

APPLICATION FOR ON-STREET BICYCLE PARKING CORRAL

Bicycle corrals are grouped bike parking installations located in the street parking lane. The goal of the on-street corral program is to encourage bicycle use and provide businesses and organizations the opportunity for a convenient placement of bicycle parking at their location. The City of Minneapolis will provide a 50/50 cost share for the equipment purchase including install/removal/storage costs. The application process shall complete these items:

- I. Eligibility checklist***
- II. Applicant information***
- III. Installation/Removal/Maintenance agreement***
- IV. Site selected and applicant payment received***
- V. Vendor site plan submitted, Public Works final approval, and Vendor installation***

Items I, II & III are completed by the applicant and submitted to the City. After the City reviews these 3 items and confirms that the provisions are met for location feasibility, the applicant will be placed on the waiting list.

The applications will be reviewed and the locations will be selected citywide based on equity, geographic distribution and bicycle parking needs. After a location is selected, the applicant will submit their payment. Then the site plan, final approval and installation will occur.

After installation is complete, the applicant will maintain the corral according to the signed agreement. Then each fall, the vendor will remove and transport to storage. And followed by each spring, where City will notify the applicant to submit their payment for the upcoming season.

PROPOSED LOCATION (nearest street address) _____

I. Eligibility Checklist

- a. Based on observations at the proposed location ...
 - How many bicycles are typically parked on the block during peak use periods? _____
 - Are there existing bicycle racks present? _____ Are they used to capacity? **Yes** _____ **No** _____
- b. Does the applicant/establishment have available off-street parking space or private property to accommodate bicycle parking needs? **Yes*** _____ **No** _____
 - *If Yes, how much space can be allocated? _____
- c. Is the on-street bicycle corral intended to span more than one business? **Yes*** _____ **No** _____
 - *If Yes, an application must be received from each sponsoring business.
- d. Is there a metered parking space(s) at proposed location? **Yes*** _____ **No** _____
 - *If Yes, what is the 5 digit meter space number for each proposed space _____
 - Note: Meter parking space(s) will be seasonally hooded for the bicycle corral.*
- e. The posted city street speed limit shall be 30 mph or less at the proposed location.
 - *City staff will determine the speed limit of the city street. _____ mph.*

II. Applicant Information

Applicant Name: _____
Phone Number: _____ Email: _____
Name of Business: _____
Type of Business: _____
Business Street Address: _____
City: _____ State: _____ Zip: _____
Neighborhood Association: _____
Business Association: _____

I am both the property owner and business owner of this business stated above.

If different from applicant above:

Business owner/Mgr Name: _____
Business owner/Mgr Phone: _____
Business owner/Mgr Email: _____

Name of Property Owner or Representative: _____
Name of Property Owner Company: _____
Property Owner Street Address: _____
City: _____ State: _____ Zip: _____

Business and Property Owner's Affirmation

I/We, the undersigned, do affirm that I/We are the owner or a duly authorized representative of the business or the organization owning the property at the above referenced property address. I have been made aware of the applicant's intent to install a bike corral in the street parking lane in front of the business at the property listed on this application and have no objections.

Once initial eligibility criteria and provisions are met and approved by the City, I/We understand and agree with the responsibilities and obligations of the Bicycle Corral Program.

Business owner _____ {Signature*}

{Print Name} _____

Property owner _____ {Signature*}

{Print Name} _____

Submit application items **I, II & III** to following City address for review regarding location feasibility and to be placed on the waiting list. If City approves the location for bicycle corral, the City will notify applicant.

Minneapolis Traffic & Parking Services, 33 North 9th Street, Room 100, Minneapolis, MN 55403-1326
Or by Fax: (612) 673-2898 or Email: Paul.Cao@minneapolismn.gov



**III. CITY OF MINNEAPOLIS BICYCLE CORRAL
INSTALLATION/REMOVAL/MAINTENANCE AGREEMENT**

Instructions: Please complete blank fields below,
print, sign, and return with the application.

We request the City of Minneapolis to install an on-street bicycle parking corral outside of
(business name): _____

The bicycle corral will be located at _____
(Address or Location Description)

This bicycle corral will be installed by the City based on this application. Because the City requires regular maintenance of the bicycle corral by the applicant, the tenant(s)/business owner(s) at the above property or the owner of said property are entering into this agreement with the City.

