

# CITY OF BURLINGTON



## BICYCLE PARKING GUIDELINES



*Short-term bicycle parking  
at the Leahy Center for Lake  
Champlain*

Photo: Local Motion



*Long-term bicycle parking  
at the Local Motion Trailside  
Center*

Photo: Local Motion



*Covered bicycle  
parking at 645 Pine Street*

© Avram Halperin

Traveling by bicycle in Burlington is a convenient, inexpensive, non-polluting and healthy way to get around, but the lack of adequate bicycle parking facilities and the fear of theft are major deterrents for all cyclists. Whether you are required or are volunteering to install bicycle parking, this guide will provide you with the knowledge to install bicycle parking facilities that are convenient, secure, and meet anticipated demand, while making your building more attractive and accessible to cyclists.



## GUIDING PRINCIPLES OF BICYCLE PARKING

The basics of effective bicycle parking are a **good rack** and a **good location**. This guide will take you beyond the basics and will enable you to provide bicycle parking that is safe and that will be used by cyclists.

**Safety** - Bicycle parking should safeguard against theft of bicycles and accessory equipment. Parking facilities should be securely anchored to the ground and should be of a design that allows the bicycle wheel and frame to be locked with either a u-lock or cable.

**Visibility** - High visibility attracts users, discourages theft and vandalism, and provides a sense of security for users. Bicycle parking should be well lit and either visible from the street or easily found with directional signs.

**Convenience** - Bicycles need adequate room to maneuver in and out of parking spaces. Don't try to squeeze in parking where there isn't room; racks that are too close together or too close to a wall won't be used. Bicycle parking should be far enough away from adjacent walls or obstacles, should allow room to move around parked bicycles, and must not block pedestrian or vehicular travel paths.

**Practical** - Bicycle parking facilities need to be easy to use, clearly intended for bicycle parking and, above all, not damaging to bicycles. Where possible, bicycle racks should be installed under cover. Well planned bicycle parking can serve both short- and long-term bicycle parking needs.

**Style** - Bicycle parking should be an asset to your environment, not an eyesore.

# LOCATION

The first step in planning your bicycle parking is finding a good location. Bicycle parking should meet the needs of your potential users, so consider where cyclists want to park instead of where you might like them to park. All bicycle parking should be located on a finished surface that will not be muddy, dusty, or snowy.

Businesses and residences with limited space for bicycle parking may want to consider shared bicycle parking.



*Short-term bicycle parking at Fletcher Free Library*

Photo: Will Flender

## **Short-Term Bicycle Parking**

Short-term bicycle parking provides a convenient and readily accessible place to park bicycles for shoppers, customers, messengers, and other visitors who generally park for two hours or less.

In general, short-term bicycle parking should be located within 50 feet of the main entrance of a facility.



*Bicycle locker with perforated steel safety door.*

Photo: American Bicycle Security Company

## **Long-Term Bicycle Parking**

Long-term bicycle parking provides a secure and weather-protected place to park bicycles for employees, students, residents, commuters, and others who generally stay at a site for several hours. Cyclists are generally willing to walk farther for long-term parking, but the measure of security must be greater than that provided by short-term parking.

## DESIGN & INSTALLATION

The second step in planning your bicycle parking is choosing a well-designed product and installing it correctly. Material, coating quality, and capacity should all be considered when comparing prices.

Bicycle parking spaces must allow room for the bicycle frame as well as room to maneuver. Refer to the Association of Pedestrian and Bicycle Professionals' Bicycle Parking Guidelines for specific installation instructions. Download the APBP Guidelines at [www.apbp.org](http://www.apbp.org).

### Short-Term Bicycle Parking

Short-term bicycle parking needs to be convenient and easily accessible. Short-term bicycle parking should:

- ❑ Not require one or both wheels of a bicycle to be lifted off the ground;
- ❑ Accommodate all sizes and shapes of bicycle frames;
- ❑ Be securely anchored to the ground on a finished surface that will not be muddy, dusty, or snowy;
- ❑ Separated from vehicular parking by a barrier that would protect bicycles from damage by cars;
- ❑ Located under cover, if possible.



