

Note: Anyone wishing to speak at any Transportation Commission meeting is encouraged to do so. If you wish to speak, please rise and, after you have been recognized by the Chair, give your name and complete address for the record. You will then be allowed to speak. Please note the public testimony may be limited by the Chair.

ASHLAND TRANSPORTATION COMMISSION

September 24, 2015

AGENDA

- I. **CALL TO ORDER:** 6:00 PM, Civic Center Council Chambers, 1175 E. Main Street
- II. **ANNOUNCEMENTS**
- III. **CONSENT AGENDA**
 - A. Approval of Minutes: None, August minutes to be approved in October.
- IV. **PUBLIC FORUM**
- V. **NEW BUSINESS**
 - A. Bike Share (Zagster) (30 min.)
 - Connie Wilkerson from United Way will update Commission on Bike Share program
 - B. Various Ashland Transportation System Concerns (10 min.)
 - Update to Commission on various items of citizen concern
- VI. **OLD BUSINESS**
 - A. Ashland Shuttle (30 min.)
 - Continued discussion regarding the Ashland E-Shuttle Project
- VII. **FOLLOW UP ITEMS**
 - A. Downtown Parking and Multi-Modal Circulation Study Update-Chair
 - B. N. Main Bus Stop locations
 - C. Normal Ave. Neighborhood Plan Status Update
- VIII. **INFORMATIONAL ITEMS**
 - A. Action Summary
 - B. Traffic Crash Summary
 - C. Oregon Impact September Newsletter
 - D. Encroachment Guidelines
- IX. **COMMISSION OPEN DISCUSSION**
- X. **FUTURE AGENDA TOPICS**
 - A. Public Outreach/Education-Oregon Impact Programs
 - B. Traffic Control Resolution Update
 - C. Deer Signage
 - D. Traffic Crash Summary PD letter
- XI. **ADJOURNMENT:** 8:00 PM

Next Meeting Date: October 22, 2015

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Public Works Office at 488-5587 (TTY phone number 1 800 735 2900). Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to the meeting (28 CFR 35.102-35.104 ADA Title I).



CITY OF ASHLAND

Transportation Commission

Contact List as of September 2015

Name	Title	Telephone	Mailing Address	E-mail Address	Expiration of Term
Dominic Barth	Commissioner	617-840-5425	586 ½ C Street	dofriesgowwiththatshake@yahoo.com	4/30/2018
Danielle Amarotico	Commissioner	541-840-3770	265 Alta Avenue	Danielle@CommonBlockBrewing.com	4/30/2017
Joe Graf	Commissioner	541-488-8429	1160 Fern Street	jlgrans15@gmail.com	4/30/2018
Alan Bender	Commissioner	541-488-4967	145 Almond Street	Alan.bender@erau.edu	4/30/2017
Vacant	Commissioner				4/30/2016
Corinne Viéville	Commissioner	541-944-9600	805 Glendale Avenue	corinne@mind.net	4/30/2016
David Young	Commissioner	541-488-4188	747 Oak Street	dyoung@jeffnet.org	4/30/2018

Non Voting Ex Officio Membership

Mike Faught	Director of Public Works	541- 488-5587	20 E. Main Street	faughtm@ashland.or.us	
Mike Morris	Council Liaison	541-708-3665	20 E. Main Street	morrism@council.ashland.or.us	
Brandon Goldman	Planning Dept	541- 488-5305	20 E. Main Street	goldmanb@ashland.or.us	
Steve MacLennan	Police Dept	541- 552-2433	20 E. Main Street	macleanns@ashland.or.us	
Scott Hollingsworth	Fire Dept	541- 552-2932	20 E. Main Street	hollings@ashland.or.us	
Honoré Depew	SOU Student Liaison	503- 422-6723		honoredepew@gmail.com	
VACANT	Ashland Schools				
Dan Dorrell PE	ODOT	541- 774-6354	100 Antelope Rd WC 97503	Dan.w.dorrell@odot.state.or.us	
Paige Townsend	RVTD	541- 608-2411	3200 Crater Lake Av 97504	ptownsend@rvtd.org	
VACANT	Ashland Parks		20 E. Main Street		
Jenna Stanke	Jackson County Roads	541- 774-6231	200 Antelope Rd WC 97503	stankeJS@jacksoncounty.org	
David Wolske	Airport Commission			david@davidwolske.com	

Staff Support

Scott Fleury	Engineering Serv Manager	541- 488-5347	20 E. Main Street	fleuys@ashland.or.us	
Karl Johnson	Associate Engineer	541-552-2415	20 E. Main Street	johnsonk@ashland.or.us	
Tami De Mille-Campos	Public Works Assistant	541-552-2427	20 E. Main Street	campost@ashland.or.us	
Whitney Dennis	Administrative Assistant	541-552-2427	20 E. Main Street	dennisw@ashland.or.us	



Zagster

Zagster Bike Doc Specs

Zagster Docks- Bike Dock



MATERIALS

ASTM A36 Steel for all structural steel plate (standard)

ASTM A53 Steel for all Pipe (standard)

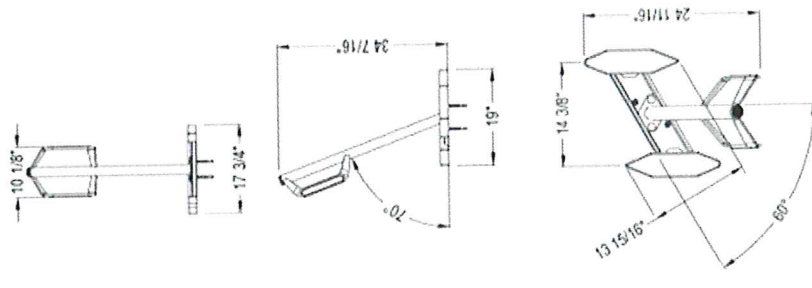
FINISH

Galvanized

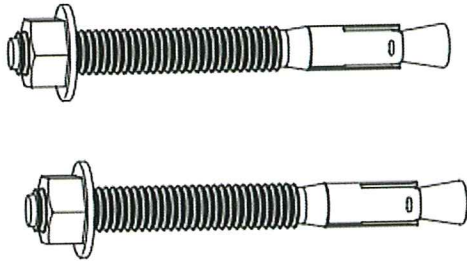
A zinc oxide coating protects from elements that can lead to oxidation, corrosion and rust that can cause the eventual weakening of the steel

Black Powder Coat

Final Coat– Polyester based Powder Coating – this offers a hard shell finish to the product to protect the metal substrate from oxidizing. Our finishes withstand harsh conditions with a strong polyester UV-stable coating with superior salt spray protection.



Zagster Docks- Fixed Installation



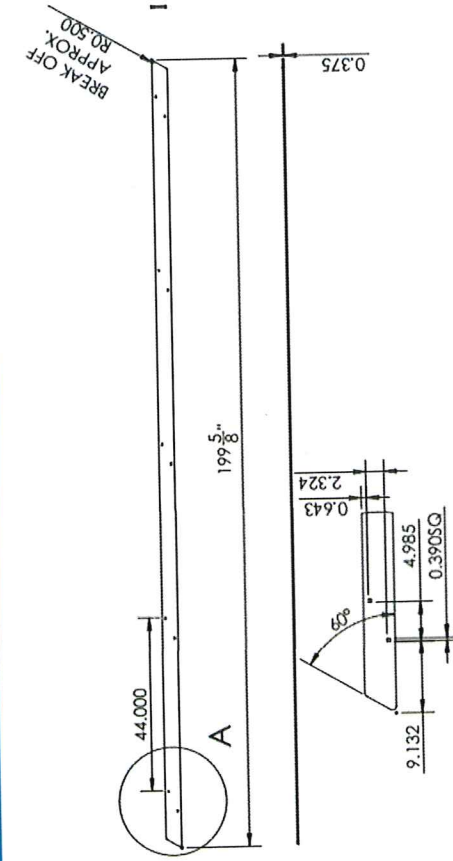
Tech Notes:

- Drill hole diameter: $\frac{3}{8}$ "
- Minimum embedment 1 $\frac{1}{2}$ "
- Pull out strength (2000 PSI concrete) 3229#
- Work load strength (2000 PSI concrete) 807#
- Shear strength (2000 PSI concrete) 4318#
- Tightening torque 10-15 FtLBs

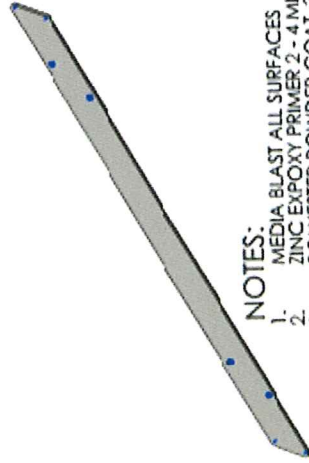
Wedge Anchor- $\frac{3}{8}$ " x 16UNC x 3- $\frac{3}{4}$ "