To facilitate the installation of an on-street bicycle corral, it is agreed that:

1. The applicant acknowledges that the corral is for public use, and not for the exclusive use of any particular business or property.
2. The applicant acknowledges the City’s ownership of the bike corral at this location with the intended installation to occur seasonally for a minimum of 5 years or the corral’s expected life span. Should the business or property owner change hands or be transferred, the City will retain the right to remove the corral unless the new business or property owner enters into a new agreement with the City.
3. The applicant is responsible for assisting and funding their share of the annual installation, removal and storage of the bicycle corral for the winter season. Bicycle corrals shall be removed prior to November 1st and installed no earlier than April 15th.
4. The applicant is responsible for daily inspection and upkeep of the corral and surrounding area to be free of litter, debris, graffiti, stickers, and snow and ice that may accumulate while it is installed at their location. Applicant shall be keep corral clear of leaves during spring and fall street sweeps.
5. Evidence of damage, vandalism, or the presence of abandoned bicycles will be reported to City by calling 311. Should errant motorists, vandalism, or neglect damage the site the City can choose to replace the equipment or remove the bicycle corral in its entirety. If funding is not available to replace the equipment or if it is determined the location is underutilized for the purpose of parking bicycles the City reserves the right to remove the bicycle corral.
6. All holes drilled into the street surface for anchoring materials associated with bicycle corral shall be sealed with asphalt caulking after removal of the corral. The sealed holes shall then be reused for any subsequent corral installations by the City’s bicycle corral vendor.
7. The City will furnish, install, and remove bicycle parking signs.
8. No changes to the approved plan will be permitted without the City’s approval.
9. The applicant will provide the City 30 days’ notice of cancellation of this agreement.
10. The City reserves the right to remove the bicycle corral for any reason (including but not limited to the interest of public health, safety, and welfare) and without prior notice to the applicant.

Applicant Signature

By signing this document, I verify that I have read the above agreement and agree to its provisions. I verify that I am an authorized representative of the applying entity.

Name _____ Date _____

Business or Organization _____

City of Minneapolis, Traffic & Parking Services

Name: _____

Date: _____ Title: _____

IV. Site Selected & Applicant Payment Received

Site selection and approval will be completed by the City. City will request payment from the applicant.

V. Vendor Site Plan Submittal

Applicant will work with City's bicycle corral vendor who would perform a site visit and submit the proposed site plan to the City. The site plan should be in general conformance of the attached Standard Minneapolis Bicycle Corral and the following requirements:

