Bicycle Parking Policy

Definition & Purpose
Transportation Services encourages students, faculty, and staff to travel to, from, and within campus by some form of alternative transportation—including bicycles—to reduce traffic congestion, limit the need for automobile parking, and preserve the environment. In particular, it is an objective of Transportation Services to provide a variety of adequate and convenient types of bicycle parking with minimal impacts on campus landscape and the maintenance of campus facilities.

Definition

- **Bicycle**: a vehicle propelled by feet or hands acting upon pedals or cranks; this includes tricycles and unicycles. Has wheels, any two of which are not less than 14 inches in diameter. As per state law (340.01(5)), motorized bicycles are considered bicycles for purposes of parking on campus.
- **Bicycle rack**: a shared storage unit constructed of steel, to which bicycles can be secured. Bicycle racks may be located outside or within a shelter.
- **Bicycle locker**: an individual bicycle storage unit that is constructed of waterproof material with a secured locking system. The unit provides security for bicycles from weather and theft.
- **Bicycle cage**: a covered, locked, and shared bicycle storage unit constructed of fencing material and some form of bicycle rack. The unit provides security for bicycles.
- **Improperly parked bicycle**: a bicycle secured to a tree, shrub, or any object other than a bicycle rack, bicycle cage or bicycle locker. A bicycle that blocks or impedes a building entrance, a fire lane, an evacuation path, an ADA route, a pedestrian walkway, snow removal activities, or the loading or unloading of persons or property is also defined as an improperly parked bicycle.
- **Abandoned bicycles**: bicycles or components (parts) attached to or parked at the same bicycle rack or bicycle parking area for more than three (3) days (72 hours) except at bicycle racks assigned to and located near University residence halls.
- **Bicycle impound and disposal**: the process of removal of abandoned or unclaimed bicycles.

Policy

- Bicycle racks are the property of UW Transportation Services and may not be installed or relocated without authorization.
- Bicycle racks will be installed near the entrances to University buildings wherever possible, in line with University standards regarding both number and type of bicycle rack.
- A limited supply of covered parking will be provided, as possible, using available space in parking ramps, under building overhangs, and designated bicycle shelters.
- Bicycle lockers or cages are available for rent on an annual basis. Current customers will be sent an offer for annual renewals and must accept and select a payment method before the deadline date. Customers who pay by payroll deduction are automatically renewed and must contact the Bicycle and Pedestrian Coordinator to decline.
- Customers may place their name on the waitlist for a bicycle locker or cage online by visiting the Transportation Services webpage at transportation.wisc.edu. Waitlist requests are accepted throughout the year and offers will be made as space becomes available.
- UW-Madison Transportation Services provides bicycle racks for the convenience of cyclists on campus, but is not responsible for the theft, damage, or vandalism that may occur to bicycles while parked on campus.
• Transportation Services may remove abandoned bicycles from campus bicycle racks to maintain adequate bicycle parking capacity and campus aesthetics.
• Transportation Services may impound improperly parked bicycles from campus locations.
• Transportation Services may tag and then remove bicycles parked at bicycle racks for construction purposes, upgrades, or space management.

Restrictions
• No bicycle parking or storage is allowed in campus buildings, on sidewalks, driveways or in motor vehicle parking spaces, except in areas designated for that purpose, or as authorized by university housing policies.
• Limit one bicycle locker or bicycle cage per customer.
• Bicycle locker keys must be returned within two weeks of cancellation or the customer will be assessed a lost key fee.
• Non-renewing customers (assignments expiring on August 31) must return their bicycle locker or cage key by the designated date or they will be assessed a lost key fee.

Related References
• Bicycle locker/cage applications are available on the Transportation Services website: transportation.wisc.edu.

Policy Information:

<table>
<thead>
<tr>
<th>Policy Information</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Policy Number</strong></td>
<td>TS-56</td>
</tr>
<tr>
<td><strong>Date Approved</strong></td>
<td>2/2007</td>
</tr>
</tbody>
</table>
| **Revision Date**   | 3/2012 – Key deposit requirement eliminated, replacement fee for lost/stolen keys  
                      3/2013 – No longer accepting bicycle registrations  
                      10/2013 – Update bicycle parking restrictions to conform to UWS 18.08(3).  
                      4/2014 – Limit one cage/locker per customer, cancellation restrictions for keys, change in waitlist process to allow customers to purchase available cages/lockers online first come basis  
                      3/2018 – Bike definition updated to include motorized bikes; removed City of Madison registration ordinance information |