



Our intention is to have in-person meetings going forward. For the time being, we will hold the City Committee Meetings, Plan Commission, Council and most others at the Community Room at 933 Michigan Avenue. This in-person location will meet the legal requirement for our open meetings.

We will have a virtual option available, but the technology for the hybrid style meeting may not be reliable all of the time.

## AGENDA

### BICYCLE AND PEDESTRIAN STREET SAFETY COMMISSION (BPSSC)

#### Members

- Chair Nena Fisher
- Ald. Jacqui Guthrie
- Tom Baldischwiler
- Adam Johnson
- Karalyn Peterson

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<b>Date and Time:</b>	January 28, 2025 6:00 PM	<b>Location:</b>	Community Room 933 Michigan Avenue, Stevens Point, WI
			<u>OR</u> <u>Zoom Teleconferencing</u> Meeting ID: 826 2359 5184 Passcode: 208462 <u>By</u> <u>Computer:</u> <a href="https://us02web.zoom.us/j/82623595184?pwd=I0D8S AVfW0I3qmfbrNQjmn">https://us02web.zoom.us/j/82623595184?pwd=I0D8S AVfW0I3qmfbrNQjmn</a> <u>By Phone:</u> +1-312-626-6799 (US Chicago)

#### Opening Section:

1. Roll Call

#### Discussion and Possible Action on the Following:

2. Report of the December 17, 2024 meeting of the Bicycle & Pedestrian Street Safety Commission.
3. Discussion on a draft bicycle parking ordinance.
4. Review of the 2024 bicycle and pedestrian count.
5. Staff Updates:

**PLEASE TAKE NOTICE** that any person who has special needs while attending these meetings or needs agenda materials for these meetings should contact the City Clerk as soon as possible to ensure that a reasonable accommodation can be made. The City Clerk can be reached by telephone at (715) 346-1569 or by mail at 1515 Strongs Avenue, Stevens Point, WI 54481.

Maps further defining the above area(s) may be obtained from the City of Stevens Point Department of Community Development, 1515 Strongs Avenue, Stevens Point, WI 54481, or by calling (715) 346-1567, during normal business hours.

**PLEASE TAKE FURTHER NOTICE** that a quorum of the Common Council may be in attendance at this meeting.

- Demonstration Activities - SS4A Grant
- Bicycle Friendly Community Designation

6. Adjourn

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**PLEASE TAKE FURTHER NOTICE** that a quorum of the Common Council may be in attendance at this meeting.

REPORT OF THE BICYCLE AND PEDESTRIAN STREET SAFETY COMMISSION

December 17, 2024 – 6:00 PM  
933 Michigan Ave, Stevens Point, WI 54481

PRESENT: Chair Fisher, Alderperson Guthrie, Commissioner Baldischwiler, Commissioner Johnson, Commissioner Peterson

EXCUSED:

ALSO PRESENT: Associate Planner/Zoning Administrator Kuhn, Trevor Roark

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INDEX:

Opening Section:

1. Roll Call

Discussion and Possible Action on the Following:

2. Selection of a Vice Chairperson for the Bicycle & Pedestrian Street Safety Commission.
3. Report of the June 6, 2024 meeting of the Bicycle & Pedestrian Street Safety Commission.
4. Discussion on a draft bicycle parking ordinance.
5. Discussion on the Portage County Bicycle & Pedestrian Plan update.

Closing Section:

6. Adjourn
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Opening Section:

1. Roll Call

**Present: Fisher, Guthrie, Baldischwiler, Johnson & Peterson**

**Excused:**

Discussion and Possible Action on the Following:

2. Selection of a Vice Chairperson for the Bicycle & Pedestrian Street Safety Commission.

Chair Fisher called for nominations for the position of Vice Chairperson for the Bicycle & Pedestrian Street Safety Commission. One nomination was submitted to appoint Alderperson Guthrie as Vice Chairperson.

