



Typical Bicycle Transportation Plans include:

- City Bicycle Transportation Plans
- County Bicycle Transportation Plans
- Regional/Countywide Bicycle Transportation Plans

City Bicycle Transportation Plans

If a city is preparing a Bicycle Transportation Plan to establish eligibility for BTA funding, the plan must discuss Streets and Highways Code Section 891.2 items a. through k. as they pertain to the city's jurisdiction.

County Bicycle Transportation Plans

If a county is preparing a Bicycle Transportation Plan to establish eligibility for BTA funding, the plan must discuss Streets and Highways Code Section 891.2 items a. through k. as they pertain to the unincorporated area within the county's jurisdiction.

Regional/Countywide Bicycle Transportation Plans

If a regional transportation planning agency is preparing a Bicycle Transportation Plan to establish BTA funding eligibility for a county and the cities in the county, the plan must discuss Streets and Highways Code Section 891.2 items a. through k. for the county and each city in the county.

Regional/Countywide Bicycle Transportation Plans

Consequently, the development of a regional or countywide plan is a much larger undertaking because it's similar to writing multiple plans and integrating them into one comprehensive plan.

For example, preparing a regional or countywide plan that includes seven incorporated cities and the county is similar to writing eight plans: one for each incorporated city and one for the county.

Bicycle Transportation Plan Format

Local agencies have successfully employed various approaches to ensuring their plans address the required elements and that the location of the information is apparent to the reviewer:

Bicycle Transportation Plan Format

- Mirroring items a. - k. in the plan's Table of Contents (especially if the sole purpose of the BTP is to qualify for Bicycle Transportation Account funding.)
- Adding a supplement that focuses on items a. - k. (some agencies have employed a question and answer format stating the element and responding with the applicable discussion.)
- Including a page that identifies the locations in the plan where the reviewer will find discussions of the required elements.

Bicycle Transportation Plan Approval Process

*****Adoption *****

Following development of a city or county Bicycle Transportation Plan (BTP) the city or county intending to use the plan to establish BTA eligibility must adopt the plan through their local governing board or council.

Bicycle Transportation Plan Approval Process

***** RTPA Approval *****

Following adoption of a city or county plan, the city or county sends the plan to the appropriate Regional Transportation Planning Agency (RTPA) for approval. RTPA approval consists of verifying the plan to be in compliance with Section 891.2 and the Regional Transportation Plan (RTP).

Bicycle Transportation Plan Approval Process

***** Caltrans Approval *****

Following RTPA approval, the local agency submits the plan, resolution adopting the plan, and RTPA letter of approval to the Bicycle Facilities Unit (BFU) at Caltrans Headquarters for review and approval.

Bicycle Transportation Plan Approval Process

***** Regional/Countywide BTP *****

Regional Transportation Planning Agencies (RTPA) may submit a Regional/Countywide plan to the BFU for review and approval. The county and cities in the county intending to use the plan developed by the RTPA to establish eligibility for BTA funds must adopt the plan as their own through their local governing board or council.

Bicycle Transportation Plan Approval Process

***** Adoption of BTP *****

City and county agencies may adopt BTPs any time during the year and submit them to the Caltrans Bicycle Facilities Unit for approval prior to, or concurrently with the BTA application deadline which is typically the first working day in December.

Bicycle Transportation Plan Approval Process

***** Caltrans Role *****

The Caltrans Bicycle Facilities Unit's role in the Bicycle Transportation Plan (BTP) process is to ensure that the local agency has adopted the BTP and that the appropriate Regional Transportation Planning Agency (RTPA) has approved the BTP. During the BTA application review process, the BFU will ensure projects are included in a BTP.

Please note - eligible BTA projects must be listed in a BTP. Referencing goals and policies does not fulfill the project listing requirement. For example,

- (1) Construct a Class II bikeway on Ash Avenue from Dome Drive to Lava Lane;
- (2) Purchase and install bicycle racks at various locations within the City of Obsidian;
- (3) Purchase and install bicycle/pedestrian lighting along the Cinder Cone Class I bikeway from Horst Street to Graben Street and refurbish the bicycle/pedestrian bridge spanning Ash Flow Creek;
- (4) Develop a bicycle commuter route map covering the vicinity of the City of Obsidian in the County of Caldera.

BTP adoption establishes eligibility for five consecutive BTA funding cycles.

Example: BTPs adopted in 2008 and submitted December 1, 2008; with an application for 2009/2010 BTA funding would establish eligibility for state fiscal years 2009/2010, 2010/2011, 2011/2012, 2012/2013, and 2013/2014. The state fiscal year begins on July 1 and ends on June 30 of the following year.

BTP Sample

The following are examples of acceptable discussions of required elements:

Item (c) A map and description of existing and proposed bikeways.

The City of Obsidian has no existing bikeways. A list of proposed bikeways and a map are included in Chapter 3.

Item (d) A map and description of existing and proposed end-of-trip bicycle parking facilities. These shall include, but not be limited to, parking at schools, shopping centers, public buildings, and major employment centers.

Bike racks in the County of Caldera are located at the Lava Fountain Shopping Center, all grammar, middle and high schools, and all Smokin' Rabbit Transit stops. The County intends to install bike racks at the new regional government center complex and the Summit Crater Community College campus currently under construction. The land use map on Page 6 includes these locations.

Bicycle Facilities Unit staff in the Headquarters Division of Local Assistance are available to help local agencies prepare Bicycle Transportation Plans.