*Ribbon (left photograph) and comb (right photograph) racks are NOT recommended because the front wheel must be lifted off the ground in order to properly lock a bike's frame to the rack.*

Photo: Local Motion

# DESIGN & INSTALLATION

## Long-Term Bicycle Parking

Long-term bicycle parking needs to protect parked bicycles from the weather in a safe and secure facility. Long-term parking options include:

1. Bicycle lockers, lids, or pods for one or two bicycles. Bicycle lids and pods allow secured bicycles to be seen from the outside, and there are models of bicycle lockers with perforated or see-through doors and/or sides that allow interior viewing. If graffiti is a concern, stainless steel models allow graffiti to be buffed away.
2. Adequate storage space within employee workspace
3. Recommended rack locations include:
  - an enclosed, locked room
  - a fenced area with a locked gate
  - a location that is visible from employee work areas
  - a location monitored by security cameras or guards



*Bicycle Lids*

Photo: EPA Best Workplaces for Commuters

# ALTERNATIVE FACILITIES

## Indoor Bicycle Parking

Most of us are familiar with outdoor bicycle parking, but indoor bicycle parking can be just as convenient and attractive when well planned. Providing indoor bicycle parking can be relatively simple, add a valuable asset to your building, and often accommodate a substantial number of bicycles.

Many buildings have some unused or “dead” space at the end of hallways, underneath stairs, in the lobby, or in parking garages. This space could be converted into indoor bicycle parking. Just like outdoor bicycle parking, indoor parking should accommodate men’s & women’s bicycle frames, allow bicycles to be locked to a rack or secured in a room, protect bicycles from scratches or damage, and should not create a safety hazard.

## Facilities for Commuters

Making bicycle parking available at a place of employment is the starting point for encouraging bicycle commuting. To complete your effort, a place or means to shower, change, and store clothes should be provided for commuters who often arrive at work wet, muddy, or sweaty. Employers can provide these facilities through:

- Showers and clothes lockers designed into new or retrofitted buildings;
- Joint showers and clothes lockers for businesses located close together;
- Employer-sponsored memberships to local gyms or fitness centers specifically for shower and locker use.



*Indoor bicycle parking & commuter facilities*

©Auram Halperin

# SIGNS & CREATIVE DESIGNS

## Signs

There are several types of signs that may be installed, but the most important are directional signs. Directional signs are a type of advertising that let cyclists know bicycle parking is provided and that their business is valued. These signs should be installed if bicycle parking is not visible from the street or main entrance.

## Creative Bicycle Parking

The City of Burlington encourages creative or non-standard bicycle parking structures as long as they are consistent with Burlington's Bicycle Parking Guidelines and with the APBP Bicycle Parking Guidelines.

Artist Designed  
Bicycle Parking, Los  
Angeles CA



Photo: Michelle Mowery,  
City of Los Angeles, CA

Bicycle Parking, Tempe AZ

Photo: City of Tempe, AZ



Bike Locker

*In June 2006, the Department of Public Works and Burlington City Arts partnered on the development of Burlington's first art bike rack. Local artist Kat Clear's proposal for a life-sized combination lock was the selected design, and it can be seen on the northeast corner of North Winooski Street and Pearl Street, in front of Lovely Nails & Radio Bean.*

© Avram Halperin



# PARKING ASSISTANCE PROGRAM & INSTALLATION WITHIN RIGHT-OF-WAY

In an effort to encourage the installation of bicycle parking facilities and increase city-wide bicycle use, the Department of Public Works (DPW) provides bicycle hitches or inverted u-racks at a reduced rate to Burlington property owners. For more information or to request a bicycle parking rack, use the Bicycle Parking Assistance Program application available at DPW, located at 645 Pine Street, or online ([www.dpw.ci.burlington.vt.us](http://www.dpw.ci.burlington.vt.us)). All bicycle parking provided through this program MUST be installed in compliance with these guidelines.

