

## **APPENDIX 3.1 | BICYCLE COUNT METHODOLOGY**

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A simple approach to counting bicycles can be conducted with staff or volunteers. This approach has been used by the Chicagoland Bicycle Federation in many municipalities. Ideally, it should be performed before plan implementation and each subsequent year of as frequently as practicable.

Choose several intersections that represent typical conditions and are known to have some bicycle traffic. Choose some locations that are going to be part of a planned bicycle network. Choose locations that will have bicycle lanes and some that will be signed only. Choose other locations with similar traffic conditions that will not be signed or marked as part of the bicycle network. Prior to plan implementation choose at least three 2 hour time periods within which counts will take place:

- Mid-week Morning 8:00 – 10:00
- Mid-week Afternoon 4:00 – 6:00
- Weekend Afternoon 12:00 – 2:00

Choose days on which the weather is good. If there is bad weather, re-schedule the count if possible.

Station counters at each of the chosen locations with clip boards and spreadsheets that record (see attached Count Sample):

- Intersection
- Number of bicycles on each leg
- Wrong-way riding
- Helmut use
- Sidewalk riding

Repeat the count annually, if possible, in the same locations.

## **APPENDIX 3.2 | VILLAGE OF HINSDALE CODE**

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### **Title 6 Chapter 13: Bicycles**

#### **6-13-1: DEFINITION:**

Every device propelled by human power upon which any person may ride, having two (2) tandem wheels, either of which is twenty inches (20") in diameter or more. (1965 Code, sec. 14-1.01)

#### **6-13-2: LICENSES REQUIRED:**

- A. Requirement: It shall be unlawful for any person who resides within the village to ride or propel a bicycle on any public street, roadway, alley, sidewalk or other public way within the village unless such bicycle has been licensed, and an identification tag attached thereto, as hereinafter provided. (1965 Code, sec. 14-2.01)
- B. Application; Fee; Identification Tag: Application for license shall be made to the Village Clerk on a form provided by the Village. There shall be no license fee. Such form shall state the name of the owner, the make and serial number of the bicycle, if any, and a brief description of any features of the bicycle which serve to identify it and shall be signed by the applicant or his parent or guardian. Each bicycle shall be licensed within thirty (30) days after assuming ownership. Licenses shall be valid so long as the bicycle is owned by the same owner. The Village Clerk shall issue a suitable numbered identification tag which shall at all times be firmly attached to the bicycle so licensed.
- C. Loss or Destruction of Identification Tag: In case of the loss or destruction of any identification tag issued hereunder, a new identification tag may be issued to the licensee, by the Village Clerk. (4-20-82)
- D. Records Kept: The Village Clerk shall keep a record of all licenses, including the number of each identification tag, the date issued, the name of the person to whom issued, the make and serial number of the bicycle, if any, and of the other descriptive features of said bicycle. (1965 Code, sec. 14-2.04)

#### **6-13-3: OBEDIENCE TO TRAFFIC-CONTROL DEVICES:**

Any person operating a bicycle shall obey the instructions of official traffic signals, signs and other control devices applicable to vehicles unless otherwise directed by a police officer.

Wherever authorized signs are erected indicating that no right or left or "U" turn is permitted, no person operating a bicycle shall disobey the direction of any such sign, except when such person dismounts from the bicycle to make any such turn, in which

event such person shall then obey the regulations applicable to pedestrians. (1965 Code, sec. 14-1.02)

#### **6-13-4: OPERATION OF BICYCLES:**

A. Riding on Bicycles: A person operating a bicycle shall not ride other than upon or astride the permanent and regular seat attached thereto, nor carry any other person or persons upon such bicycle other than upon a firmly attached and regular seat designed and intended for such purpose, nor shall any person ride upon a bicycle other than as above authorized.

No bicycle shall be used to carry more persons at any time than the number for which it is designed or equipped. (1965 Code, sec. 14-1.03)

B. Speed: No person shall operate a bicycle at a speed greater than is reasonable and prudent under the conditions then existing. (1965 Code, sec. 14-1.04)

C. Riding on Right: Every person operating a bicycle upon a public street or roadway shall ride as near to the right side thereof as practicable, exercising due care when passing a standing vehicle or one proceeding in the same direction. (1965 Code, sec. 14-1.05)

D. Emerging From Alley or Driveway: The operator of a bicycle emerging from an alley, driveway or building shall, upon approaching a sidewalk or sidewalk area extending across any alleyway, yield the right of way to all pedestrians approaching on said sidewalk area and upon entering the public street or roadway shall yield the right of way to all vehicles approaching on said street or roadway. (1965 Code, sec. 14-1.06)

E. Clinging to Vehicles: No person riding upon any bicycle shall attach said bicycle or himself, by clinging or otherwise, to any other vehicle. (1965 Code, sec. 14-1.07)