Zagster Docks- Free-Standing



DETAIL A
SCALE 1:12

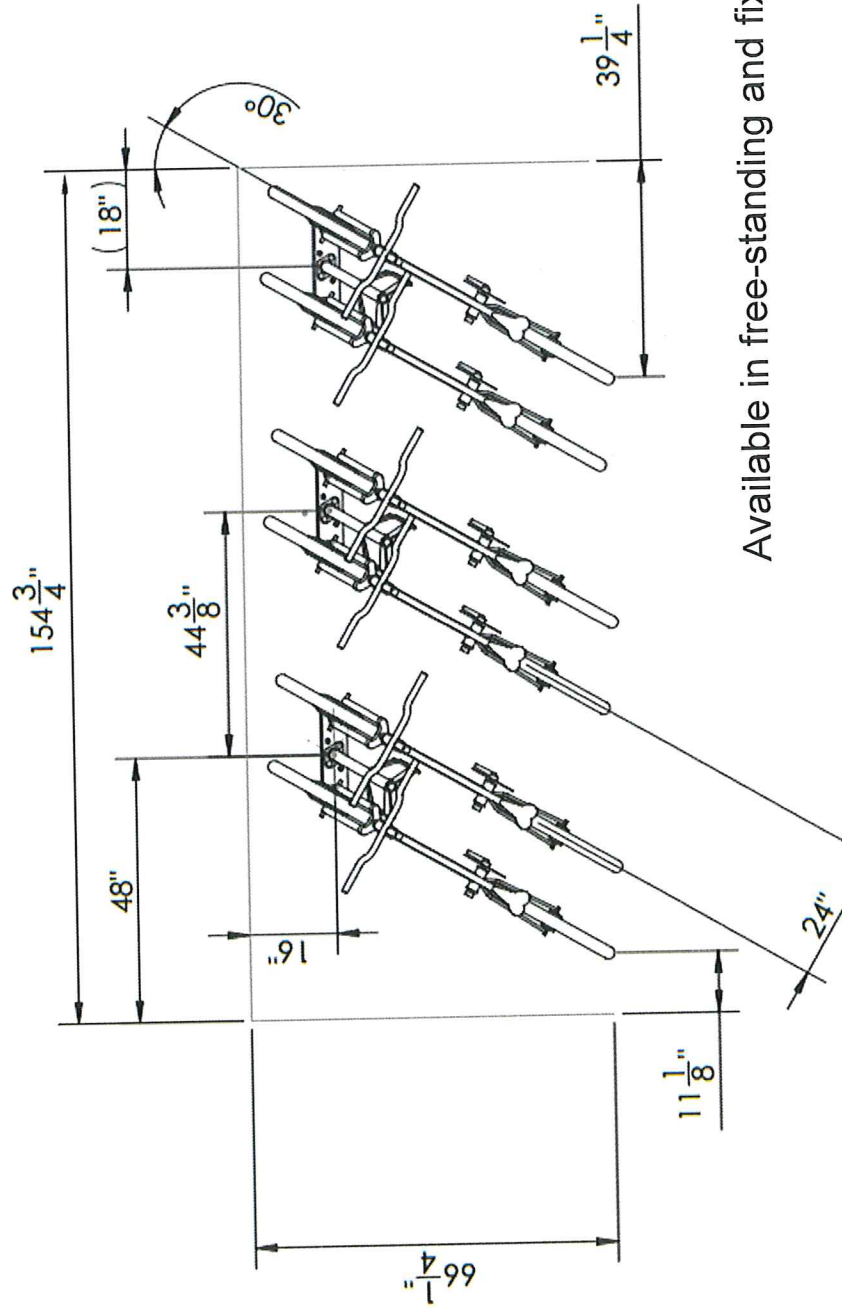


- NOTES:
1. MEDIA BLAST ALL SURFACES
 2. ZINC EPOXY PRIMER 2 - 4 MIL
 3. POLYESTER POWDER COAT 3-5 MILS



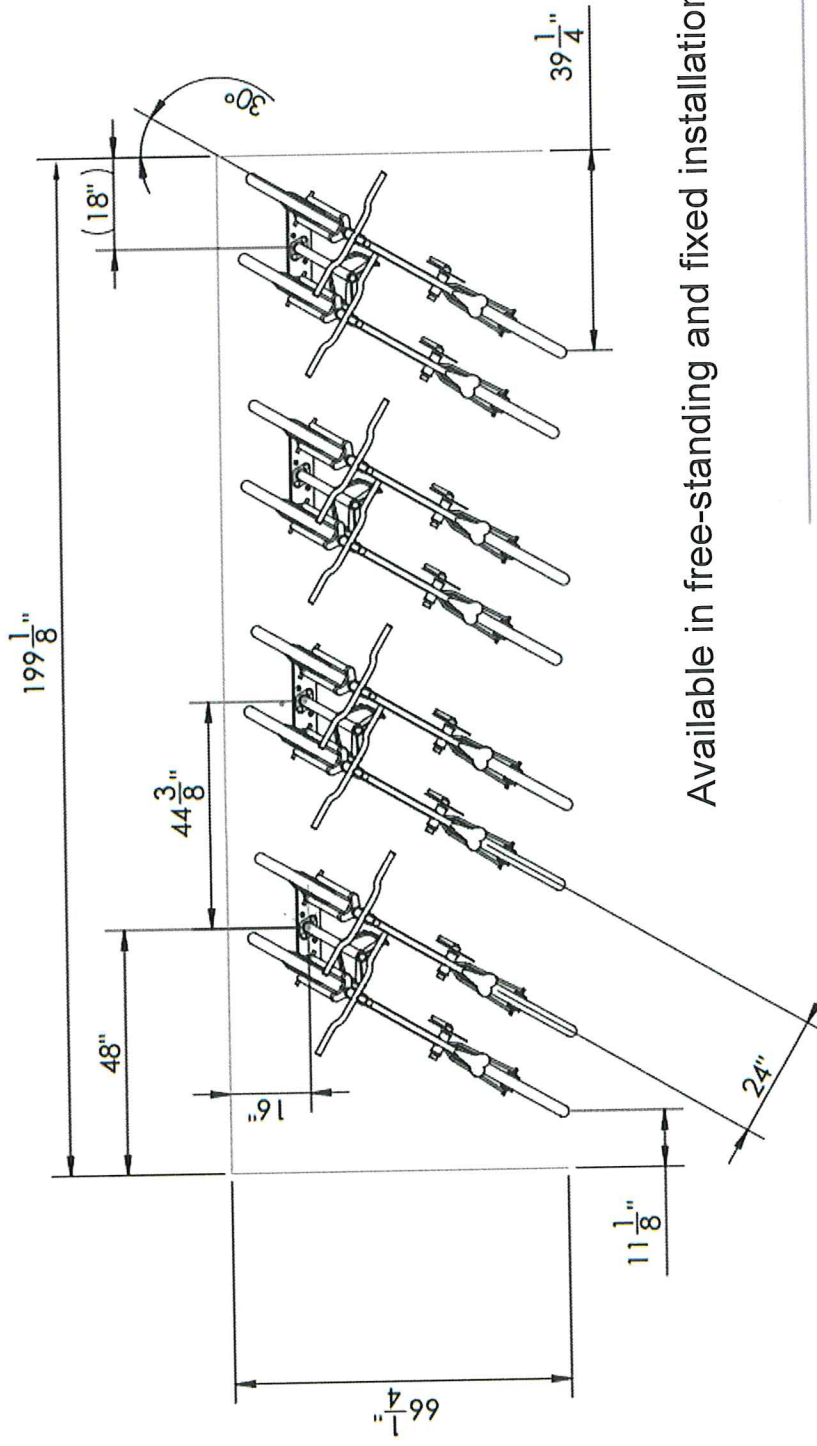
- Available in 2 (4 bikes), 3 (6 bikes), and 5 (10 bikes) rack rails
- Requires angled parking

Zagster Docks- Angled 6 Bikes



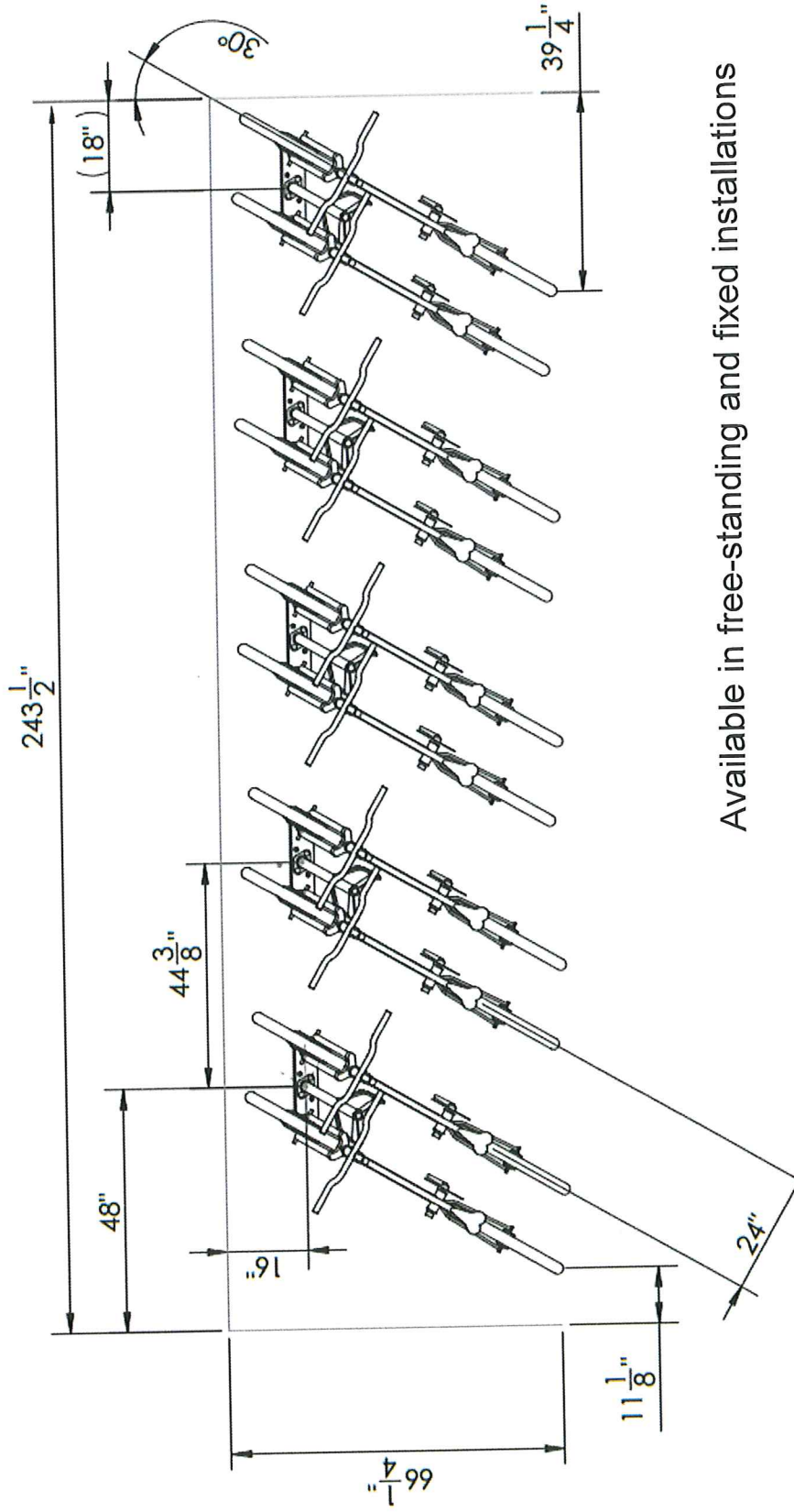
Available in free-standing and fixed installations

Zagster Docks- Angled 8 Bikes



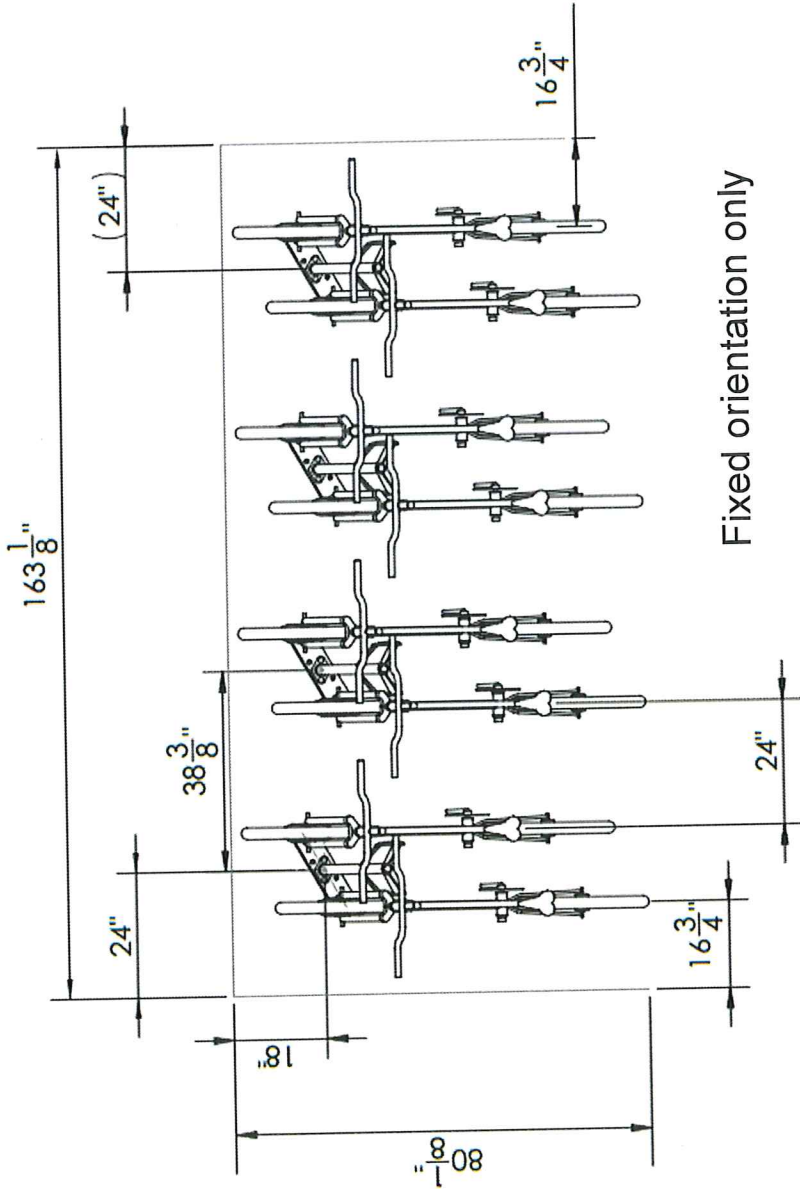
Available in free-standing and fixed installations

