



Updates to the Bikes in Building Program

Since its start in 2009, the Bikes in Buildings Program has helped increase bicycle commuting in New York City by providing cyclists with secure parking during the workday. The program is based on the Bicycle Access to Office Buildings Law, which requires commercial office buildings to allow cyclists to bring bicycles into their offices by elevator, upon request.

The law and rules governing Bicycle Access in Office Buildings were revised in 2016. These changes provide for greater access to commuting by bicycle by allowing the use of passenger elevators when freight elevators are not available, streamlining the application process and expanding the conditions under which Bicycle Access shall be provided. [A copy of the revised rules are available in the city record.](#)

The following is a brief summary of the important changes to the law.

Tenant Request

If your building already has a Bicycle Access Plan in place due to a request from another Tenant, you may opt into the plan by sending a simple signed certification stating that there is sufficient space within your leased office space to store the requested number of bicycles in a manner that does not violate the building or fire code, or any other applicable law, rule or code, or which would impede ingress or egress to such premises or building. The request must be sent to the building owner by certified mail, return receipt requested, and a copy of the request shall be filed with the NYC Department of Transportation (NYC DOT).

Bicycle Access Plan

All Bicycle Access Plans must be filed and properly posted in the building lobby within 30 days of receipt of a Tenant Request and now must include language detailing the expansion of conditions under which bicycle access must be provided.

All Bicycle Access Plans must include provisions for at least one freight elevator that meets each of the following conditions:

It will be made available for bicycle access for all who request during the regular operating hours;

That bicycles will be allowed to use the same routes that freight is transported through the building to the extent practicable as long as it doesn't present substantial safety risks;



That no escort by building personnel will be required for a person transporting a bicycle to or from the elevator if an escort is not required when a person is transporting freight to or from the elevator;

That a person transporting a bicycle to or from the elevator, as well as any other any package or other material in such person's possession, shall be subject to the same or substantially similar security measures applicable to other persons entering the building or elevator;

Allows for bicycles to be brought in or out of the building using one or more designated passenger elevators at any time when no freight elevator is operational;

Outlines the location of building entrances and the route to freight elevators that accommodate bicycle access;

Outlines the route to a designated area for bicycle parking on an accessible level if such bicycle parking is made available;

A notice to tenants and subtenants informing them of their responsibilities with respect to bicycle storage; and

Other information that NYC DOT may require.

A Bicycle Access Plan may be amended from time to time to accommodate requests from other tenants or subtenants to provide bicycle access.

If an owner of a building is issued a violation of this code or the New York City fire code, or a rule promulgated thereunder, that results from storage of a bicycle, and such owner shows that such violation occurred in an area of such building that is under the control of a tenant or subtenant, such owner may restrict or limit bicycle access under the Bicycle Access Plan for such tenant or subtenant.

Alternate Parking Exemption Requests

In lieu of providing freight elevator access, the owner may submit an Alternate Parking Exemption Request to NYC DOT within 15 days of receipt of a Tenant Request. Approval of this exemption requires that the owner provide secure, covered, no-cost, off-street bicycle parking or sufficient secure, alternate indoor, no-cost bicycle parking available on the premises or within four blocks or 1,000 feet (304.8 m), whichever is less. The alternate parking space must accommodate all tenants/subtenants requesting bicycle access, be available on a 24-hour basis and pass a physical inspection.

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