F. Riding in a Group: Persons operating bicycles shall ride in single file. (1965 Code, sec. 14-1.08)

G. Carrying Articles: No person operating a bicycle shall carry any package, bundle or article which prevents the rider from keeping both hands upon the handle bars. (1965 Code, sec. 14-1.09)

H. Parking: No person shall park a bicycle upon a public street or roadway, nor upon a sidewalk except as follows:

1. On a sidewalk in a rack designed and installed for that purpose.

2. On a sidewalk adjacent to a building with the bicycle resting on its own standard, provided no part of the bicycle shall be more than two and one-half feet (2 1/2') from the adjacent building. (1965 Code, sec. 14-1.10)

I. Parking in Central Business District: Bicycles in the Central Business District may be parked only in bicycle racks provided by the Village. The Central Business District is defined as the area bounded by the Burlington Northern Railroad right of way on the north, the west side of Grant Street on the west, the east side of Garfield Street on the east and the south side of Second Street from Grant Street to Washington Street and the south side of First Street from Washington Street to Garfield Street on the south. Any person violating the provisions of this subsection may avoid prosecution by paying one dollar (\$1.00) to the Village. (10-16-79)

### **6-13-5: RIDING ON SIDEWALKS:**

No person shall ride a bicycle upon a sidewalk within the area bounded by and including Garfield Avenue, Third Street, Lincoln Street and Maple Street, or in any other area which is a business district.

Whenever a person is riding a bicycle upon a sidewalk, such person shall yield the right of way to any pedestrian, and shall give an appropriate signal clearly audible to such pedestrian. (1965 Code, sec. 14-1.11)

### **6-13-6: BICYCLE EQUIPMENT:**

A. Lamps and Reflectors: Every bicycle when in use at nighttime shall be equipped with a lamp on the front which shall emit a white light visible from a distance of at least five hundred feet (500') to the front and with a red reflector on the rear which shall be visible from all distances from fifty feet (50') to three hundred feet (300') to the rear when directly in front of lawful upper beams of headlamps on a motor vehicle. A lamp emitting a red light visible from a distance of five hundred feet (500') to the rear may be used in addition to the red reflector. (1965 Code, sec. 14-1.12)

B. Brakes: Every bicycle shall be equipped with a brake which will enable the operator to make the braked wheel skid on a dry, level, clean pavement. (1965 Code, sec. 14-1.13)

### **-13-7: BICYCLE FINES:**

A. Age seven (7) and under (inclusive): A letter to parents for each offense.

B. Age eight (8) to twelve (12) (inclusive): Two dollars (\$2.00) for each offense.

C. Age thirteen (13) to fifteen (15) (inclusive): Five dollars (\$5.00) for each offense.

D. Age sixteen (16) and over: Ten dollars (\$10.00) for each offense.

Any person in violation of this Chapter may avoid prosecution by paying the relevant sum above for each offense. Payment shall be made to the Village at the Police Department within ten (10) days of the offense. (4-5-83)

### **6-13-8: DUTY OF PARENT OR GUARDIAN:**

The parent of any minor child and the guardian of any ward shall not authorize or knowingly permit any such child or ward to violate any of the provisions of this Chapter. (1965 Code, sec. 14-3.01)

### **6-13-9: APPLICATION OF CHAPTER:**

The provisions of this Chapter shall apply whenever a bicycle is operated upon any public street, roadway, alley, sidewalk or other public way within the Village. (1965 Code, sec. 14-3.02)

### **6-13-10: PENALTY:**

Every person convicted of a violation of any provision of this Chapter shall be punished by a fine of not less than five dollars (\$5.00) nor more than five hundred dollars (\$500.00), or by removal and detention of the identification tag from such person's bicycle for a period not to exceed sixty (60) days or by both fine and such removal and detention. (1965 Code, sec. 14-3.03)

## **APPENDIX 3.3 | SEATTLE'S COMPLETE STREETS ORDINANCE**

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### **City of Seattle Legislative Information Service**

*Information updated as of July 9, 2007 11:13 AM*

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**Council Bill Number: 115861**  
**Ordinance Number: 122386**

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AN ORDINANCE relating to Seattle's Complete Streets policy, stating guiding principles and practices so that transportation improvements are planned, designed and constructed to encourage walking, bicycling and transit use while promoting safe operations for all users.

