



## AUSTIN TRANSPORTATION DEPARTMENT

### M E M O R A N D U M

**TO:** Bicycle Advisory Council

**CC:** Annick Beaudet, AICP, Assistant Director

**FROM:** Laura Dierenfield, Division Manager  
Active Transportation Division, Austin Transportation Department  
Jesse Duncan, Graduate Engineer  
Active Transportation Division, Austin Transportation Department

**DATE:** September 18<sup>th</sup>, 2018

**SUBJECT:** **Staff response to BAC Recommendation 20180821-05B: Information Gathering Regarding Bicycle Parking Policy**

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Austin Transportation Department staff has prepared a written response to a Bicycle Advisory Council request for more information regarding specific points described in Recommendation 20180821-05B. Specific items from the recommendation are shown in italics, with staff responses below the items.

■ *Advise who is currently responsible for collecting and administering the Bicycle Parking Fund;*  
The Bicycle Parking Fund as described in current code was to be collected and administered by the Public Works Department – Neighborhood Connectivity Division. This division moved to the Austin Transportation Department in the summer of 2014, and was expanded and renamed as the Active Transportation and Street Design Division.

■ *Advise of the current balance of the Bicycle Parking Fund;*  
The Bicycle Parking Fund was never established, since no developer has opted to pay into the Bicycle Parking Fund rather than include bicycle parking into their plan. Since no funds were ever collected, the fund was not established.

■ *Advise whether the program described on the City of Austin Bicycle Parking webpage derives funds from the Bicycle Parking Fund;*  
The program described on the City of Austin Bicycle Parking webpage does not derive funds from the Bicycle Parking Fund. Funding is provided by operational resources.

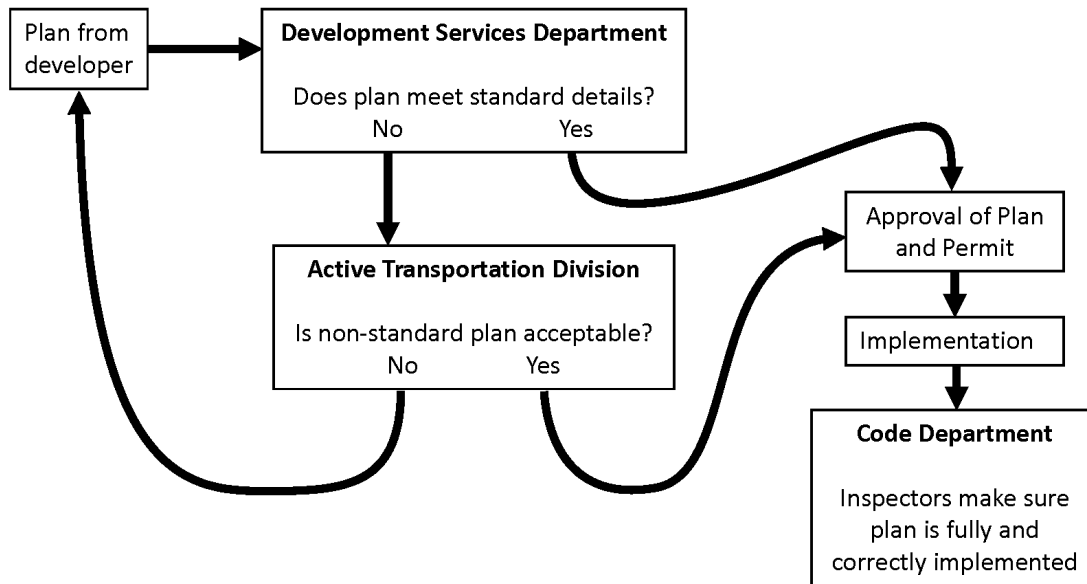
■ *Report the cumulative total amount of money that has been collected from businesses in lieu of meeting bicycle parking minimums;*  
There has not been any money collected from businesses in lieu of meeting bicycle parking minimums.

■ *Report whether or not bicycle parking has been built at the addresses at which the funds were encumbered as well as the date which money collected was or must be returned;*  
No funds have been collected in lieu of meeting bicycle parking minimums. Rather, Development Services Department staff enforce current code, which requires bicycle parking, and routinely consults ATD staff as needed for special circumstances. ATD staff review approximately 1-2 sites per month, on average.

■ *Advise of the “grandfathered” cutoff date for current bicycle parking requirements;*  
Current code took effect in 1982. Any site built or redeveloped after that would be subject to current bicycle parking requirements.

■ *Advise how existing bicycle parking requirements are incorporated into the infrastructure permitting and code enforcement process, as well as who is the responsible party for ensuring compliance;*

The flow chart below illustrates the current review and approval process for new and re-developments. The City of Austin’s Development Services Department reviews plans for compliance with codes. Bicycle parking proposals that do not meet standards are referred to the Austin Transportation Department’s Active Transportation and Street Design Division staff who then work with developers to find solutions to site challenges while providing effective bicycle parking. Once a plan is implemented, Code Department inspectors take a look at the site and make sure that the plan has all features present, installed correctly, and in working order.



■ *Advise what barriers, if any, exist in enforcing compliance with bicycle parking requirements;*

Below is an outline of current challenges with this process and corresponding actions taken by Austin Transportation Department staff:

- **Challenge:** Current City code is not up to industry best practice
- **Action taken:** An upcoming code update (formerly CodeNext) and an update to the Transportation Criteria Manual are opportunities to update bicycle parking requirements

- **Challenge:** Development Services permitted plans which did not include effective bike parking
- **Action taken:** Transportation staff worked with Development Services staff to clarify expectations of the development review process and assure responsiveness in bicycle parking plan evaluation and coordination.
- **Challenge:** A development did not install bike parking and Code inspectors did not catch its absence.
- **Action taken:** Transportation staff received a constituent's request for bike parking, found that bike parking should be present, and worked with Code Department staff and inspectors to have bicycle parking installed per site plan by developer

■ *Advise what current training for city staff exists for bicycle parking requirement permitting and enforcement.*

Active Transportation staff have worked with development reviewers at Development Services and inspectors at Code Department to ensure that bike parking is planned and installed according to code and/or industry best practice. This includes both making sure that current requirements are met in current development processes, and ensuring that future requirements include descriptions of effective bike parking that is easy to install and inspect.