



## Guidelines for Route Marking and Route Preparation

### *General*

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#### Introduction

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These guidelines are intended to bring consistency and completeness to the process of route marking and preparation. The marking team should use the marking symbols as described below for all rides sponsored by Springbike Bicycle Club.

#### Goals

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These guidelines should have the following goals:

1. Present a highly visible and easy to follow route to cyclists, support personnel, spectators, and local drivers;
2. Maximize safety by clearly marking hazards, and
3. Respecting numbers 1 and 2 above, minimize visual impacts to motor vehicles, residents, and land owners, as well as avoiding any confusion with possible utility markings.

#### What to Mark

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Route markings should consist of a two or three letter "abbreviation" of the ride and either a left arrowhead < (placed to the left of the letters for a left turn), a right arrowhead > (placed to the right of the letters for a right turn), or a straight arrowhead ^ (placed above the letters indicating straight or as a confirmation). When there is more than one route on a given ride, numbers may be included indicating the number of miles of each route to differentiate the routes at the split. Additionally, an RS may be added when approaching a rest stop. No other markings should be included.

For example: QC> would indicate a right turn on the Queen City, <TdB would indicate a left turn on the Tour de Bass. Markings, including numbers and RS, should fit within a One Square Foot area. Springbike ride abbreviations are: NY (New Year's Day), SB (Superbowl), SP (St. Pat's), CR (Chili Ride), DW (Dogwood), QC (Queen City), QCC (Queen City Century loop), FM (Fall Metric Century), TdB (Tour de Bass), M (Monday night rides), Tu (Tuesday night rides), W (Wednesday night rides) and Th (Thursday night rides).

## **What Not to Mark**

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Marking teams are **NOT TO USE** road markings such as “big hill ahead”, “almost there”, “Rest Stop”, “Nice View”, “Congratulations”, etc... City and county officials have advised against such markings and have spent taxpayer dollars to go out and cover over these marks. Repeatedly marking the roads with such markings or using too large a marking jeopardizes the ability of all rides to be able to mark the roads at all.

## **Who Marks the Route**

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The marking team should have a high familiarity with the chosen route and with these guidelines. New volunteers should assist experienced members. If different volunteers mark different sections of the route, all volunteers are urged to consult prior to marking to aid in the consistency of the marking.

## **When to Mark the Route**

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The amount of marking needing to be done obviously influences the time needed; ideally the route should be marked within one week of the event. This provides for a smaller possibility that changes to the route will be necessary due to man-made or natural causes. In the event of severe weather or forecasted severe weather (or simply rain), the marking team may be forced to mark the route farther in advance. Prior to marking, the marking team should advise appropriate persons that marking is underway. When feasible, the marking team should check the route one or two days in advance of the ride date to ensure that marks have not been obscured or deleted, e.g. by new pavement, vandalism, etc.

## **Emergency Route Changes**

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When marking the route, the marking volunteer(s) is urged to have a mobile phone and contact phone numbers to consult with other Springbike volunteers and the Springbike Ride Coordinator regarding any emergency modifications that the marking team suggests.

## ***Route Marking***

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### **Road paint**

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#### **Type**

The route will be painted on the pavement with a paint type approved by the Springbike Ride Coordinator. (Inverted, utility spray paint; no spray chalk)

## Colors

Pre-approved pavement paint colors are: Yellow, Red, Orange, bright Green, Pink, and White. Keep in mind that orange is used for marking hazards. Also keep in mind that if using multiple colors for different routes of the same ride, that once on pavement and traffic has driven over them, that to a color blind person it may be difficult to distinguish the colors. An alternative to multiple colors is to add the number of miles to the markings to differentiate the routes. It is recommended that Yellow be used for all Springbike sponsored rides and that the different routes on the same ride be differentiated by numbers and not colors. This color is easiest to view under most conditions, avoids confusion with other sponsored rides that vary in color markings, and is not a problem for color blind folks.

### *Hazards*

Identified Hazards should preferably be marked with orange paint. If not available, use the color of the route markings as it is better to mark it like that than not at all.

## **Route Road Signs – See Appendix A**

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Springbike has 29 informational/directional signs that may be used in conjunction with road markings.

## **Marking Consistency**

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Teams are encouraged to use consistent sizes and patterns. A stencil is an option.

## **Size/Visibility**

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See Figure h, in Appendix B for example road markings.

