



Bicycle Rack Program
BICYCLE RACK REQUEST FORM / APPLICATION

Bicycle parking is an important element to Downtown El Paso’s transportation system. Providing access to Bicycle Racks near employment, retail, and other destinations ensures parking options for bicyclists. Adequate bicycle parking is good for business, increases ridership, offers an alternative to driving, decreases the demand for automobile parking, and prevents damage to infrastructure caused by makeshift bicycle parking. In addition, supporting active transportation, such as cycling and walking, promotes healthy lifestyles and improved air quality in our community.

This Downtown Management District (DMD) program provides for the installation of standard inverted U-shape bicycle racks on the public right-of-way. Business and property owners can submit a request at any time. Requests will be granted based on funding availability, compliance with City requirements for bicycle racks, and appropriateness for the area.

** Requests made by someone other than the property owner require the notarized signature of the property Owner of Record representing approved authorization and consent for installation.

Requirements for Bicycle Rack Installation

a. A minimum setback of three (3) feet shall be required between the bicycle rack and the building face or other streetscape elements, such as but not limited to parking meters, trees, street furniture, fire hydrants, and utility vaults. (Figure 1)

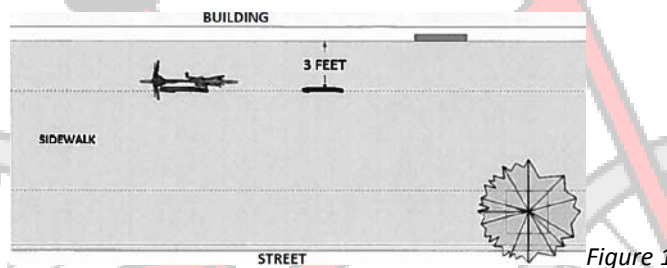


Figure 1

b. A minimum setback of five (5) feet shall be required between the bicycle rack and a curb cut or accessibility ramp.

c. For bicycle racks oriented perpendicularly or diagonally to a sidewalk or walkway: a minimum setback of three (3) feet shall be required between the rack and the face of the curb; a minimum of three (3) feet shall be required between each bicycle rack; and a minimum width of eight (8) feet shall remain unobstructed from the pedestrian path of travel when a bicycle is not attached to the rack. (Figure 2)

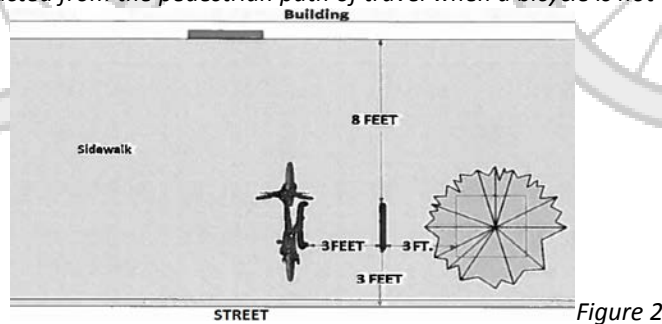


Figure 2

d. For bicycle racks oriented parallel to a sidewalk or walkway: a minimum setback of three (3) feet shall be required between the bicycle rack and the face of the curb; a minimum setback of six (6) feet shall be required between each bicycle rack; and a minimum width of six (6) feet shall remain unobstructed from the pedestrian path of travel when a bicycle is not attached to the bicycle rack. (Figure 3)

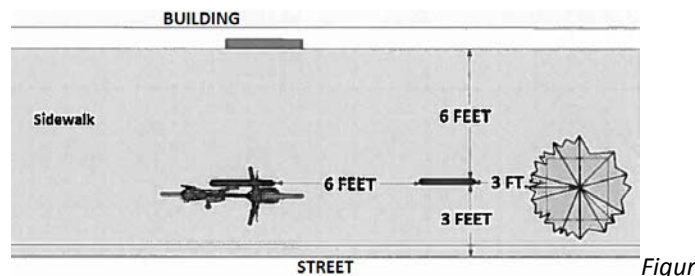


Figure 3

e. Wherever possible, bicycle racks shall be located in the parkway, aligned to not interfere with parked car doors or bus stops, and aligned parallel to the street in constrained areas.



HOW TO REQUEST A BICYCLE RACK(S)

STEP 1 – Complete Application

Applicant

Contact Name: _____
Business Name: _____
Business Address: _____
Contact Phone: _____
Contact Email: _____

Bicycle Rack(s) Location

Location Address: _____

Location Description (**ATTACH PHOTO of existing conditions and a Site Plan Diagram - Please note:** Site Plan Diagram must indicate distances as noted in the "Requirements for Bicycle Rack Installation" section above.)

Number of bicycle rack(s) requested: _____

Describe benefits of bicycle rack(s) in this location: _____

Property Owner of Record (leave blank if same as Applicant)

Entity / Name: _____
Contact Address: _____
Contact Phone: _____
Contact Email: _____

**** Property OWNER of Record agrees and consents to the installation of a bicycle rack(s) on the public right-of-way adjacent to above-described property.**

Printed Name: _____

Signature: _____

State of Texas
County of El Paso

Before me, a Notary Public, on this day personally appeared _____, known to me (or proved to me on the oath of _____) to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he/she executed the same for the purposes and consideration therein expressed.

Given under my hand and seal of office this ____ day of _____ 20__.

Notary Seal

Notary Public, State of Texas

STEP 2 – Submit Application

Deliver or mail complete application with original notarized signature when applicable to:

El Paso Downtown Management District
201 E. Main Dr., Suite 107
El Paso, TX 79901

STEP 3 – Application and Site Review

DMD and City Staff will review the application and proposed location. The Applicant should expect a response within 10 – 15 business days. If the proposed location is on TXDOT right-of-way, please expect additional delays.

STEP 4 – Bicycle Rack(s) Installation

Upon approval of the request, the DMD will install the bicycle rack(s) within approximately 45 days from the approval.

STEP 5 – Park your Bike!