**Date introduced/referred:** April 9, 2007  
**Date passed:** April 30, 2007  
**Status:** Passed  
**Vote:** 9-0  
**Date of Mayor's signature\*:** May 7, 2007

**Committee:** Transportation  
**Sponsor:** DRAGO, STEINBRUECK

**Index Terms:** TRANSPORTATION, TRANSPORTATION-PLANNING, PEDESTRIANS, PUBLIC-TRANSIT, BICYCLING, BIKEWAYS, BICYCLES, LAND-TRANSPORTATION

**References/Related Documents:** Related: Res 30915

#### **Text**

AN ORDINANCE relating to Seattle's Complete Streets policy, stating guiding principles and practices so that transportation improvements are planned, designed and constructed to encourage walking, bicycling and transit use while promoting safe operations for all users.

WHEREAS, the City Council, with the Mayor concurring, adopted Resolution 30915 that defines the Complete Streets policy; and

WHEREAS, City policy as stated in the Transportation Strategic Plan and the Seattle Comprehensive Plan is to encourage walking, bicycling and transit use as safe, convenient and widely available modes of transportation for all people; and

WHEREAS, Seattle's Complete Streets guiding principle is to design, operate and maintain Seattle's streets to promote safe and convenient access and travel for all users --- pedestrians, bicyclists, transit riders, and people of all abilities, as well as freight and motor vehicle drivers; and

WHEREAS, other jurisdictions and agencies nationwide have adopted Complete Streets legislation including the U.S. Department of Transportation, numerous state transportation agencies, San Francisco, Sacramento, San Diego, Boulder, Chicago and Portland; and

WHEREAS, the Seattle Department of Transportation (SDOT) will implement Complete Streets policy by designing, operating and maintaining the transportation network to improve travel conditions for bicyclists, pedestrians, transit and freight in a manner consistent with, and supportive of, the surrounding community; and

WHEREAS, transportation improvements will include an array of facilities and amenities that are recognized as contributing to Complete Streets, including: street and sidewalk lighting; pedestrian

and bicycle safety improvements; access improvements for freight; access improvements, including compliance with the Americans with Disabilities Act; public transit facilities accommodation including, but not limited, to pedestrian access improvement to transit stops and stations; street trees and landscaping; drainage; and street amenities; and

WHEREAS, SDOT will implement policies and procedures with the construction, reconstruction or other changes of transportation facilities on arterial streets to support the creation of Complete Streets including capital improvements, re-channelization projects and major

maintenance, recognizing that all streets are different and in each case user needs must be balanced; NOW, THEREFORE,

BE IT ORDAINED BY THE CITY OF SEATTLE AS FOLLOWS:

Section 1. SDOT will plan for, design and construct all new City transportation improvement projects to provide appropriate accommodation for pedestrians, bicyclists, transit riders, and persons of all abilities, while promoting safe operation for all users, as provided for below.

Section 2. SDOT will incorporate Complete Streets principles

into: the Department's Transportation Strategic Plan; Seattle Transit Plan; Pedestrian and Bicycle Master Plans; Intelligent Transportation System Strategic Plan; and other SDOT plans, manuals, rules, regulations and programs as appropriate.

Section 3. Because freight is important to the basic economy of the City and has unique right-of-way needs to support that role, freight will be the major priority on streets classified as Major Truck Streets. Complete Street improvements that are consistent with freight mobility but also support other modes may be considered on these streets.

Section 4. Except in unusual or extraordinary circumstances, Complete Streets principles will not apply:

- \* to repairs made pursuant to the Pavement Opening and Restoration Rule (SDOT Director's Rule 2004-02);

- \* to ordinary maintenance activities designed to keep assets in serviceable condition (e.g., mowing, cleaning, sweeping, spot repair and surface treatments such as chip seal, or interim measures on detour or haul routes);

- \* where the Director of Transportation issues a documented exception concluding that application of Complete Street principles is

unnecessary or inappropriate because it would be contrary to public safety; or

\* where other available means or factors indicate an absence of need, including future need.

Section 5. Complete Streets may be achieved through single projects or incrementally through a series of smaller improvements or maintenance activities over time. It is the Mayor's and Council's intent that all sources of transportation funding be drawn upon to implement Complete Streets. The City believes that maximum financial flexibility is important to implement Complete Streets principles.

Section 6. This ordinance shall take effect and be in force thirty (30) days from and after its approval by the Mayor, but if not approved and returned by the Mayor within ten (10) days after presentation, it shall take effect as provided by Municipal Code Section 1.04.020.

Passed by the City Council the \_\_\_\_ day of \_\_\_\_\_, 2007, and signed by me in open session in authentication of its passage this \_\_\_\_ day of \_\_\_\_\_, 2007.

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President \_\_\_\_\_ of the City Council

Approved by me this \_\_\_\_ day of \_\_\_\_\_, 2007.

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Gregory J. Nickels, Mayor

Filed by me this \_\_\_\_ day of \_\_\_\_\_, 2007.