Zagster Docks- Angled 10 Bikes

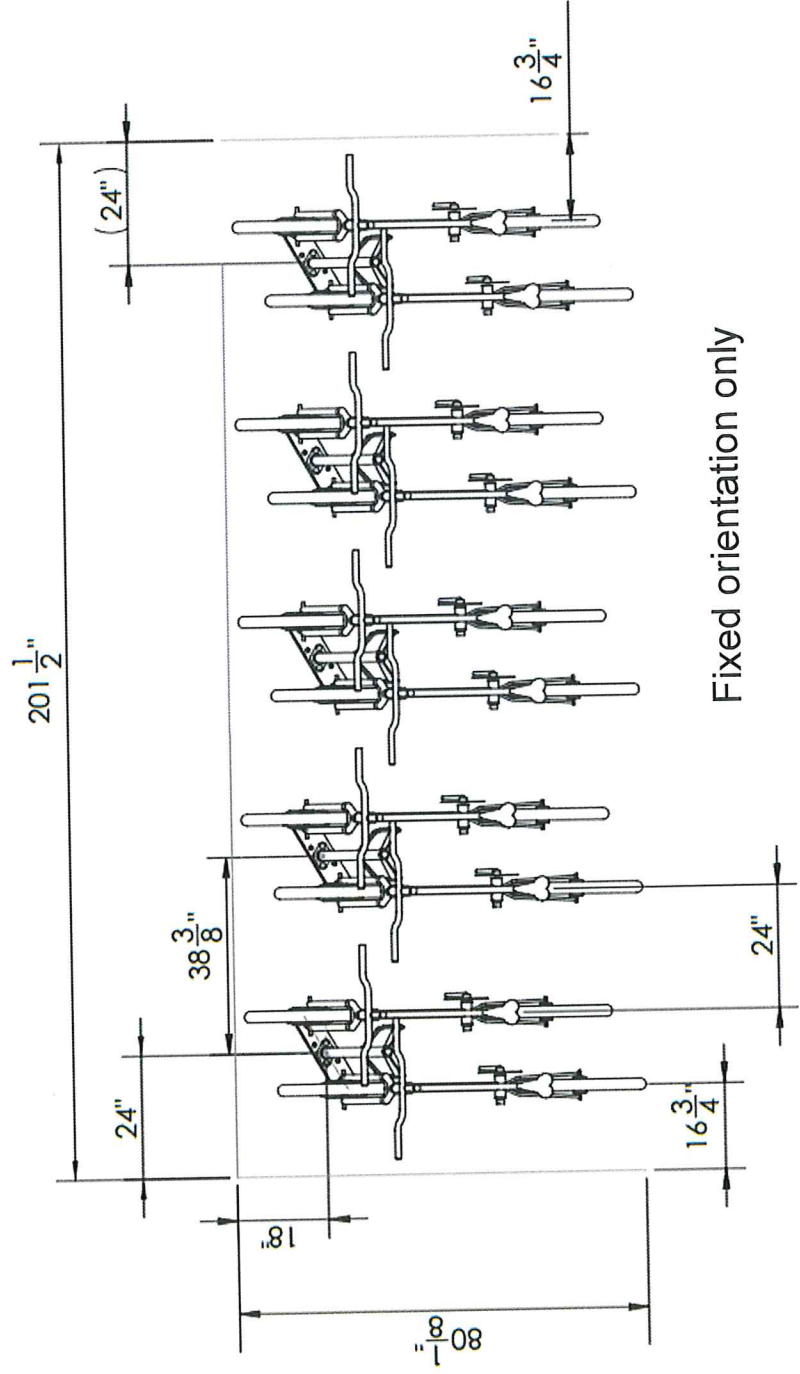


Available in free-standing and fixed installations

Zagster Docks- Perpendicular 8 Bikes



Zagster Docks- Perpendicular 10 Bikes



Memo

CITY OF
ASHLAND

Date: September 17, 2015
From: Scott A. Fleury
To: Transportation Commission
RE: Transportation System Concerns

BACKGROUND:

Staff will provide update to Commission regarding issues our consultant traffic engineer is reviewing. Concerns range from crosswalk improvements to site distances issues.

CONCLUSION:

This is an update to the Commission regarding various analysis currently underway. No action is required.

Transportation Commission
Action Summary
as of September

Month Year	Item Description	Status	Date Complete
June 25 TC	88 N. Main Loading Zone	TR15-02	
December 19 TC	Orange Ave. Bike Boulevard	TR13-14	11/14
October 24 TC	Faith Ave. Sharrows/Signs	TR14-2	11/14
August 26 TC	N. Mountain Ave Improvements	TR13-12	
May 23 TC	Bike Path Signage	Approved TR13-08	
May 23 TC	Plaza Parking Prohibition	Approved TR13-09	6/13
February 28 TC	Main St. Parking Restriction	Approved TR13-07	4/13
February 28 TC	Fair Oaks No Parking Restriction	Approved TR13-03	4/13
February 28 TC	East Main Crosswalk Signage	Approved TR 13-04	4/13
October 12 TC	B St. and Eighth St. sight distance	Approved, TR 2012-04	
October 12 TC	B St. and Second crosswalk sight distance	Approved, TR 2012-05	
September 12 TC	B St. and Second sight distance analysis	Staff report complete	
September 12 TC	Lithia/First Intersection Analysis	Traffic Engineer under contract to perform services	
August 12 TC	Centerline marking on Takelma Way	Approved, TR 2012-03	9/12
March 12	Sharrows markings on Maple St.	approved, TR 2012-01	10/12
March 12	Centerline marking on Crispin St.	approved, TR 2012-02	10/12
March 12	Loading zone on Lithia Way	not approved	
November 11 TC	Parking prohibitions on Highwood Dr.	approved, TR 2011-09	2/26/12
October 11 TC	Crosswalk on A Street	approved TR 2011-08	12/1/11
August 11 TC	Parking prohibitions on Almond	approved TR 2011-07	✓
August 11 TC	Stop sign at 4th and A Streets	not approved	
Jul 11 TC	Parking Prohibitions on E. Nevada	approved; TR 2011-04	3/6/12
Jul 11 TC	Stop Sign at Starflower	approved yield; TR 2011-05	11/17/11
Jul 11 TC	A' Shared Road	approved; TR 2011-06	10/28/11
June 11 TC	N. Main Road Diet	TC recommend implementation asap, approved 8/2/11	
June 11 TC	Parking prohibition on Central	TR 2011-03, install painted centerline, only	✓
May 11 TC	Stop sign on Homes	Stop sign not approved, other improvements implemented.	
May 11 TC	Stop sign on Pinecrest	not approved	
May 11 TC	Left turn signal at Wightman	recommended review by traffic engineer	
May 11 TC	Memorial Sign Request	recommended development of a policy, approved by Legal/Planning. Approved by Council	1/27/12
Apr 11 TC	N. Main Road Diet Pilot	Approved by Council 8/2/11	
Feb 11 TC	Parking Prohibitions Meadowbrook	TR 2011-02 order sent to Street Div.	✓
Feb 11 TC	Parking Prohibitions on Liberty St	TR 2011-01 order sent to Street Div.	✓
Feb 11 TC	Bike Corral on Third Street	Completed & installed	✓
Dec 10 TC	Petition for ped. rail crossing	referred to TSP process	
Dec 10 TC	Siskiyou Blvd x-walk at Frances	no action required	12/16/10
Nov 10 TC	S Mountain Mid Block Crosswalk	Approved to be installed in cooperation with SOU	
Nov 10 TC	E Main @ RR Crosswalk Review	Commission asked stop sign replaced	
Oct 10 TC	A St Sharrow Designation	Commission asked for Kittleson review	
Oct 10 TSC	Safety Sleeve for Bollard @ RR Park	replaced	✓
Oct 10 TSC	Storm Drain on Bike Path @ N Mtn	staff is researching	
Oct 10 TSC	Additional Vehicle Parking Downtown	Contacted ODOT	
Oct 10 TSC	Crosswalk at Lithia and E Main	TR 2010-06, order sent to Street Division	✓
Oct 10 TSC	Stop Sign at Helman & Nevada	not approved	✓
Oct 10 TSC	Stop Sign on 'B' @ Third	not approved	✓
Oct 10 TSC	Crosswalk on Siskiyou @ Morton	not approved	✓
Aug 10 TSC	Grandview/Sunnyview/Orchard/ Wrights	vegetation clearance referred to street dept for	
Aug 10 TSC	15 Minute Parking on A Street	TR 2010-05, order sent to Street Division	
Aug 10 TSC	First St Parking Prohibition Change	TR 2010-04, order sent to Street Division	
Aug 10 TSC	Granite St Parking Prohibition Change	not approved, Swales will resubmit request	✓
Aug 10 TSC	Hargadine St Parking Prohibition Change	review as part of TSP update	
Aug 10 TC	Bridge Street Parking Prohibition Change	Memo received from Fire Dept recommending against change	✓
Jul 10 TSC	Truck Route Ordinance Review	Staff researching, Nov 2010 agenda item	
Jun 10 TC	2 Year Project List Goal Setting	3 goals selected	✓
Jul 10 TC	Audible Crosswalk Signals for Downtown	Viewille working w/staff to develop priority list for \$27K budget	
Jul 10 TC	Shared Road Policy	review as part of TSP update	
Mar 10 TSC	Yield Sign at Terrace @ Holly	TR 2010-02	✓
Mar 10 TSC	Ashland St @ YMCA Crosswalk	not approved by ODOT	✓
Mar 10 TSC	Oak St Crosswalk at A St	included in Misc Concrete Project; bids due 11/17/10	
Jul 09 TC	Additional Downtown Bike Parking	Implementation list complete, will be installed as budget permits	
Nov 09 TC & TSC	Crosswalk for East Main @ Campus Way	Staff applying for funding through grant application	
Nov 09 TC & TSC	Grandview Shared Road Improvements	TR 2010-03, other improvements likely in future	
Aug 09 TC	Oak Street Sharrows	TR 2010-01	✓
Jul 09 TC	Will Dodge Way Improvements	Complete	9/2010
Apr 09 TC	Siskiyou Bv Pedestrian Improvements	complete	✓
Aug 09 TSC	Union/Allison and Fairview Intersection	not approved	✓
Nov 09 TSC	Yield Sign at Palmer Rd	not approved	✓
Nov 09 TSC	Stop Sign at Indiana St	not approved	✓
Dec 09 TSC	Terrace St Traffic Calming	not approved	✓
Dec 09 TSC	Ashland Village Traffic Calming	not approved	✓

MOTOR VEHICLE CRASH SUMMARY

MONTH: AUGUST, 2015

NO. OF ACCIDENTS: 12

DATE	TIME	DAY	LOCATION	NO. VEH	PED INV.	BIKE INV.	INJ.	DUII CITED	PROP DAM.	HIT/RUN	CITY VEH.	CAUSE - DRIVER ERROR
4	17:59	Tue	Laurel St at N Main St	1	N	Y	Y	N	Y	N	N	Driver v1 turning right onto N Main St was struck by a bicyclist who was riding at a high rate of speed and passing vehicle on the right. Cyclist transported to hospital. Dv1 cited for driving uninsured, bicyclist warned for unsafe operation/
6	11:15	Thr	Garden Way at Sunset Av	2	N	N	N	N	Y	N	N	V1 was found against v2 in a driveway, and had apparently rolled over a garden and 18 inch retaining wall, ending up against the other vehicle. No citation, exchange of info only.
11	12:13	Tue	Siskiyou Bl near Liberty St	2	Y	N	N	N	N	N	N	ped in crosswalk; Dv1 stopped for ped crossing, was rearended by v2 who failed to stop in time. Exchange of info, very slight damage.
14	09:40	Fri	500 Block of Walnut St	1	N	N	Y	N	Y	N	N	Driver lost control of vehicle and crashed into ditch. Was cited for reckless driving and reckless endangering.
14	13:40	Fri	Pioneer St north of B St	1	N	N	N	N	Y	N	N	Driver of a box truck attempted to drive through banking window and struck overhang. Unknown amount of damage.
16	21:50	Sun	First St near Lithia Way	2	N	N	N	N	N	N	N	Dv1 bumped parked car while negotiating a turn. Information exchange only, very minor damage.
20	13:32	Thr	N Main St near Winburn Wy	2	N	N	N	N	Y	N	N	Dv1 bumped parked car while negotiating a turn. Information exchange only, very minor damage.
21	12:26	Fri	Tolman Creek Rd north of Ashland St	2	N	N	N	N	N	N	N	minor rear crash in traffic, information exchange only.

