

## 1. Background

This document specifies recommended clearances for placing bicycle sharing station on-street in the public right-of-way and is consistent with City policies for placing objects in the public right-of-way. These guidelines are not meant to be rigid standards, but rather to provide additional guidance subject to engineering judgment on a case-by-case basis. Under certain circumstances it may not be feasible to conform completely to the guidelines, but a satisfactory placement may still be achieved. Likewise, in some locations, it may be desirable to provide greater clearances than indicated here. If there are any questions about clearance requirements, station designers should strive to contact the owners of adjacent utilities or facilities to determine what space is appropriate. This document was revised on December 12, 2013.

## 2. Station Siting

San Francisco's chosen bicycle sharing stations are inherently flexible. They should be placed in the open where they can be seen and easily accessed, where they will have sufficient sunlight to provide solar power and where they can be conveniently maintained by the bicycle sharing vendor. By necessity, most locations will be in the public right-of-way (on the street, or less commonly, on the sidewalk), but they can also be placed on other public properties such as plazas or parking lots or on private property where appropriate. Given that sidewalks in San Francisco are heavily used, are generally narrow and have an abundance of existing street furniture and fixtures, it is preferred and often necessary to place bicycle sharing stations on-street. San Francisco has set a precedent of installing infrastructure and amenities on-street and many other cities are increasingly doing the same.<sup>1</sup>

## 3. Station Placement Recommendations

Placement of bicycle sharing stations in the public right of way shall comply with State and Federal Guidelines (i.e. California Fire Code, Americans with Disabilities Act). As the City of San Francisco has established many other applicable guidelines with regards to design of public spaces and placement of objects in the public right-of-way, bicycle sharing station designers should be familiar with these documents and apply design principles as appropriate. San Francisco specific guidance documents include:

- San Francisco Better Streets Plan
- DPW Order 175,566 – Surface Mounted Facilities Guidelines
- SFMTA Bicycle Parking Standards, Guidelines & Recommendations

*General Considerations for placing bicycle sharing station on-street*

<sup>1</sup> Memo: San Francisco Municipal Transportation Agency (2013) – Bicycle Sharing Stations in the Parking Lane

- Bicycle sharing stations shall not be placed in front of fire hydrants over water valves, or obstruct access to fire protection equipment at all times.<sup>2</sup>
- Bicycle sharing stations should not be placed over man holes or over public utility valves and covers. Bicycle sharing stations should not prevent access to aforementioned utilities.
- When possible, bicycle sharing stations should be placed in proximity to commercial loading. This will facilitate bicycle rebalancing and station maintenance by the bicycle sharing system operator.
- When placed on the sidewalk, Attachment B: *Bike Share Station Sidewalk Placement Guidelines* should be consulted for appropriate station design.

### Clearance Guidelines

The SFMTA recommends the following clearances to ensure that the placement of bicycle sharing stations will not impede travel on public streets, block access to utilities, inconvenience property owners, create visual blight, or otherwise limit the use of the public rights-of-way.

Object	Preferred Clearance	Min Clearance
In-ground utilities, utility covers, man holes.	3'	[2']
Driveway or wheelchair ramp		[3']
Adjacent to curb when placed on-street		[.5']
crosswalk	5'	[3']
Fire escape/exit (including building entrances)		[8']
Low pressure fire hydrant		[5']
High pressure hydrant		[7.5']

### Adjacent to or replacing colored curb

- Bicycle sharing stations shall not be placed in blue zones or in the space required to access the blue zone.
- Bike sharing stations may displace commercial vehicle loading zones (yellow zones) or motorcycle parking if there are appropriate adjacent locations for these zones to be relocated or where there is little to no demand for the existing zones.

<sup>2</sup> 2010 California Fire Code Section 507 – Fire Protection Water Supplies

- Bike sharing stations may replace passenger loading zones (white zones) and time limited parking zones (green zones) if the business that originally requested the white and/or green zone agrees to re-purpose that curb area for bike share use or agrees to use other alternative white and/or green zone in the area.
- No parking zones (red zones) will be evaluated on a case-by-case basis.

### Station Configurations

With respect to station configurations, SFMTA staff recommends the following:

- Display cases should be placed away from the intersection to improve visibility of the intersection. Display cases may be placed closer to the intersection if other measures are in place to improve visibility of the intersection or if intersection configuration and traffic controls deem it appropriate.
- When bicycle sharing stations are placed on-street, the payment kiosk should be oriented such that a kiosk user can access the kiosk from the sidewalk.

## 4. Characteristics of the bike share stations

### On-Street Station Site Improvements

Depending on the station location and existing site conditions, station site improvements may be installed to improve the comfort and usability of a bicycle sharing station.

- Retro-reflective flexible delineators (safe-hit posts) to make the station more visible to motorist and better characterize the space for bicycle sharing users,
  - Safe-hit posts are generally placed at 20-foot intervals along the length of the station, which corresponds well with stall markings. When placed on-street where there are stall markings, safe-hit posts are placed on the “I”.
  - When stations are placed at the end of a block, an additional safe-hit post should be placed 3 feet away from the face of the curb to increase visibility of the exposed end of the station.

(Insert Figure)

- Wheel stops and buffer areas at the ends of the station to provide clearances to adjacent parking stalls and to account for vehicle overhang during parking maneuvers.
  - Wheel stops are generally placed three feet (3’) away from the station and 6” off of the face of curb. A wheel stop need not be installed on the side of a station adjacent to a non-parked area. This could include stations placed at the end of a block, adjacent to a driveway or other non-parked area.

(Insert figure)