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City Clerk

April 24, 2007

## APPENDIX 7.1 | BICYCLE PROJECT FUNDING

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### PRIMARY STATE AND FEDERAL FUNDING SOURCES

#### BICYCLE AND PEDESTRIAN PROJECTS

IDNR	
Funding Programs	Financial Provisions
<b>National Recreational Trail Funds</b> SYMMS	80% Fed \$\$
	20% Loc \$\$
<b>Land &amp; Water Conservation Pgm</b> LAWCON	50% Fed \$\$
	50% Loc \$\$
<b>Illinois Bicycle Path Grant Program</b>	50% State \$\$
	50% Loc \$\$

IDOT	
Funding Programs	Financial Provisions
<b>Illinois Transportation Enhancement Program</b> ITEP	80% Fed \$\$
	20% Loc \$\$
<b>Congestion Mitigation &amp; Air Quality Improv Pgm (NE IL &amp; E IL)</b> CMAQ	80% Fed \$\$
	20% Loc \$\$
<b>Illinois Safe Routes to School Program</b> SRTS	100%

Planning Assistance and Resource information is available from the Chicago Area Transportation Study (CATS) which is now part of the Chicago Metropolitan Agency for Planning. Major state and regional sources for bicycle and pedestrian program funding are listed below, but all transportation agencies are also potential sources of funding. An extensive list of these resources is located on the Bicycle and Pedestrian Regional Directory at the website <http://catsmpo.com/prog-bikeped.htm>.

#### **Congestion Mitigation and Air Quality (CMAQ) Improvement Program**

Programming Agency: Chicago Metropolitan Agency for Planning

Program Contact: Ross Patronsky, Senior Planner,

312-386-8796, rpatronsky "at" cmap.illinois.gov

Program Web Site: [www.catsmpo.com/prog-cmaq.htm](http://www.catsmpo.com/prog-cmaq.htm)

Programming Cycle: Annual. A call for projects usually occurs in December, with approximately two months until proposals are due. A proposed program is subject to a public comment period during the summer, and a final announcement

occurs in the fall.

A list of projects funded by CMAQ is posted at [www.catsmpo.com/prog/cmaq/approved\\_cmaq\\_projects\\_fy92-07.pdf](http://www.catsmpo.com/prog/cmaq/approved_cmaq_projects_fy92-07.pdf)

### **Illinois Transportation Enhancement Program**

Programming Agency: Illinois Department of Transportation  
Program Contact: Keith Sherman, Chief of Planning and Systems, 217-782-0378, keith.sherman@illinois.gov  
Program Web Site: [www.dot.il.gov/opp/itep.html](http://www.dot.il.gov/opp/itep.html)  
Programming Cycle: Irregular  
A list of FY 2004-2006 projects funded by ITEP is posted at [www.dot.il.gov/opp/iteplist.pdf](http://www.dot.il.gov/opp/iteplist.pdf).

A CATS staff review of all proposals submitted is at [www.catsmpo.com/bikeped/2006-march-att3.pdf](http://www.catsmpo.com/bikeped/2006-march-att3.pdf)

Note: The Bicycle and Pedestrian Task Force has suggested ways to make better ITEP programming decisions. Suggested process improvements include a regional sub-allocation, multi-year programming, and public involvement. Additionally, CATS and other agencies have commented on the process of “rescissions” through which available federal transportation funding is reduced and have gained a 2007 agreement with IDOT that these reductions will be taken across the board and will not result in disproportional reductions to the Enhancement program. See [www.catsmpo.com/agenda/bikeped/attachments/nov-2006-3.pdf](http://www.catsmpo.com/agenda/bikeped/attachments/nov-2006-3.pdf) and [www.catsmpo.com/agenda/bikeped/attachments/nov-2006-2.pdf](http://www.catsmpo.com/agenda/bikeped/attachments/nov-2006-2.pdf)

### **Illinois Safe Routes to School Program**

Programming Agency: Illinois Department of Transportation  
Program Contact: Megan Holt Safe Routes to School Coordinator, (217)785-2932, SafeRoutes@dot.il.gov  
Program Web Site: [www.dot.il.gov/saferoutes](http://www.dot.il.gov/saferoutes)  
Programming Cycle: Program Cycle: Annual. Project submittals in 2007: School Travel Plans were due May 31 and SRTS applications were due June 29.

### **Illinois Department of Natural Resources Trails Grants Programs**

Programming Agency: Illinois Department of Natural Resources  
Program Contact: Tom DiLello, Division Manager, (217)782-7481, tom.dilello@illinois.gov  
Program Web Site: [dnr.state.il.us/ocd/newtrail2.htm](http://dnr.state.il.us/ocd/newtrail2.htm)  
Programming Cycle: Program Cycle: Annual. Project submittals are typically due at noon on March 1, each year.