22	20:39	Sat	near Hunter Ct	1	N	N	N	Y	Y	N	N	Vehicle overturned "off road", no further information. Driver arrested for DUII, Reckless Endangering x2, Trespass
24	13:53	Mon	N Laurel St near Van Ness Av	2	N	N	N	Y	Y	N	N	Dv2 opened door while truck pulling trailer was passing by causing damage to trailer. Dv2 cited for unlawful door opening.
25	17:06	Tue	Clay St near Blackberry Ln	2	N	N	N	Y	N	Y	N	Dv1 struck parked v2 while backing. Witnesses had him stop and leave note, but info was invalid. Believed to be DUII. No further info.
25	19:08	Tue	Lithia Way near Oak St	2	N	N	N	N	N	N	N	Juvenile driver of a non-street legal pocket bike lost control and crashed into a parked vehicle. Non injury, no citation. Parent notified.

MOTOR VEHICLE CRASH SUMMARY

MONTH: JULY, 2015

NO. OF ACCIDENTS: 19

DATE	TIME	DAY	LOCATION	NO. VEH	PED INV.	BIKE INV.	INJ.	DUII CITED	PROP DAM.	HIT/ RUN	CITY VEH.	CAUSE - DRIVER ERROR
1	10:31	Wed	E Main St at Crocker St	2	N	N	N	N	Y	N	N	Dv1 outbound on E Main St struck v2 which was making a left turn off of Crocker St. Dv1 cited for not have an operators license.
1	14:00	Wed	Siskiyou Bl at Indiana St	2	N	N	N	Y	Y	N	N	DV2 rearended v1. Driver was found to be intoxicated and was cited for felony DUII.
7	8:30	Tue	Park St. south of Siskiyou Blvd	2	N	N	N	Y	Y	Y	N	Dv2 hit parked v1 and left scene without making attempt to contact vehicle owner. Was later found and cited for hit and run.
7	09:07	Tue	Lithia Wy near Third St	2	Y	N	N	N	Y	N	N	ped in crosswalk; Dv1 was rearended by dv2 while stopped for a pedestrian crossing the street. DV2 was cited for following too close and driving uninsured.
7	17:05	Tue	Ashland St at Clover Ln	2	N	N	Y	N	Y	N	N	Dv1 turning left onto Ashland St was struck by a motorcycle passing slow vehicles, traveling in the center lane. Possible cyclist fatality.
8	15:20	Wed	W Hersey St at Laurel St	2	N	N	N	N	Y	N	N	Dv1 stopped at 4 way and continued through. Dv2 ran stop sign and struck v1 in intersection. No citation issued.
8	18:15	Wed	Winburn Wy near Nutley St	2	N	N	N	N	N	N	N	Dv1 was backing out from a parking stall and was struck by v2 which was traveling along the street. No citation, non-reportable.
8	UNK	Wed	Pioneer St near B St	2	N	N	U	N	U	Y	N	V1 was struck while parked along street. No suspects or leads.
9	13:25	Thr	Siskiyou Bl at Wightman	2	N	N	N	N	Y	N	N	Dv1 stopped in traffic, v2 rearended v1. DV2 warned for following too close, no cites.

MOTOR VEHICLE CRASH SUMMARY

NO. OF ACCIDENTS: 19

MONTH: JULY, 2015

DATE	TIME	DAY	LOCATION	NO. VEH	PED INV.	BIKE INV.	INJ.	DUJI CITED	PROP DAM.	HIT/ RUN	CITY VEH.	CAUSE - DRIVER ERROR
10	19:48	Fri	N Main St near Maple St	2	N	N	N	Y	Y	N	N	Dv1 traveling outbound noticed v2 following too close and tapped the brake with no response from dv2. Dv1 did it a second time and dv2 rearended v1. Dv2 cited for following too close.
10	09:31	Fri	N Main St near Maple St	3	N	N	N	N	Y	N	N	Dv1 accelerated into a turn from a stop crashing into v2, pushing v2 into v3. Report only.
11	11:38	Sat	Tolman Creek Rd near E Main St	1	N	Y	Y	N	N	N	N	Dv1 was struck by young bicyclist who was traveling downhill against traffic. Bicyclist sustained minor injuries and was transported. No citation.
13	04:42	Mon	Iowa St near Avery	2	N	N	N	N	Y	N	N	Dv1 swerved to avoid a cat crossing the street and ran into a parked car. No citation.
15	10:25	Wed	Orange St near N Laurel	2	N	N	N	Y	Y	N	N	Dv2 backed in parked v1 while navigating an offset turn. Dv2 was cited for driving uninsured.
15	17:08	Wed	Siskiyou Blvd near Bridge St	2	N	N	N	N	Y	N	N	Dv1 stopped in traffic was rearended by v2. no citations, information exchange only.
22	12:27	Wed	Sixth St at B St	2	N	N	N	N	Y	Y	N	Dv1 stopped behind v2 at intersection stop sign was rearended when V2 suddenly began to back up. Driver left scene after providing false info. No leads.
24	14:30	Fri	N Main St near Helman St	2	N	N	N	N	N	N	N	V1 started to move forward as a light turned green, then abruptly stopped for peds. V2 rearended v1. Dv1 was warned for impeding traffic, dv2 warned for following too close.

MOTOR VEHICLE CRASH SUMMARY

MONTH: JULY, 2015

NO. OF ACCIDENTS: 19

DATE	TIME	DAY	LOCATION	NO. VEH	PED INV.	BIKE INV.	INJ.	DUII CITED	PROP DAM.	HIT/ RUN	CITY VEH.	CAUSE - DRIVER ERROR
29	10:52	Wed	Eighth St near C St	1	N	Y	P	N	N	N	N	Bicyclist claims that dv1 opened car door causing him to fall over. Dv1 and a witness claim that the driver opened door to offer assistance to cyclist after fall.
30	05:00	Thr	Water St near Van Ness Av	2	N	N	N	Y	Y	N	N	Dv1 ran into v2 parked on side of street. Arrested for DUII and Reckless driving.

Safety Alert: Oregon Top State with Highest Rise in Traffic Deaths Since 2007

Oregon is experiencing a spike in traffic fatalities. According to the **National Safety Council** traffic deaths in Oregon were up 59% over the first six months of 2014 - the highest increase in the nation.

There have been 204 traffic deaths from January 1 through June 30, 2015. Pedestrian fatalities have more than doubled. These are not good numbers. But we can surely improve. Personal responsibility for safety is critical.



“Focus on your mode of travel and take care of the basics,” said Troy E. Costales, ODOT-TSD Administrator. “Wear your safety belt; don’t drive, walk or bike impaired; follow the rules of the road; avoid distractions and stay alert – these are the little things that can make a life-saving difference, no matter which mode of travel you take.”

The City of Portland recently released its support of the “Vision Zero” approach, the global campaign to end traffic fatalities and

serious injuries. ODOT is currently updating its *Transportation Safety Action Plan* which will include a similar vision.

One basic rule: focus on the task at hand.

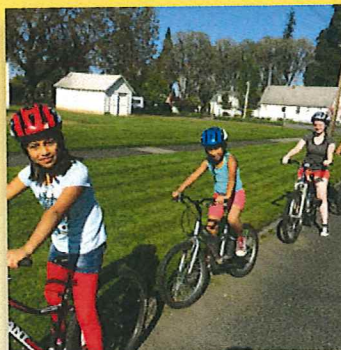
No matter where you are or what mode of travel you are using, distractions play a major role in incidents. In Oregon, using a mobile communication device (*other than hands-free*) while driving is a violation with a fine up to \$500. Many other distractions are not illegal but can be just as deadly when driving, such as attending to children or pets, adjusting radio stations or CDs, grooming, eating and other activities that take your hands off the wheel and your eyes from the road.

“The message is: when you are driving, that is all you should be doing,” said Costales. “When you are walking or bicycling, first and foremost, be aware of what’s going on around you. We all need to be active participants in our safety and the safety of others out on the transportation system.” [Click here](#) to learn more.

Finally, there is some good news. According to the **latest data** from NHTSA, Oregon was also #1 for Seat Belt Use in all 50 states and U.S. Territories for 2014.

Walk + Bike Challenge - October 7th

The *Walk + Bike Challenge* is a friendly competition aimed at encouraging more kids and families to walk and bike to and from school and throughout their neighborhoods. The *Challenge* is hosted by the BTA with support from ODOT, and others.



Register your school for the *Challenge* and be sure to order your free incentives, which include: stickers, temporary tattoos, prize ribbons, and helmets. Check out the **Resources** area for various tips, curriculum, and for your free coordinator packet that includes: tips and resources for promoting the event, organizing volunteers, procuring prizes, and how to track active transportation trips taken by students.

Back
to
School
Edition



Be Safe: School Buses

Taking the bus for the first time is a big step for your child. Help your kids get a gold star in bus safety by following these tips.

The Hard Facts

School buses are the safest mode of motorized transportation for getting children to and from school, but injuries can occur if kids are not careful and aware when getting on and off the bus.

Top Tips

Walk with your kids to the bus stop and wait with them until it arrives. Tell kids to stand at least three giant steps back from the curb as the bus approaches and board the bus one at a time.

Teach kids to wait for the bus to come to a complete stop before getting off and never to walk behind the bus.

If your child needs to cross the street after exiting the bus, he or she should take five giant steps in front of the bus, make eye contact

with the bus driver and cross when the driver indicates it's safe. Teach kids to look left, right and left again before crossing the street.

Instruct younger kids to use handrails when boarding or exiting the bus. Be careful of straps or drawstrings that could get caught in the door. If your children drop something, they should tell the bus driver and make sure the bus driver is able to see them before they pick it up.

Tips for Drivers

Drivers should always follow the speed limit and slow down in school zones and near bus stops. Remember to stay alert and look for kids who may be trying to get to or from the school bus.

Slow down and stop if you're driving near a school bus that is flashing yellow or red lights. This means the

bus is either preparing to stop (yellow) or already stopped (red), and children are getting on or off.