**Action to appoint Alderperson Guthrie as Vice Chairperson of the Bicycle & Pedestrian Street Safety Commission: Carried 5-0.**

3. Report of the June 6, 2024 meeting of the Bicycle & Pedestrian Street Safety Commission.

**Motion by Chair Fisher to approve the June 6, 2024 meeting of the Bicycle & Pedestrian Street Safety Commission; seconded by Commissioner Peterson.**

**Motion carried 5-0.**

4. Discussion on a draft bicycle parking ordinance.

Associate Planner / Zoning Administrator Kuhn provided an overview of the draft bicycle parking ordinance, outlining the motivation for amending the existing ordinance, key features of the proposed first draft, and opened the floor for feedback from the Commission. The Commission provided feedback in several areas, such as lighting standards, covered and indoor bicycle parking requirements, and bicycle parking ratio requirements for certain land uses.

The feedback received would be used to provide a second draft ordinance at the next available Commission meeting.

**No action was taken.**

5. Discussion on the Portage County Bicycle & Pedestrian Plan update.

Associate Planner / Zoning Administrator Kuhn provided an overview of the Bicycle & Pedestrian Plan Update, outlining the work that the consultant team has been doing over the last few months. Kuhn updated the Commission on an upcoming bicycle and pedestrian survey, as well as an open house that will occur at Mid-State Technical College in January. The first draft of the Portage County Bicycle & Pedestrian Plan update is anticipated in Quarter 1 of 2025.

**No action was taken.**

Closing Section:

5. Adjourn

**Meeting adjourned at 7:37 PM.**

*A recording of this meeting can be viewed/heard at: <https://stevenspoint.com/365/AgendasMinutesVideos>*



## MEMORANDUM

To: Bicycle & Pedestrian Street Safety Commission

From: Adam Kuhn, AICP  
Associate Planner / Zoning Administrator

Date: January 28, 2025

**RE: Review of a Draft Bicycle Parking Ordinance**

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**Background:** As Commissioners are likely aware, the City's Zoning Ordinance contains a significant amount of land use and development standards. One such standard is the City's Bicycle Parking Ordinance, which outlines the minimum number of bicycle parking that is required for new development and expansions of existing establishments. The Ordinance provides design standards for the installation of bicycle parking facilities and sets a metric in determining the number of bicycle parking spaces that are required. For any multi-family residential and non-residential development that provides 20-100 vehicle parking spaces, a minimum of six bicycle parking spaces are required. For every additional 25 vehicle parking spaces provided, or fraction thereof, one additional bicycle parking space is required.

Last month, the Commission reviewed the first draft of targeted revisions to the Bicycle Parking Ordinance. Based on the conversation, edits were made to the first draft to reflect what is shown in the agenda packet. Edits include:

- Addressing bicycle parking facility standards when a parking area is resurfaced versus reconstructed.
- Bicycle parking areas must be well-lit and visible during non-daylight hours.
- Amend the minimum separation requirement between a bicycle parking facility and a building's front entrance from 120 feet to 50 feet.
- Add covered or indoor bicycle parking requirements for establishments with a higher land use intensity.
- Include a graphic depicting the bicycle parking design standards.
- Add a picture of a corral as a permitted bicycle rack design.
- Amend the applied bicycle parking ratio for terminals and stadiums.

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Please review the second draft and be prepared to provide comment. Like last meeting, no action by the Commission will be taken on this ordinance.

## First Draft – Bicycle Parking Ordinance Amendments

### f) Bicycle Parking

In order to enhance multi-modal transportation opportunities, the following standards for bicycle parking shall be met.

