

 <b>POLICY</b>	Policy # PRC-001-2024	
	Approval Date: May 7, 2024	Revision Date:
Title:	Bicycle Rack Cost-sharing Program	
Applies To:	Requests for placement of bicycle racks in existing multi-unit residential and retail spaces.	

**POLICY STATEMENT:**

To encourage property and business owners to provide residents, employees, and patrons with active transportation options, the Municipality of North Grenville offers a cost-sharing program to property and business owners for the installation of bicycle racks at existing multi-unit residential and commercial spaces.

**SCOPE:**

This policy shall apply to property and business owners of existing multi-unit residential and commercial spaces.

**PROCEDURE:**

1. The Department of Parks, Recreation and Culture is responsible for the implementation, administration, and oversight of this policy.
2. The bicycle rack shall be of design per photo below with size options (number of rings) and colour options (silver or black.) The below image is for reference and not intended to limit design options.



3. Determination of location will take place between the property/business owner, North Grenville’s Facilities Superintendent and the Director of Parks, Recreation and Culture.
4. Installation is dependent on supply, weather, and staff work plans.
5. Supplier product and delivery costs may fluctuate.
6. All pricing to be reviewed with and approved by the applicant prior to order being placed.
7. The applicant will be invoiced and shall pay 50% (tax-free) of the costs agreed upon prior to product order being placed. A donation receipt will be provided.
8. The applicant will receive written notification upon completion of installation.
9. The installed bicycle rack is owned by the property/business owner and is therefore their responsibility for maintenance and repairs.