

# BIKE RACK REQUEST

## CITY OF CHARLOTTESVILLE

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The benefits of bicycling include better personal health, a healthier environment, reduced traffic congestion, and increased mobility for people from all walks of life. To support bicycling in Charlottesville, Neighborhood Development Services is offering to install bicycle racks in front of qualifying businesses free of charge. To be considered for a rack, your business should follow the bike rack request process.

### RACK REQUEST PROCESS

The City will provide free standard staple or post-and-ring bicycle racks to businesses. In order to be considered for a rack, fill out the Bike Rack Request Form and submit it, either by emailing it to Amanda Poncy ([poncy@charlottesville.org](mailto:poncy@charlottesville.org)), or by delivering it to Neighborhood Development Services (610 East Market Street). Racks will be prioritized if there is observable need, if they can be installed in a location visible from the street, and if there is evidence of support from adjacent businesses and community organizations. Note that the racks remain the property of the City; they must be returned to the City should at any time the business no longer want them. The business is responsible for maintaining the racks post-installation.

### SITE REQUIREMENTS

Public racks will not be installed on residential properties. They may also be infeasible where the ground surface is not concrete; where the sidewalk is too narrow; where there are obstructions such as fire hydrants, utility poles, mailboxes, and bus shelters, or where racks will impede pedestrian flow or conflict with vehicle traffic.

### SITE VISIT AND INSTALLATION

After Neighborhood Development receives your rack request form, the selection and installation process proceeds as follows:

- City staff will contact you to confirm that it has received your request and arrange for a site visit.
- During the site visit, City staff will work with you to determine the exact location and dimensions of the rack(s).
- If approved, the rack request will be submitted to the City's on-call contractor so that racks can be installed as workload allows.
- The whole process, from request to installation, will typically take no more than 3 months, depending on the complexity of the site and the applicant's flexibility in arranging a site visit.



Inverted U-racks on Rails



Single Inverted U-rack



Post & Ring