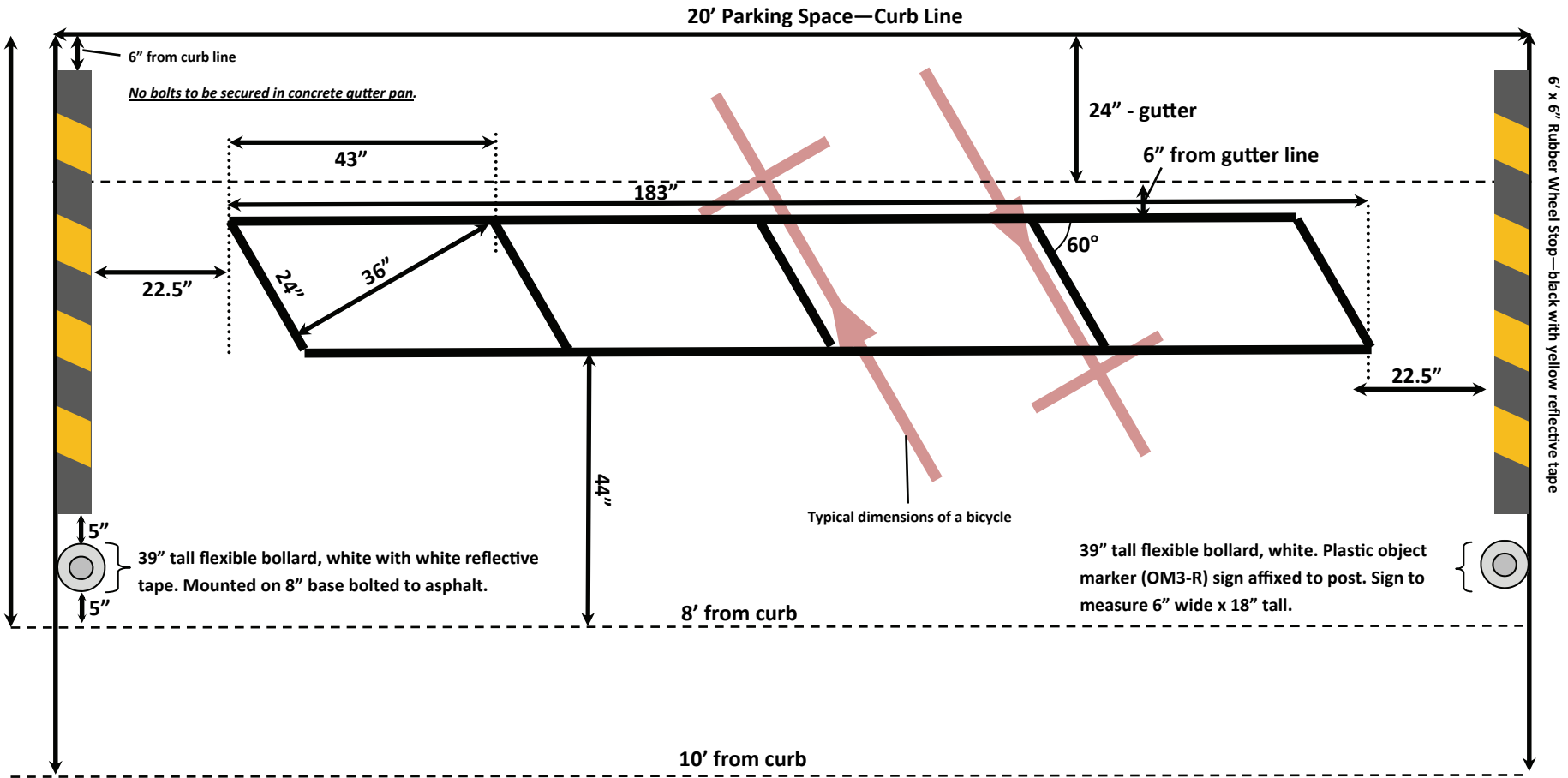
1. Placement in relation to the sidewalk and building.
2. Height, length, and width details.
3. Placement in relationship to the rest of the street block (overhead view with measurements showing the location of the bicycle parking corral and all other objects in the area).
4. Attachment of the bicycle corral and wheel stops to the street pavement shall minimize risk of water penetration.
5. The on-street bicycle corral shall be located only in the parking lane.
6. Parking lane width must be adequate to provide sufficient space for the corral as to not impact travel lanes and to maintain safe traffic flow.
7. The bicycle corral shall be for public use and placed near to the main entrance of the building as possible.
8. Bicycle corral location shall be in front of a commercial property.
9. Placement of corral must be located no closer than 20 feet from any intersection, driveway, or pedestrian crossing (unless otherwise marked), no closer than 30 feet in advance of any traffic control device (stop sign or signalized intersection), within 10 feet of a fire hydrant or any other areas where parking is restricted by State Statute or City Ordinance.
10. Bicycle parking within the corral shall be designed in a manner that does not cause mounting and dismounting of the bicycles to be done in the adjacent travel lane.
11. Bicycle corrals shall be designed to accommodate a minimum of 10 bicycles in a typical parking space of 20 feet in length.
12. Bicycle corrals are not permitted on roadways with speed limit greater than 30 mph.
13. After a site visit is completed by the City's bicycle rack vendor, the vendor will provide to City staff copies of the detailed plan layout of the bicycle corral placement.
14. City staff will coordinate and process according to the applicant's request date. City staff does not, at this time, have resources to conduct the installation, so selected applicants will be required to work with City's bicycle rack vendor to install the racks in the appropriate location as specified by Traffic & Parking Services.

Note that bicycle corral facilities will be designed and installed in coordination with City's bicycle corral vendor. After submission of the application, City of Minneapolis staff will contact the applicant to confirm approved or denied location feasibility and bicycle parking demand. The applicant and vendor are responsible for installation of bicycle corrals in accordance with attached Standard Minneapolis Bicycle Corral specifications.