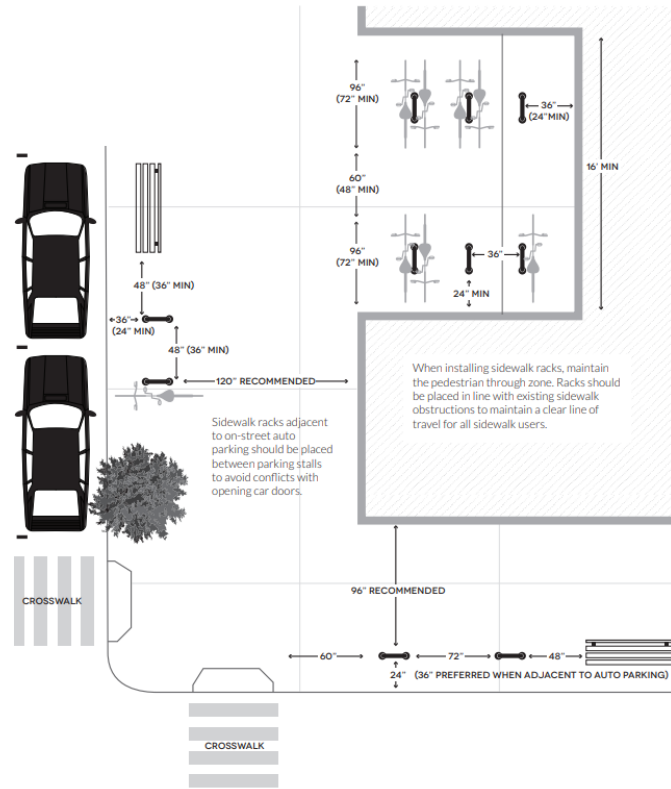
~~1) Apartment, mixed use, and non-residential development providing more than 20 vehicle but less than 100 vehicle parking spaces shall be required to provide six bicycle parking spaces. An additional one bicycle parking space shall be provided for each additional 25 vehicle parking spaces, or fraction thereof. A minimum of four and a maximum of 24 bicycle parking spaces shall be required under this paragraph.~~

- 1) **The minimum number of bicycle parking spaces required for a particular land use shall be as specified in Section 23.01(17)(c) of this Ordinance.**
  - a. **Shared bicycle parking arrangements are permitted for properties zoned “B-2” Central Business Transition and “B-3” Central Business.**
  - b. **Bicycle parking spaces located within a public right-of-way and immediately abutting the subject parcel, lying entirely within the extension of the side lot lines into the roadway and not within any required clear sight distance, may be counted toward meeting these parking requirements.**
  - c. **For properties zoned “B-5” Highway Commercial, “M-1” Light Industrial and “M-2” Heavy Industrial, two-thirds of the required bicycle parking spaces shall either be covered or located inside a structure. The remaining one-third of required bicycle parking spaces are permitted to be outdoors and open to the sky.**
    - 1) **For all other zoning districts, one-third of the required bicycle parking spaces shall either be covered or located inside a structure. The remaining two-thirds of required bicycle parking spaces are permitted to be outdoors and open to the sky.**
- 2) Bicycle parking facilities shall be located within 50 feet of the main building entrance **and visible from a public right of way**, unless approved by the Plan Commission and Common Council **Administrator**.
- 3) Bicycle parking facilities shall be of high-quality type construction that:
  - a. Supports the bicycle upright by its frame in two places;
  - b. Prevents the wheel of the bicycle from tipping over;
  - c. Enables the frame and one or both wheels to be secured;
  - d. Supports bicycles without a diamond-shaped step-through frame with a horizontal top tube;
  - e. Allows front-in parking: a U-lock should be able to lock the front wheel and the down tube of an upright bicycle; and