Advocating for Change

The addition of three-point seat belts on buses could take safety to a new level. NHTSA recently held a symposium to update the current state of knowledge in recent advances in the technology of three-point belt systems, identify operational and policy challenges and solutions, and explore innovative funding approaches that could serve as a catalyst for change. Learn more about this meeting and watch workshop presentations, [here](#).



Janelle Lawrence
Executive Director

Contact Us



Funded through
a grant from
ODOT Transportation
Safety Division

Walk Safely Interactive Animated Infographic / Game

Safe Kids - with funding from FedEx - recently issued an innovative and dynamic infographic that uses animation and interactive scenes to educate youth on pedestrian safety versus risky walking behaviors.

The user becomes a pedestrian holding a smartphone. "Heads Up" and "Phone Down" display on the screen before a car approaches *dangerously close*, and a caption of "See it Coming!" alerts the user.



The interactive section plays animated safety facts before prompting a selection from 7 different risky activities. For example, 'Walking while distracted by devices,' 'Walking at night in dark clothes' or, 'Crossing in the middle of the road.'

Upon selection, a corresponding road scene offers "Do This" and "Don't Do This" buttons. Users can watch both scenes play out and learn safety tips before continuing to the next one. This is a fun and effective way to learn something new for *all* ages. Try it and share online!

Improving Transportation for Americans with Disabilities

For Americans with disabilities, access to transportation is a vital link to enjoy and participate in the many aspects of society - including work and leisure activities.

In celebrating the 25th Anniversary of the Americans with Disabilities Act (ADA), USDOT takes a look at new measures and policies on the horizon as they continue to forge ahead to create a transportation ecosystem that is fully accessible and usable by individuals with disabilities.

Here are a few highlights:

- The FTA will be launching the *National Aging and Disability Transportation Center* later this year, which will provide technical assistance addressing the needs of seniors and people with disabilities.
- The *Accessibility of Airports Final Rule* details new provisions, including: Service

Animal Relief Areas, Closed Captioning on audio/visual displays, and mechanical lifts for boarding assistance.

- NHTSA intends to issue a final rule on minimum sound performance requirements for electric and hybrid vehicles later this year.
- USDOT plan to issue a clarification on when particular road surface treatments would be considered routine maintenance or fall within the ADA definition of alterations triggering the obligation to provide curb ramps.
- On July 13, USDOT's **Reasonable Modification Rule** came into effect - clarifying that public transportation providers are required to make reasonable modifications to policies, practices, and procedures to ensure programs and services are accessible for individuals with

disabilities.

- The FRA helped develop specifications for a new bi-level rail car design with many improved accessibility features



including on-board lifts on every train car.

- The Forest Service developed the **Accessibility Guidebook on Outdoor Recreation and Trails** and several other publications to help provide access to outdoor recreation.

Read about *many more* of the new developments [here](#).

Join U.S. High Schools for the Seat Belts Save Challenge

The 2015 National Organizations of Youth Safety (NOYS) **Seat Belts Save Challenge** is a four-week campaign designed to educate teens about the dangers of riding in a car without wearing a seat belt, and increase the number of teens who regularly wear a seat belt while on the road.



The *Challenge* involves two unannounced checks of student seat belt use, as well as an education campaign. Schools can win prizes,

and recognition from the U.S. Secretary of Transportation and coverage in national media.

Challenge registration closes October 6th and activities can take place up to December 18th.

The *Seat Belts Save Challenge* is a fun way to spread the word about a serious subject. Participants that approach the challenge in a fun and creative way will better reach their peers with these important messages.

TREC Events: Transportation Safety Workshops

pdx.edu/events

Topic	Date	Time	More Info
Webinar: Transportation Cost Index: A Comprehensive	Oct 1	10 am	More Info
Multi-modal Performance Measure for Transportation and Land Use Systems			

Child Passenger Safety Week is September 13 - 24.

Date	City	Location	Address	Time
9/15	Corvallis	Corvallis Fire	400 NW Harrison St	8 am - 11 am
9/16	Redmond	Redmond Fire	341 Dogwood Ave	2 pm - 4 pm
9/19	Vancouver	Peace Health SW Med Ctr* NE 92nd St Entrance		8:45 am - 2 pm
9/19	Beaverton	Kuni Collision Ctr	3725 SW Cedar Hills	9 am - 12 pm
9/19	Portland	Randall Children's Hosp	2801 N Gantenbein Ave	9 am - 1 pm
9/19	Hillsboro	Kohl's	7360 NE Butler St	9 am - 11:30 am
9/24	Eugene	Eugene Fire	1725 W 2nd Ave	4 pm - 6 pm
9/26	Salem	Salem Hospital	Corner @Mission/Capitol	12:30 pm - 2 pm
9/30	Forest Grove	Forest Grove Fire	1919 Ash St	3 pm - 5 pm



[Learn More + Get Involved.](#)

*Peace Health Event: Registration required by 8:45 am for 9-10 am class. First come, first served. Must attend class to participate in the clinic, which is held from 10 am - 2 pm.

For all event listings, appointment options, best practice information, visit the [Child Safety Seat Resource Center.](#)

Safely Transporting Children by Ambulance: Key Concepts

Kevin Gallagher from Serenity Safety Products, and Michelle Chappelow from Riley Hospital for Children, recently conducted an informative webinar titled, *Safely Transporting Children by Ambulance*, sponsored by State Farm and Safe Kids. The webinar is available to [view online.](#)

Kevin and Michelle shared several key concepts, including:

- passengers of *all* ages
- Agencies need to ensure that personnel are trained on the proper use of child restraints based on their policies and procedures
- Child Restraints in a non-standard installation cannot be expected to perform as designed and may not safely restrain the occupant
- Children should *never* be held in an adult's arms during transport
- Agencies need to have policies and procedures in place for transporting children both as primary patients and passengers
- Due diligence is required when selecting restraint devices and consideration should be given to safely transporting
- How children will be transported needs to be considered in the design phase of the ambulance purchasing process
- The CPS, EMS, regulatory and industry communities need to work together to improve awareness of the issues involved and develop safe solutions
- Children *can* be safely restrained in ambulances



CPS Techs: Be sure to take the quiz after the webinar to get recertification [CEU's here.](#)

Everyone Walks: Understanding + Addressing Pedestrian Safety



GHSA, with funding from State Farm,

has issued a new report, titled, *Everyone Walks: Understanding and Addressing Pedestrian Safety*, provides an overview of current pedestrian safety data and research and how states are using this and other information to address pedestrian safety through education, enforcement and legislative initiatives.

Several [infographics](#) based on the report are available on the website.

Back to School: 5 Things Every Parent Needs to Know

Parents know to teach young children to look "left, right, left" before crossing the street, but that's really just the beginning. Older kids are walking on their own, crossing unfamiliar streets and are walking when it's dark, so they need to know how to take extra precautions. Learn more and get safety tips at [Safekids.org](#)



Memo

CITY OF
ASHLAND

Date: September 14, 2015
From: Scott A. Fleury
To: Transportation Commission
RE: Encroachment Guidelines-Bike Racks

BACKGROUND:

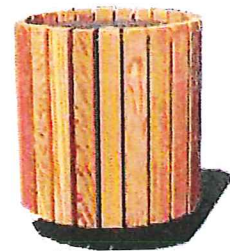
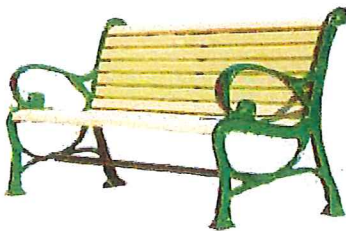
As discussed at the May 28, 2015 meeting staff is bringing back the encroachment guidelines for installation of bicycle racks (reference attached planning code and encroachment guidelines).

The Public Works Director can approve alternate bike rack designs for placement in the Public Right of Way. These alternate designs include the bicycle rack at Shakespeare and in front of Standing Stone.

The planning municipal code Ashland Municipal Code (18.4.3.070.J.1) states that an inverted-u steel rack is required but the Community Development Director (Me) may approve alternatives following review by the Transportation Commission.

CONCLUSION:

This is an update to the Commission regarding the installation of bike racks and the previous discussion regarding the United Way receiving a grant to install a zagster system underneath the Water St. bridge.



Right-of-Way Encroachment Guidelines

Right-of-Way Encroachment Guidelines

Table of Contents

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 - G. Bollards
 - H. Bus Shelters
- VI. Appendices
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 - B. Permit Application Pack
 - C. Ordinances 2989 and 2990
 - D. Downtown Sidewalk Usage Map (DSUM)

I. Introduction

In 2008 the Ashland Downtown Task Force made several important recommendations to the City Council concerning the use of City sidewalks for commercial and other purposes. As a result Ashland Municipal Code (AMC) 13.06 was repealed and Chapter 13.03: Sidewalk Café, Special Event and Publication Box Regulation (Effective 11/1/09) was adopted.

This ordinance protects and promotes a safe environment on public sidewalks (public right-of-way) within the C-1-D, C-1 and E-1 Zoning Districts. Placement of objects on sidewalks is considered an encroachment in the public right of way and, as such, requires adequate regulation to guarantee uninhibited pedestrian access on sidewalk, sufficient access for passengers entering and exiting parked vehicles, maintenance of utilities, and emergency service access.

Standard form templates and fees (application, square feet or gross sales rates) including insurance and maintenance/hold harmless/indemnity agreements as well as the "Downtown Sidewalk Usage Map" (DSUM) were adopted by City Council Resolution on October 20th, 2009.

Purpose

The purpose of this document is to prescribe the place and manner for requirements for the placement of encroachments upon any public right-of-way within the City of Ashland. These requirements are set forth to protect and promote the public health, safety, and welfare of citizens of the City. This is accomplished by eliminating potential hazards to motorists and pedestrians using the public streets, sidewalks, and rights-of-way. Property values are safeguarded and enhanced by consistent application of design standards.