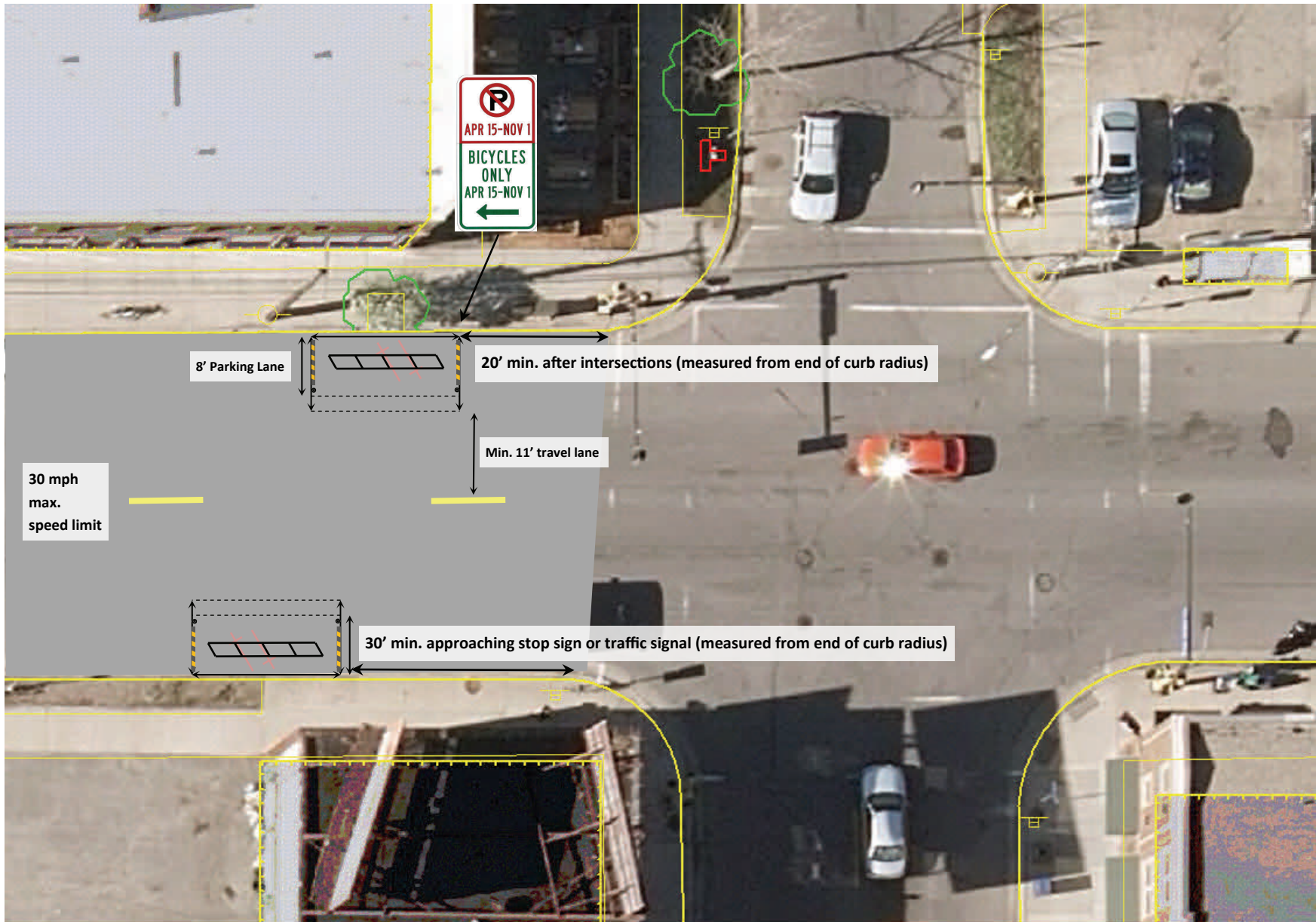
Standard Minneapolis Bike Corral:

60 degrees, 36" separating racks (NACTO recommended)

10 bike parking spots, narrow entrance/exit areas



Bike Corral—Positioning at Intersections



39" White Flexible
Delineator



6" x 18" OM3-R
Sign, mounted to
39" white flexible
delineator. Plastic,
retroreflective



Examples of wheel stops—yellow specified.