## First Draft – Bicycle Parking Ordinance Amendments

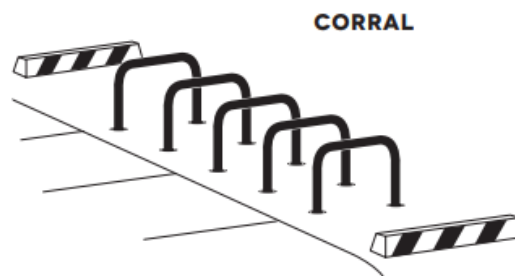
- f. Allows back-in parking: a U-lock should be able to lock the rear wheel and seat tube of the bicycle.
  - g. **Uses racks determined as adequate by the Association of Pedestrian and Bicycle Professionals current bicycle parking guidelines.**
- 4) **Bicycle parking facilities shall be installed on only the following surfaces: concrete pad, asphalt, and pavers. The use of gravel and granite is permitted for the following or similar type uses: parks, cemeteries, schools, universities, and industrial/manufacturing uses, as well as accessory uses to the uses previously listed.**
- 5) **Lighting shall be provided in a bicycle parking area so that all facilities are thoroughly illuminated, well-lit, and visible during all hours of use.**
- 6) Bicycle parking facilities should be designed to have the following minimum area and spacing requirements:
- a. The separation between the rack and any wall or barrier shall be 24 inches.
  - b. ~~The racks shall be placed 30 inches on center;~~ **The separation between the racks shall be 36 inches.**
  - c. The separation between aisles shall be 48 inches.
  - d. The depth of each row shall be 72 inches.
  - e. **The separation between sidewalk racks and auto parking shall be 36 inches.**
  - f. **A minimum radius of 24 inches around the rack shall be free of any obstructions, unless otherwise stated.**
  - g. **The provisions of this subsection shall apply only to the reconstruction of an existing vehicular parking area and new parking areas. Patching, milling, resurfacing, seal coating, and striping shall not constitute a reconstruction.**

# First Draft – Bicycle Parking Ordinance Amendments



## First Draft – Bicycle Parking Ordinance Amendments

- 7) Permitted bicycle rack designs, based on the Association of Pedestrian and Bicycle Professionals guidelines, include but are not limited to the following:



- 8) Prohibited bicycle rack designs, based on the Association of Pedestrian and Bicycle Professionals guidelines, include but are not limited to the following:



## First Draft – Bicycle Parking Ordinance Amendments

- 9) Alternative bicycle parking facility standards may be approved by the Administrator where they are functionally equivalent to the most recent version of the Bicycle Parking Guidelines from the Association of Pedestrian and Bicycle Professionals.

## First Draft – Bicycle Parking Ordinance Amendments

Land use	Specific Use	Minimum Bicycle Parking
<b>Residential</b>		
Household living	Detached living	None
	Accessory dwelling	None
	Attached living	None
	Multifamily living or upper story living	1 space per 3 units
	Retirement community	1 space per 3 units
	Senior housing	1 space per 3 units
	All other uses	Determined by Zoning Administrator
Group living	Assisted living or congregate care facilities	1 space per 4 units
	All other uses	1 space per 4 units
Social service	All uses	1 space per 5,000 sq ft floor area
<b>Public</b>		
Parks and open spaces	All uses	None, except when recommended within the City's comprehensive outdoor recreation plan.
Terminals	All uses	3.5% of the projected maximum daily ridership.
Schools	Additions to existing schools 3-year high school 4-year high school Elementary or middle school	The number of spaces provided shall be determined by the most recent master facility plan for the school.
Utilities	All uses	None
<b>Commerce</b>		
Day care	All uses	Determined by Zoning Administrator
Indoor recreation	Auditorium	1 space per 5,000 sq ft floor area
	Bowling alley	1 space per 2,000 sq ft floor area
	Theaters	1 space per 2,000 sq ft floor area
	All other uses	Determined by Zoning Administrator
Medical	Hospital	1 space per 5,000 sq ft floor area