DPW also installs bicycle parking within the city right-of-way at no charge. To request bicycle parking within the right-of-way (e.g. in the sidewalk), submit a Bicycle Parking Request form, available at DPW or online.



*Bicycle hitch installed in  
Battery Park*

©Avram Halperin



*Inverted u-rack installed in  
downtown Burlington*

©Avram Halperin

## FREQUENTLY ASKED QUESTIONS

Why should I provide bicycle parking?

- 🚲 Increase your overall parking capacity at little cost
- 🚲 Gain a competitive advantage by attracting cycling customers
- 🚲 Eliminate the clutter, hazards, and tree damage associated with unplanned bicycle parking
- 🚲 Attract and retain health conscious customers and employees

Will bicycle parking be a liability problem for business or rental property?

- 🚲 Just like automobile parking, properly installed bicycle parking facilities are not a liability problem. If liability is a concern, post clear signs to alert bicycle owners of the personal responsibility they assume when using those facilities.

What if a parked bicycle is abandoned?

- 🚲 Call the Department of Public Works at 863-9094 to report an abandoned bicycle.

## ADDITIONAL RESOURCES

Bicycle Parking Guidelines - A Set of Recommendations from the Association of Pedestrian & Bicycle Professionals:

<http://www.apbp.org/pdfsanddocs/Resources/Bicycle%20Parking%20Guidelines.pdf>

A Guide to Bicycle Parking Facilities, Vermont Agency of Transportation (2001). Contact: Jon Kaplan, Bicycle & Pedestrian Coordinator, 802.828.5712, [jon.kaplan@state.vt.us](mailto:jon.kaplan@state.vt.us)

Bicycle Parking, Storage, & Changing Facilities. Transportation Demand Management Encyclopedia, Victoria Transport Policy Institute:

[www.vtpi.org/tm/tm85.htm](http://www.vtpi.org/tm/tm85.htm)

Burlington Bicycle Council: [www.burlingtonbikecouncil.org](http://www.burlingtonbikecouncil.org)

Local Motion, 1 Steele Street #103, Burlington VT, 802.652.2453, [www.localmotion.org](http://www.localmotion.org)

Burlington Planning & Zoning, 149 Church Street, Burlington VT, 802.865.7188, [www.ci.burlington.vt.us/planning](http://www.ci.burlington.vt.us/planning)

Burlington Department of Public Works, 645 Pine Street Suite A, Burlington VT, 802.863.9094, [www.dpw.ci.burlington.vt.us](http://www.dpw.ci.burlington.vt.us). Contact: Nicole Losch, Bicycle/Pedestrian/Environmental Planner, [nlosch@ci.burlington.vt.us](mailto:nlosch@ci.burlington.vt.us)

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Burlington Department of Public Works, 645 Pine Street Suite A, Burlington VT, 802.863.9094, [www.dpw.ci.burlington.vt.us](http://www.dpw.ci.burlington.vt.us). Contact: Nicole Losch, Bicycle/Pedestrian/Environmental Planner, [nlosch@ci.burlington.vt.us](mailto:nlosch@ci.burlington.vt.us)

# ACKNOWLEDGEMENTS

Produced by the City of Burlington Department of Public Works and the Burlington Bicycle Council (special thanks to Will Flender)

Photographs by:

Local Motion  
Will Flender  
Avram Halperin  
City of Tempe, AZ  
Michelle Mowery, City of Los Angeles CA  
EPA's Best Workplaces for Commuters  
American Bicycle Security Company  
Jeff Olson, League of American Bicyclists

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City of Portland, OR  
City of Chicago  
Chicago Area Transportation Study Council of Mayors  
Transportation Alternatives, NY



*Burlington:  
Bicycle Friendly  
for all ages!*

Photo:  
Jeff Olson, League of  
American Bicyclists