from any and all claims, injuries, damages, losses, or suits, including attorney fees, arising out of or in connection with activities or operations performed by the HOA or HOA's Contractor, except for injuries and damages caused by the sole negligence of the City.
11. Prior to plowing snow, the HOA will distribute a flyer or by other reliable method of communication, to each resident within the HOA. The flyer/communication will contain the following information:
 - A statement that the residential snow plowing services are being provided by the HOA.
 - A statement that the HOA is responsible for all damages that may arise from the snow plowing services.
 - A statement that all questions and complaints associated with the snow plowing services be directed to the HOA.
 - The name, address, phone number, and e-mail of the HOA representative who will be contacted for questions and complaints. *Note: This contact information will also be provided in this document.*



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By signing below, I agree to all of the conditions contained in this document and certify I am authorized to sign on behalf of the HOA:

HOA INFORMATION

HOA Name: _____

HOA President Name (print): _____

HOA President (signature: _____ Date Signed: _____

HOA President Email: _____ Contact Phone: _____

HOA 24-HOUR CONTACT

Name: _____ Relationship to HOA: _____

Address: _____

Cell Phone: _____ Work Phone: _____

Email: _____ Home Phone: _____

CONTRACTOR INFORMATION

By signing below I certify I am a licensed, insured, and bonded professional snow plow operator.

Company Name: _____

Mail Address (include City, State, Zip): _____

Contact Name: _____ Work Phone: _____

Email: _____ Cell Phone: _____

Contractor Signature: _____ Date Signed: _____