**Commented [AK1]:** BANTR: 79/3 = 27

**Commented [AK2]:** Skipp's Bowling: 25,988/2000 = 13.

**Commented [AK3]:** Rogers Cinema would need 12.

**Commented [AK4]:** MCHS is 64,227 sqft. 64,227/5,000 = 13.

## First Draft – Bicycle Parking Ordinance Amendments

	Medical, dental office or chiropractor	1 space per 2,000 sq ft floor area
	All other uses	Determined by Zoning Administrator
Office	With drive thru service	1 space per 2,000 sq ft floor area
	Without drive thru service	1 space per 2,000 sq ft floor area
Outdoor recreation	Campground, travel trailer park, RV park	Determined by Zoning Administrator
	Golf course or country club	Determined by Zoning Administrator
	Horse stable, riding academy equestrian center	None
	Stadium or arena	1 space per 5,000 sq ft floor area
	All other uses	Determined by Zoning Administrator
Overnight lodging	All uses	1 space per 10 bedrooms
Personal service	Barber and beauty shops	2 spaces or 1 space per 4,000 sq ft; whichever is greater
	Funeral home or mortuary	1 space per 2,000 sq ft assembly area
	If less than 4,000 square feet of gross floor area	2 spaces
	All other uses	Determined by Zoning Administrator
Restaurant/Bar	All uses	2 spaces or 1 space per 4,000 sq ft floor area; whichever is greater.
Retail sales	Gas and service stations	2 spaces or 1 space per 4,000 sq ft; whichever is greater.
	If less than 2,000 square feet of gross floor area	2 spaces
	All other uses	Determined by Zoning Administrator
Vehicle sales	All uses	Determined by Zoning Administrator
Vehicle service	All uses	Determined by Zoning Administrator
Water-oriented	All uses	1 space per 20,000 sq ft

**Commented [AK5]:** GI & Associates: 14727/2000 = 8

**Commented [AK6]:** First State Bank: 10210/2000 = 6

**Commented [AK7]:** State Farm: 2520/2000 = 2

**Commented [AK8]:** Hilton Hotel: 91/10 = 10

**Commented [AK9]:** Arbuckles: 3175 sq ft = 2

**Commented [AK10]:** Kwik Trip Northside: 5632 sq ft = 2

## First Draft – Bicycle Parking Ordinance Amendments

Industrial		
Heavy industrial	All uses	1 space per 50,000 sq ft floor area
Light industrial	All uses	1 space per 40,000 sq ft floor area
Research and development	All uses	1 space per 50,000 sq ft floor area
Self-service storage	All uses	None
Trucking terminal	All uses	1 space per 40,000 sq ft floor area
Warehouse and distribution	All uses	1 space per 50,000 sq ft floor area
Waste-related service	All uses	1 space per 40,000 sq ft floor area
Wholesale trade	All uses	1 space per 40,000 sq ft floor area

**Commented [AK11]:** Furniture & Appliance mart:  
61910/50000 = 2



**MEMORANDUM**

To: Bicycle & Pedestrian Street Safety Commission

From: Adam Kuhn, AICP  
Associate Planner / Zoning Administrator

Date: January 28, 2025

**RE: 2024 Bicycle & Pedestrian Count**

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**Background:** On September 17<sup>th</sup>, 2024, the latest bicycle and pedestrian count took place. This annual count has been ongoing for the last 10+ years, and provides historical data to help gauge future infrastructure, education, and enforcement measures that may be necessary at given locations.

The table below provides the 2024 data at select intersections. Please note that all of these intersections surveyed have had a count occur here in years past.

09/17: 3:30-5:30pm

Location	Bicyclists	Pedestrians
Jefferson/Michigan	30	17
Main/Michigan	17	18
North Point Drive/Michigan	32	29
Stanley/Minnesota	24	23
Fourth/Division	49	114
Franklin/Division	63	262
Main/Reserve	39	56
Main/Strongs	34	209
Clark/Green Circle Trail	47	33
Water/Crosby	24	41
Main/Water	43	35
Whiting/Water	6	13
Brilowski/E M Copps	12	3
Patch/Green Circle Trail	50	19
Jefferson/Division	10	16

Please review the above data, along with [historical count data](#) at these intersections, and be prepared to discuss observations.

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