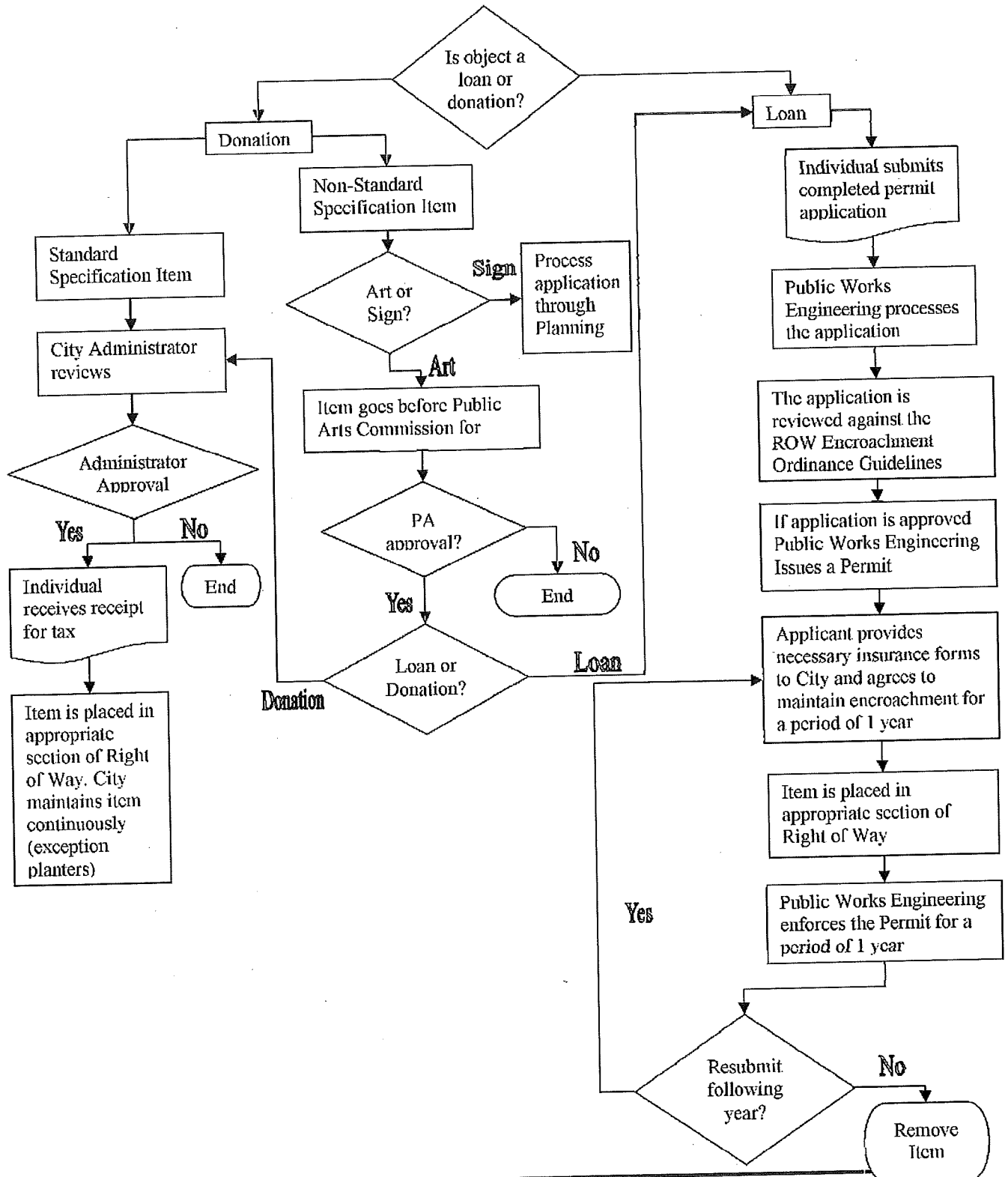
Goals and Objectives of an Encroachment Policy

- To ensure the public continues to have aesthetically pleasing views and safe areas to walk and drive.
- To protect and preserve the sidewalks, streets and open space.
- To increase community awareness regarding encroachments and open space use.
- To promote a consistent policy of reducing and minimizing encroachments into the public right-of-way.
- To establish a uniform application process and solution for all encroachment in the public right-of-way.

All of the items listed in this document, (e.g. benches, newspaper racks, sidewalk cafés, planters, way-finding features/facilities, etc.) that are not owned or donated to the City, require a permit that can be obtained from the City of Ashland Public Works Department (PW). For information regarding the permit process, please contact the PW staff, (541)488-5347. The basic permit process is shown in the flow chart that follows:

II. Process Flowchart for Functional Items

Individual contact City to determine steps needed to place object in ROW @ 541-488-5347



III. Abbreviations and Definitions

Abutting Property Owner: Any owner or occupant of property which abuts the subject adjacent sidewalk permit area.

Adjacent sidewalk area: That portion of the public sidewalk between the curb line and the property line demarcated by extending the side building lines of the premises until they intersect the curb.

Bench: A bench is an object placed to provide opportunity for sitting. A bench has a seat and may have an armrest and a back.

Chair: A chair is a movable piece of furniture consisting of a seat, legs, back, and sometimes armrests, for use by one person. Plastic Chairs are not permitted as encroachments in the Right of Way.

City owned functional items: Functional items identified by Resolution of the City Council to be allowed to encroach in the Public Right of way. The purpose of this guideline is to identify specific functional items and establish minimum standards for such items. *City-owned items do not require a permit.* See below for definition of "Functional Items".

Donated or Loaned Functional Items: An abutting property owner together with the occupant may donate or loan to the City of Ashland a City standard functional item for use in an adjacent sidewalk permit area. Other persons or entities may also donate or loan functional items for use in non adjacent public areas. Items accepted on loan require insurance and a maintenance/hold harmless/indemnity agreement in the standard approved form. Donated items do not require insurance or a maintenance agreement, but the donations must be accepted by the City to be eligible for placement. Sidewalk café tables and chairs do not qualify for this program.

The City Administrator is the delegated authority to accept or reject donations and loans for Public Art purposes. After demonstrated compliance with this section, the City Public Works Director may authorize in writing the placement of a donated or loaned city standard functional item in locations meeting the a minimum the six foot or eight foot clearance requirement of AMC 10.64.010 or in approved locations shown on an adopted Downtown Sidewalk Usage Map. Items not strictly complying with minimum standards for such City functional items, (e.g. a decorative art bench or commercially integrated sign/bench) may be permitted through the public art process in AMC Chapter 2.17 or AMC Chapter 18.96 (Sign Regulations). An accepted donated item can be placed without a permit and without required insurance.

Downtown Sidewalk Usage Map: (DSUM) A detailed map of the Ashland Downtown District adopted by Resolution of the Ashland City Council. The DSUM graphically demonstrates the sidewalk areas available for occupancy or encroachment under Ordinance 2989 and 2990.

Temporary Encroachment: An encroachment is any structure, building, fixture, sign, or other object belonging to any person which has been constructed, installed, or placed on any public street, public sidewalk, or public right-of-way, other than encroachments which will remain in

Right-of-Way Encroachment Guidelines

place for a temporary period of time not in excess of thirty (30) days that have been approved by the City in connection with an event for which the City has issued a permit.

Functional items: Outdoor furnishings that include, but are not limited to, benches, water fountains, planter boxes, garbage receptacles, ash cans, bike racks, bollards, publication boxes, way-finding features/facilities, and other miscellaneous outdoor items identified by the City. They are often called "Site Furnishings" in standard specifications.

Historically Significant Item: (e.g. Haskins Pump on 4th St) Construction in the Right of Way that has been in its current location for more than 40 years and/or is identified in the City's Historic Inventory. Historically Significant Items may not be modified or altered without review and approval by the Ashland Historic Commission and Public Works Department.

Multiple unit news racks (MUNR): A multiple unit news rack is a structure designed to hold newspapers and publications and to facilitate the sale or distribution of for fee or free publications.

Sidewalk Cafe. An outdoor extension of an existing premise licensed as a restaurant used for serving food or beverages from a restaurant to patrons seated at tables located within the adjacent sidewalk area, including, in the case of a Permittee in possession of a valid license for the sale of alcohol beverages covering such sidewalk, the service of such beverages, or providing seating for patrons in the adjacent sidewalk area

Sidewalk Permit Area: That area of a City public sidewalk being lawfully utilized by a person or entity pursuant to a permit or agreement with the City of Ashland for the limited purposes set forth in these Guidelines. Lawful use for purposes of this Guideline means compliance with all applicable Federal State and local laws and regulations including but not limited to full payment of fees, rates, and charges, if any.

Temporary: As used here, temporary defines an object that can be placed in the right-of-way that is not a permanent fixture and can be removed at any time.

Temporary sidewalk planter: An object suitable for growing plant material that can be placed in the right-of-way that is not a permanent fixture and can be removed at any time. Permit holders are responsible for maintenance of plantings.

Sidewalk café: An outdoor extension of an existing premise licensed as a restaurant.

Litter receptacle: A container placed in the public right-of-way for trash collection or Recycling.

Historic structure: As used in regulations pursuant to the Tax Reform Act of 1986, a historic structure is any building listed individually in the National Register of Historic Places, or a building located in a registered historic district and certified by the Secretary of the Interior as being of historic significance to the district.

IV. General Guidelines for all Encroachments

A. Design Guidelines

The following information has been assembled to aid in locating and choosing Functional Items in the public and private-public areas that lie between the street curb and either the front face of buildings or the front property line of abutting parcels, which ever is closer to the curb.

The Ashland Street Standards and the Site Design and Use Standards publications provide guidance in laying out whole streets, blocks, corridors, and districts. Specific information about street trees and street lighting is provided. Functional Items should be considered secondary to street lights, utility poles, street trees, and tree grating. Street tree and lighting placement define the major rhythm of design elements along the street, and functional items should be placed in relation to the trees and lighting, after the best locations for these objects have been located. Additional guidance for furnishing layout at transit stops is available from RVTD.

All functional items must be accessible per ADA guidelines and City regulations, including the 2002 Americans with Disabilities Act Accessibility Guidelines for Buildings and Facilities (ADAAG), as well as 2005 revised access Board Draft Guidelines, and in general the following:

1. Functional items must maintain the minimum 4 foot ADA required clear accessible route, and should leave the minimum through widths described in *Section 4 of the ADAAG*.
2. Objects mounted on walls or posts with leading edges above the standard sweep of canes (27 inches) and below the standard head room clearance (80 inches) should be limited to a 4 inch maximum protrusion. (e.g. hanging planters)
3. No sidewalk element may interfere with pedestrian access to the entrance of any building; this includes the path of travel and disabled access requirements of ADA and *Title 24*. This includes all paths of travel or exiting. No functional items may be located below a fire escape or over a utility valve or utility box.
4. Wherever possible, functional items should be of a contrasting color to the sidewalk so as to aid pedestrians with visual impairments.
5. Functional items should leave a minimum 8' of clearance adjacent to disabled parking and passenger loading zones.

B. Placement, Clearance, and Spacing Standards

1. The minimum clearance between permit area boundary and fixture or structure is 8 feet where sidewalk is more than 11 feet wide or 6 feet where sidewalk is less than 11 feet wide. The Public Works Director may require more clearance if necessary for public safety and ADA Access.

2. Except as specified on the DSUM, no object shall be placed within :

- a) Six feet (6') of outer edge of any roadway
- b) Two feet (2') from face of curb for publication boxes
- c) Ten feet (10') of any crosswalk
- d) Fifteen feet (15') of an intersection (add to ORD. 2990)
- e) Six feet (6') of any fire hydrant or other emergency facility

- f) Ten feet (10') of any driveway or alley entrance
- g) Three feet (3') from bike rack
- h) The designated footprint of a bus stop.

3. Placement of functional items should consider car overhangs and door swing. When placed near the curb, Functional Items should be located at the *edges of the delineated on-street parking stalls rather than at the center wherever possible.*

C. Materials and Construction Standards

Functional Items shall be constructed of durable, high quality materials that can resist the maximum physical forces (design loads) imposed on them without losing functionality or endangering the safety of the public. Evidence of adequate structural strength and conformance with other applicable requirements must be demonstrated before an encroachment permit can be issued. Manufacturers of site furnishings can normally provide specifications for their products that confirm their structural adequacy. Custom designs may require written confirmation by a licensed design professional, upon request by the Public Works Department.

Two Standard Colors (Black and Evergreen per Timberform's standard paint palette) are strongly encouraged for the metallic components, except where there is a specialized streetscape pattern or palette with a particular design scheme.

