



Connect Transit Facility Guide Bus Stops and Shelters

March 2018

Introduction

In summer 2014, Connect Transit began the process of converting from a “flag stop” system to a traditional “fixed” stop system. Through this process and working in conjunction with Sam Schwartz Engineering and HDR Engineering, Connect Transit developed a “draft” of proposed fixed stop locations to present to the citizens of Bloomington Normal. After hosting two open houses in January 2015 and considering feedback from Connect Transit riders, drivers, and other community stakeholders, a final draft was developed and approved by the Connect Transit board of Trustees on February 24, 2015.

Given the approval of the Fixed Stop Plan, Connect Transit developed the following standards for which the bus stops will adhere to during installation and subsequent facility improvements, such as shelters, benches, landing pads, and other items that may be implemented once the fixed stops are designated.

Table of Contents

Fixed Stop Locations 3

Sign Design Standards 3

Bus Stop Placement..... 3

Landing Pad Standards 4

Shelter Locations 4

Adopt-A-Shelter 5

Appendices 6

Fixed Stop Locations

The fixed stop location standards are set forth in the “Fixed Stop Location Project” as adopted by the Connect Transit Board of Trustees.

Based on the plan, the following guidelines were set forth for the designation of fixed stops:

1. Stop spacing would be approximately every quarter-mile
2. The ideal stop placement is on the far-side of an intersection, with exception to intersections that have a stop sign or other traffic control device. Considerations will also be given due to pre-existing traffic patterns, land use, right of way accessibility for passengers, or other instances where a far-side stop would not be appropriate.
3. Ideal length of a stop is 85 feet. This can be shorter based on context.
4. Stops are sighted considering ADA compliance and the path towards accessibility.

Sign Design Standards

Each fixed stop will be clearly marked with two (2) pieces of signage. The first or ‘primary’ sign (appendix 1) will be a double sided, reflective aluminum sign bracketed from the side with the designated Connect Transit logo. This sign will serve as the main indicator that the designated location is a bus stop.

The second or ‘info’ piece of signage (appendix 2) will display route information, including which routes serve the designated stop, a unique stop ID number, contact information for Connect Transit, and a QR code that will take the rider to Connect Transit’s real-time bus tracking app. This sign will vary in size based on the number of routes that serve the designated stop. This sign will also be bracketed to the side, but will be 90° perpendicular to the ‘primary’ sign.

Appendix 3 also indicates the required layout for each sign on the sign poles. The distance from the ground to the bottom of the primary sign must be 7 feet. The distance from the ground to the bottom of the info sign must be 48 inches.

Bus Stop Placement

All locations - All sign poles will be at least 2' from the curb/gutter. The installation of a bus stop sign where there is a traffic signal (stop light, stop sign, or other traffic sign) should be offset by a minimum of 18" to the right. The pole should be a minimum of 3' before the traffic signal, with a recommended distance of 4'. Bus stops should also be installed no less than 4' from fire hydrants.

Far side stop – A far side stop should have the boarding and alighting area placed with 85 feet (can change depending on the location) +/- 10 feet of curb return at the intersection.

Near side stop – A near side bus stop should have the boarding and alighting area positioned at least 10 feet from the intersection curb return.

Appendix 3 indicates the bus stop placement hierarchy. Based on existing site conditions, Connect Transit will utilize the following designs for bus stop placement.

Sidewalk attached to curb – The stop sign pole should be less than or equal to 6.5' from the curb/gutter.

Sidewalk detached from curb – The stop sign pole should be 2' from the curb/gutter.

Wide sidewalk attached to curb – The sidewalk should be greater than 8.5' and the sign should be 2' from the curb/gutter.

Landing Pad Standards

Connect Transit will continue to improve ADA accessibility at each of its stops, with priorities on improving mobility with connections to existing sidewalks, off street paths, and other pedestrian facilities.

In addition to stops with shelters, Connect Transit will work to outfit stops with the ADA approved bus stop pad of 96 inches by 60 inches, in addition to connecting to pedestrian facilities.

The Bus stop location must have a total of 5 boardings or alightings per day to qualify for an ADA landing pad. Connect will review bus stops with at least 5 passenger boardings or alightings a day and prioritize the number of times a wheelchair lift or ramp has been used to reflect the highest to lowest priority.

Shelter Locations

Connect Transit is committed to improving user facilities, which includes the installation of transit shelters. Given the high demand and high cost of shelters, Connect Transit has set for the following guidelines for location and installing bus shelters throughout its service area. Based on information gathered during the installation period, the shelter program may be revised to fit the changing needs of Connect Transit and its customers.

1. Connect Transit will only install shelters paid for by Connect Transit on public right of way. This means any shelter that is to be placed on private property must be funded and maintained by the property owner.
2. Stops with the highest levels for average daily ridership will receive priority for shelters. A bus stop must have at least 15 passenger boardings per day to qualify for a shelter. Connect will review bus stops with at least 15 passenger boardings a day and prioritize to reflect the highest to lowest priority.
3. Stops that have enough ridership to warrant a shelter must also have a site that can physically host a shelter and its dimensions. Issues that may prevent this include; not enough space in the right of way, grade issues, lack of connection to pedestrian infrastructure, and other reasonable factors preventing the placement of a shelter. All bus shelters will be installed with compliance to the standards set forth in Section 810 of the Americans with Disabilities Act Standards for Transportation Facilities.
4. Businesses, property owners, or other interested parties who wish to have a shelter at a Connect Transit bus stop near their location must adhere to the design standards set forth by Connect Transit and enter into an agreement with Connect Transit regarding the cost and maintenance of the shelter. The interested party may incur costs regarding the installation and maintenance of the shelter. For more information on the current design standards and costs associated with transit shelters, please contact Jeff Holtke, Marketing and Business Development Manager at 309-829-1158.