1. All temporary objects or shall be structures weatherproof and sturdy construction (i.e. solid wood, iron, non corrosive metal, cement, or similar material). In addition, the following applies:
 - a) No plastic.
 - b) No object shall be chained bolted to each other or to the surface
 - c) Objects must be movable by one person
 - d) All objects that fall under the category of signs in City Ord. 18.96.040 must meet the requirements of that chapter, regardless of their location (private property vs. public right of way).
 - e) Objects shall be labeled with name/address/phone number of the owner
 - f) Objects must be clean and in good repair
 - g) Objects must maintain a weather proof or weather resistant quality
 - h) Objects shall be self supporting under a wind load of at least 20 pounds/square foot and be structurally stable as defined for structures in the current structural building code. Evidence of the item's structural integrity may be required, and may consist of stamped calculations by an Architect or Engineer licensed in the state of Oregon or other verifiable evidence of the safety of the item's design and construction.
 - i) These requirements for Sidewalk Cafés, functional items and publications boxes apply to items placed in C-1-D, C-1, E-1 zoning designations only.
2. The Property Owner of the adjacent building must consent to placement. (See permit form.)
3. Submit a Signed Permit and comply with all required conditions of the permit.
4. Furnish and maintain personal injury, property damage and general liability insurance in the amount of \$1,000,000 (municipal tort liability under Oregon Tort Claims). List City as *additional insured*. Insurance cannot be canceled without 30 days written notice.
5. Submit the following information for issuance of a permit:

6. Pay appropriate fee based on square footage (50 sq ft minimum)
7. Submit diagram with dimensions and the locations and description of all structures, materials and activities shown as well as any pre-existing nearby obstructions (see example).

D. Maintenance and Safety Standards – See Appendix A for an Operation and Maintenance Plan example.

E. Procedures for Abatement / Removal

Permit Conditions

- Permit card must be prominently displayed
- ROW Encroachment Permits expire December 31st of year permit applied for
- Permits are not transferable
- Permit can be temporarily suspended for the good of the City upon 48 hour notice; the City assumes no responsibility for loss, but permit costs shall be prorated and refunded
- Permits are limited to the area shown on approved site plan
- Any functional items not used for 72 hours must be removed
- Food service and liquor licenses must be obtained prior to issuance of permit
- Permits must comply with City sign regulations
- No smoking is allowed in utilized sidewalk area
- All required supervision is the responsibility of the Permittee or employees

Revocation of Permit

Denial, Revocation or Suspension:

- Permit is null and void if not paid within 3 working days of due date
- Permittee has 30 days to appeal in writing; City Administrator renders final decision

Violations:

- If functional items or sidewalk café furniture is placed without a permit, violators are subject to a Class C Misdemeanor (AMC 1.08) and a one year penalty.
- Violations associated with not paying city fees (business license, food and beverage tax, transient occupancy tax, etc) is considered a Class A violation.
- If cited then permit is revoked and cannot be reinstated for two years.
- City can abate serious risks to persons or property. Owner/operator is responsible for any/all costs associated with an abatement.

F. Penalties

Any violation of this chapter shall be an infraction as defined by AMC 1.08.020. and punishable by a fine as set forth in that section. The City Administrator or designee is authorized to issue a citation to any person violating the provisions of this chapter. After two infractions, the sidewalk cafe permit shall be revoked for a period of at least one year.

Bicycle Racks



Purpose

Bicycle racks are an important element of the streetscape, both as an aesthetic aspect of the streetscape and as a functional element for those who travel by bike. Bicycle racks are also opportunities for distinctive design and public art objects. Where part of a special maintenance or public art program, uniquely designed, yet functional bicycle racks may be submitted for approval.

Requirements

See standard detail CD173. See City Ord. 18.92 for placement of bike racks on private property.

Location

Bicycle racks should be located according to the following guidelines:

1. Placement and spacing of bicycle racks should consider dimensions when occupied
2. Bicycle rack placement should be frequent in active commercial districts.
3. Racks should be provided near major destinations such as schools, libraries, transit stops, major shopping and service destinations, and other locations with high pedestrian traffic
4. Racks should not be placed a accessibility (blue paint) zones.
5. A rack should not be located closer to the curb than (24") two feet. Three feet from the curb is ideal, although in certain circumstances, the distance may be greater.
6. Bicycle racks should not be located directly in front of a store/building entrance or exit or in a driveway.
7. There must be at least 3 feet of clearance between bicycles parked at racks and any other street furniture, with the exception of other bike racks, which should be placed a minimum of every 3 feet on center.
8. Street utility vaults must have a 12 inch clearance from a bicycle parked at a rack.
9. An aisle for bicycle maneuvering shall be provided and maintained between each row of bicycle parking. Bicycle parking shall be designed in accord with the illustrations used for the implementation of this chapter.
10. Each required bicycle parking space shall be accessible without moving another bicycle.
11. Areas set aside for required bicycle parking shall be clearly marked and reserved for bicycle parking only.
12. Bicycle parking shall be located to minimize the possibility of accidental damage to either bicycles or racks. Where needed, barriers shall be installed.
13. Bicycle parking shall not impede or create a hazard to pedestrians. They shall not be located so as to violate vision clearance standards. Bicycle parking facilities should be harmonious with their environment both in color and design. Facilities should be incorporated whenever possible into building design or street furniture.

18.4.3 – Parking, Access, and Circulation

constructed in designated off-site shared parking areas, or through payment of in-lieu-of-parking fees for a common parking. Off-site shared parking facilities may reduce the required off-street parking spaces up to 100 percent.

F. TDM Plan Credit. Through implementation of an individual Transportation Demand Management (TDM) plan that demonstrates a reduction of long-term parking demand by a percentage equal to the credit requested. A TDM plan may reduce the required off-street parking spaces up to 50 percent.

G. Transit Facilities Credit. Sites where at least 20 spaces are required and where at least one lot line abuts a street with transit service may substitute transit-supportive plazas as follows. A Transit Facilities Credit may reduce the required off-street parking spaces up to 50 percent.

1. Pedestrian and transit supportive plazas may be substituted for up to ten percent of the required parking spaces on-site.
2. A street with transit service shall have a minimum of 30-minute peak period transit service frequency.
3. Existing parking areas may be converted to take advantage of these provisions.
4. The plaza must be adjacent to and visible from the transit street. If there is a bus stop along the site's frontage, the plaza must be adjacent to the bus stop.
5. The plaza must be at least 300 square feet in area and be shaped so that a ten-foot by ten-foot (10 feet X 10 feet) square will fit entirely in the plaza.
6. The plaza must include all of the following elements.
 - a. A plaza that is open to the public. The owner must record a public access easement that allows public access to the plaza.
 - b. A bench or other sitting area with at least five linear feet of seating.
 - c. A shelter or other weather protection. The shelter must cover at least 20 square feet and the plaza must be landscaped. This landscaping is in addition to any other landscaping or screening required for parking areas by this ordinance.

18.4.3.070 Bicycle Parking

A. Applicability and Minimum Requirement. All uses, with the exception of residential units with a garage and uses in the C-1-D zone, are required to provide a minimum of two sheltered bike parking spaces pursuant to this section. The required bicycle parking shall be constructed when an existing residential building or dwelling is altered or enlarged by the addition or creation of dwelling units, or when a non-residential use is intensified by the addition of floor space, seating capacity, or change in use.

B. Calculation. Fractional spaces shall be rounded up to the next whole space.

C. Bicycle Parking for Residential Uses. Every residential use of two or more dwelling units per structure and not containing a garage for each dwelling shall provide bicycle parking spaces as follows.

18.4.3 – Parking, Access, and Circulation

1. **Multi-Family Residential.** One sheltered space per studio unit or one-bedroom unit; 1.5 sheltered spaces per two-bedroom unit; and two sheltered spaces per three-bedroom unit.
 2. **Senior Housing.** One sheltered space per eight dwelling units where 80 percent of the occupants are 55 or older.
- D. Bicycle Parking for Non-Residential Uses.** Uses required to provide off street parking, except as specifically noted, shall provide two spaces per primary use, or one bicycle parking space for every five required automobile parking spaces, whichever is greater. Fifty percent of the bicycle parking spaces required shall be sheltered from the weather. All spaces shall be located in proximity to the uses they are intended to serve.
- E. Bicycle Parking for Parking Lots and Structures.** All public parking lots and structures shall provide two spaces per primary use, or one bicycle parking space for every five automobile parking spaces, of which 50 percent shall be sheltered.
- F. Primary and Secondary Schools.** Elementary, Junior High, Middle, and High Schools shall provide one sheltered bicycle parking space for every five students.
- G. Colleges, Universities, and Trade Schools.** Colleges, universities, and trade schools shall provide one bicycle parking space for every five required automobile parking spaces, of which 50 percent shall be sheltered.
- H. No Fee for Use.** No bicycle parking spaces required by this standard shall be rented or leased, however, a refundable deposit fee may be charged. This does not preclude a bike parking rental business.
- I. Bicycle Parking Design Standards.**
1. Bicycle parking shall be located so that it is visible to and conveniently accessed by cyclists, and promotes security from theft and damage.
 2. Bicycle parking requirements, pursuant to this section, can be met in any of the following ways.
 - a. Providing bicycle racks or lockers outside the main building, underneath an awning or marquee, or in an accessory parking structure.
 - b. Providing a bicycle storage room, bicycle lockers, or racks inside the building. Providing bicycle racks on the public right of way, subject to review and approval by the Staff Advisor.
 3. All required exterior bicycle parking shall be located on-site and within 50 feet of a regularly used building entrance and not farther from the entrance than the closest motor vehicle parking space. Bicycle parking shall have direct access to both the public right-of-way and to the main entrance of the principal use. For facilities with multiple buildings, building entrances or parking lots (such as a college), exterior bicycle parking shall be located in areas of greatest use and convenience for bicyclists.
 4. Required bicycle parking spaces located out of doors shall be visible enough to provide security. Lighting shall be provided in a bicycle parking area so that all facilities are thoroughly illuminated and visible from adjacent walkways or motor vehicle parking lots during all hours of use. Bicycle parking shall be at least as well lit as automobile parking.
 5. Paving and Surfacing. Outdoor bicycle parking facilities shall be surfaced in the same manner

18.4.3 – Parking, Access, and Circulation

as the automobile parking area or with a minimum of two inch thickness of hard surfacing (i.e., asphalt, concrete, pavers, or similar material) and shall be relatively level. This surface will be maintained in a smooth, durable, and well-drained condition

6. Bicycle parking located outside the building shall provide and maintain an aisle for bicycle maneuvering between each row of bicycle parking. Bicycle parking including rack installations shall conform to the minimum clearance standards as illustrated in Figure 18.4.3.070.1.6.

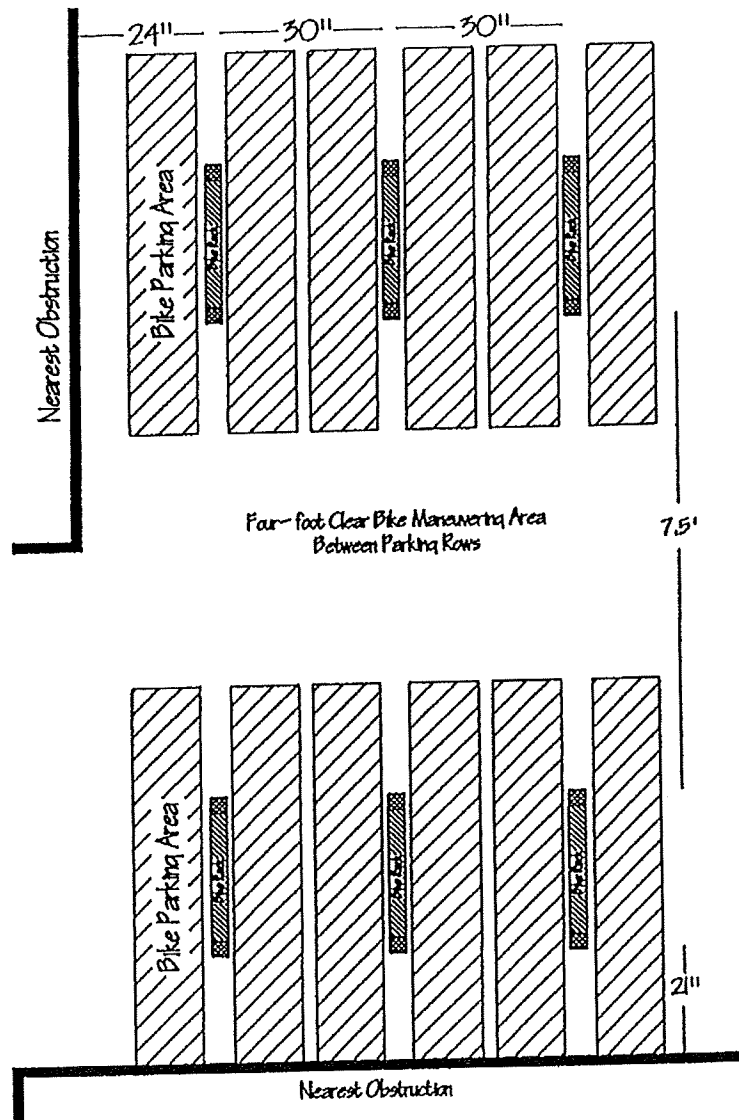


Figure 18.4.3.070.1.6
Bike Parking Layout

7. A bicycle parking space located inside of a building for employee bike parking shall be a minimum of six feet long by three feet wide by four feet high.