5. Connect Transit reserves the right to modify the above criteria to maintain compliance with Title VI of the Civil Rights Act of 1964.
6. Connect Transit reserves the right to display system information and sell advertising on all of its shelters. Third parties who enter an agreement with Connect Transit for the purchase and maintenance of a shelter at a desired transit stop will be exempt from advertising if requested.
7. Connect Transit reserves the right to reallocate shelters based on changing need or ridership trends, discontinuation of service, redesign of the streetscape or nearby intersections, and/or from repeated vandalism. Connect Transit intends to utilize a “three strike” policy that indicates if costly vandalism or destruction of property occurs in a repetitive fashion, Connect Transit may re-allocate the shelter to a different location.

Bench/Bench Combination/Leaning Rail Locations

Connect Transit will continue toward a goal of improved user facilities by utilizing additional amenities including; benches, bench combinations (seating affixed to solar powered light fixtures), and leaning rails at those locations that may not necessarily warrant the installation of a shelter, but may need amenities greater than a landing pad. The following guidelines will be used in determining the placement of these types of amenities:

1. Passenger boardings must fall between 5 and 15 per day. Stop locations exceeding 15 passenger boardings per day will be evaluated using the criteria established under “Shelter Locations” above however, locations exceeding 15 passenger boardings per day may still be considered for these types of amenities if a shelter is not warranted.
2. The installation of these types of amenities will also require the installation of a proper landing pad as established under the criteria for “Landing Pad Standards” above.
3. For installations in the city owned right-of-way, a set-back of no less than five (5) feet from the curb must be available. This set-back will aid in providing a location in which passengers will be far enough back from the adjacent vehicle traffic lane so as to prevent exposure to vehicular traffic and vehicle components, road spray, and other debris which may be generated by passing motorists.

4. Connect Transit reserves the right to reallocate benches/bench combinations/leaning rails based on changing need or ridership trends, discontinuation of service, redesign of the streetscape or nearby intersections, and/or from repeated vandalism. Connect Transit intends to utilize a “three strike” policy that indicates if costly vandalism or destruction of property occurs in a repetitive fashion, Connect Transit may re-allocate these amenities to a different location.

Adopt-A-Shelter

Connect Transit is looking for community groups, businesses, educational institutions, involved citizens or anyone else who is interested in ‘adopting’ a Connect Transit shelter.

If this is something that interests you, please contact Connect Transit at 309-829-1158 for more information.

Appendix 1 – Primary Bus Stop Sign

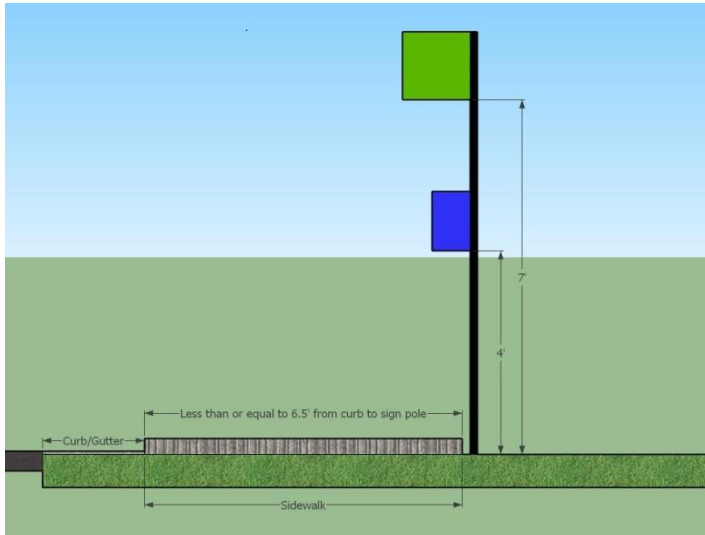


16" x 16" – 2-sided Reflective Aluminum with Side/Flag Bracket

Appendix 2 – Secondary/Information Sign

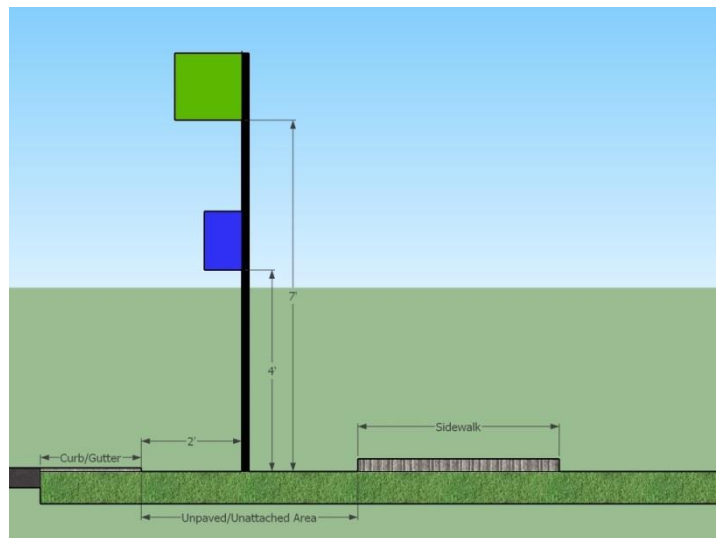


Appendix 3 – Bus Stop Placement Hierarchy



Sidewalk attached to curb

Sidewalk detached from curb



Wide sidewalk attached to curb