18.4.3 – Parking, Access, and Circulation

8. Each required bicycle parking space shall be accessible without moving another bicycle.
9. Areas set aside for required bicycle parking shall be clearly marked and reserved for bicycle parking only.
10. Sheltered parking shall mean protected from all precipitation and must include the minimum protection coverages as illustrated in Figure 18.4.3.070.I.10.

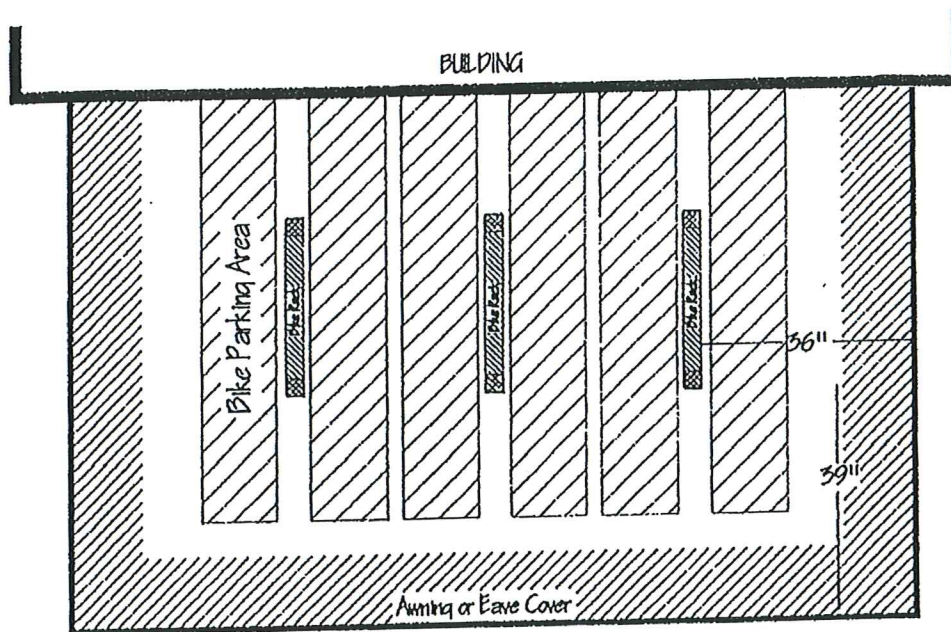


Figure 18.4.3.070.I.10.a
Covered Bike Parking Layout

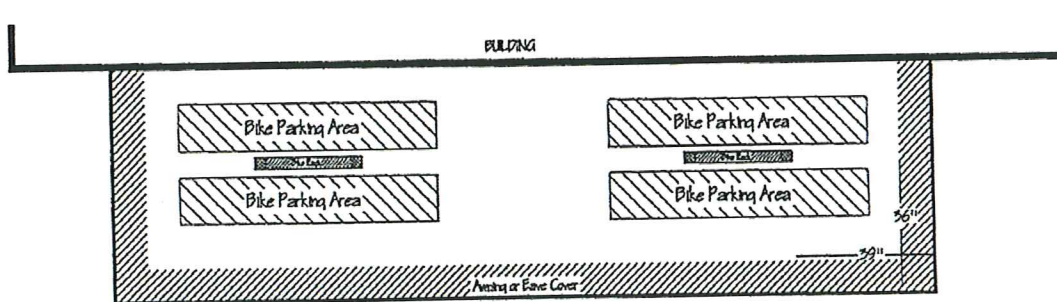


Figure 18.4.3.070.I.10.b
Covered Bike Parking Layout

11. Bicycle parking shall be located to minimize the possibility of accidental damage to either bicycles or racks. Where needed, barriers shall be installed.
12. Bicycle parking shall not impede or create a hazard to pedestrians. They shall not be located so as to violate the vision clearance standards of section 18.2.4.050. Bicycle parking facilities should be harmonious with their environment both in color and design. Facilities should be

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incorporated whenever possible into building design or street furniture.

J. Bicycle Parking Rack Standards. The intent of the following standards is to ensure that required bicycle racks are designed so that bicycles may be securely locked to them without undue inconvenience and will be reasonably safeguarded from intentional or accidental damage.

1. Bicycle parking racks shall consist of staple-design or inverted-u steel racks meeting the individual rack specifications as illustrated in Figure 18.4.3.070.J.1. The Staff Advisor, following review by the Transportation Commission, may approve alternatives to the above standards. Alternatives shall conform to all other applicable standards of this section.

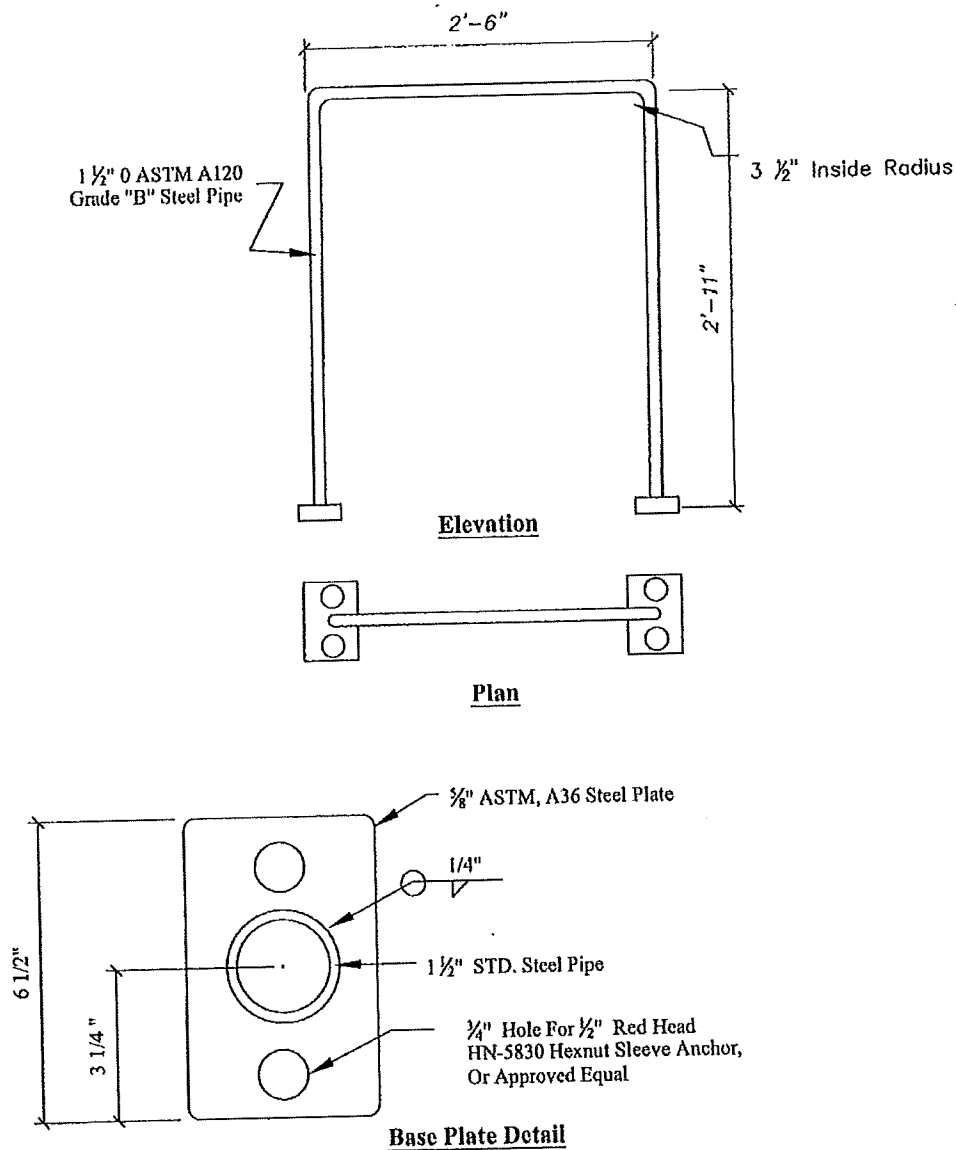


Figure 18.4.3.070.J.1

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Bicycle Parking Rack

2. Commercial bike lockers are acceptable according to manufacturer's specifications.
3. Bicycle parking racks or lockers shall be anchored securely.
4. Bicycle racks shall hold bicycles securely by means of the frame. The frame shall be supported so that the bicycle cannot be pushed or fall to one side in a manner that will damage the wheels. Bicycle racks shall accommodate all of the following.
 - a. Locking the frame and both wheels to the rack with a high-security U-shaped shackle lock, if the bicyclist removes the front wheel.
 - b. Locking the frame and one wheel to the rack with a high-security U-shaped shackle lock, if the bicyclist leaves both wheels on the bicycle.
 - c. Locking the frame and both wheels to the rack with a chain or cable not longer than six feet without removal of the front wheel.

18.4.3.080 Vehicle Area Design

A. Parking Location

1. Except for single and two-family dwellings, required automobile parking facilities may be located on another parcel of land, provided said parcel is within 200 feet of the use it is intended to serve. The distance from the parking lot to the use shall be measured in walking distance from the nearest parking space to an access to the building housing the use, along a sidewalk or other pedestrian path separated from street traffic. Such right to use the off-site parking must be evidenced by a deed, lease, easement, or similar written instrument establishing such use, for the duration of the use.
2. Except as allowed in the subsection below, automobile parking shall not be located in a required front and side yard setback area abutting a public street, except alleys.
3. In all residential zones, off-street parking in a front yard for all vehicles, including trailers and recreational vehicles is limited to a contiguous area no more than 25 percent of the area of the front yard, or a contiguous area 25 feet wide and the depth of the front yard, whichever is greater. Since parking in violation of this section is occasional in nature, and is incidental to the primary use of the site, no vested rights are deemed to exist and violations of this section are not subject to the protection of the nonconforming use sections of this ordinance.

B. Parking Area Design. Required parking areas shall be designed in accordance with the following standards and dimensions as illustrated in 18.4.3.080.B. See also, accessible parking space requirements in section [18.4.3.050](#) and parking lot and screening standards in subsection [18.4.4.030.F](#).

1. Parking spaces shall be a minimum of 9 feet by 18 feet.
2. Up to 50 percent of the total automobile parking spaces in a parking lot may be designated for compact cars. Minimum dimensions for compact spaces shall be 8 feet by 16 feet. Such spaces shall be signed or the space painted with the words "Compact Car Only."