## **Placement**

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### **Placement on pavement**

The two best locations on the pavement to place the markings are 1) just to the left of the white line on the right side of the road or 2) in the center of the lane. Both locations avoid the greatest amount of traffic. Be consistent; use one or the other, but not both. (see figures a-g, in Appendix).

### **Distance between**

When the route proceeds without a turn, a straight ahead, confirmation marking should be placed occasionally, preferably approaching an intersection, as the distance between turns dictates, to assure riders and support personnel that they are on the correct route. There should never be more than 2 miles between markings.

## Intersections

### *When proceeding straight (see figure b, in Appendix B)*

At intersections where the route proceeds straight, a single confirmation straight marking may be placed. If visibility is limited and it is dangerous to proceed without stopping, place the marking where it will be seen when stopped. If the intersection does not require a stop, place the marking well in advance of the intersection such that all attention can be directed to the intersection and not be diverted wondering what direction to take. Where there may be confusion, straight-ahead signs may be placed at the discretion of the marking crew.

### *When turning (see figures f and g, in Appendix B)*

At intersections where the route turns for any reason (including the signed highway turning), turn arrows shall be placed:

1. at approximately 1/4 mile with no additional roads between the mark and the turn;
2. at approximately 200-300 feet before the beginning of the intersection;
3. at/near the beginning of the intersection
4. in cases of a complex or large intersection, additional turn arrows may be marked within the intersection.
5. in cases of increased speed approaching a turn downhill, additional markings and/or greater lead time may be placed.

Whenever possible, turn signs shall be placed at the intersection. The location should be where riders and support personnel will have the best view of the sign.

### *When turning left at a stop street or traffic light controlled intersection with a left-turn lane (see figure c, in Appendix B)*

At a stop street or traffic light where the route turns left from a left-turn lane, turn arrows shall be placed:

1. at approximately 1/4 mile with no additional roads between the mark and the turn;
2. in the right lane at approximately 200-300 feet before the intersection
3. in the right lane approaching the left-turn lane
4. in the left-turn lane approximately 10 feet before the intersection

### *When turning in any direction from a stop street or traffic-light controlled intersection without a left-turn lane (see figures d and e, in Appendix B)*

At a stop street or traffic light without a left-turn lane, turn arrows shall be placed at approximately 10 feet before the intersection

### *Confirmation arrows (see figures c through g, in Appendix B)*

After all turns, confirmation arrows shall be placed approximately 25-50 feet from the intersection

## Route Splits

Riders should know well before any split which distance they are attempting. Markings need to be clear and concise such that no rider ends up on the wrong route. When using the various distances added as a number, there will be two markings instead of one, keeping the same approach parameters as above and with a slight separation between the two distances. The confirmation marking as well as the next one or two markings should include the number, after which the numbers can be dropped.

## Rest Stops

If the route continues straight past a Rest Stop (RS), a confirmation straight marking may be placed prior to the RS as well as adding an RS to the route marking with either a left or right arrow indicating which side of the road it is on, or if there is a turn involved to get to the Rest Stop. This allows riders to safely position themselves on the road to either turn or continue.

## Hazards

### *Gravel/Potholes*

Marking road hazards such as gravel and potholes with orange paint is encouraged; warning on the route in advance and around the general location of the gravel if feasible (see Route Preparation, below). Any “hole” deemed large enough to catch a wheel should be marked. Severe holes or hazards should be further marked with a long orange line ending at the hole, and warnings be applied to the pavement approximately 100 feet prior to the gravel or hole

### *Other Safety Reminders*

While marking crews have the discretion to apply any pertinent safety reminders along the route, when entire road surfaces are gravel covered or multiple potholes exist such that marking them all is not feasible, or visibility is limited at an intersection, a notation should be made as to where on the route it is such that one of the *Hazard Ahead* signs or *Dangerous Intersection* signs (see Appendix A) may be placed by SAG or Rest Stop personnel the day of the ride. All railroad crossings are already marked with signage and should be considered a hazard with no additional need to mark further.

## **“Old,” “Foreign,” or Other Markings**

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Marking crews should carefully watch for any other pavement markings from any source that could confuse a rider or support person. This is especially true whenever a Springbike route has been changed and old markings may cause riders to be unsure as what is the current ride direction. In these cases, old markings should be covered over, preferably covering with the new marking. If the old is visible enough and may show through under the new, creating confusion – the old shall be marked over with grey and a new marking placed.

## ***Route Preparation***

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### **Gravel**

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Marking crews should attempt to remove gravel from the course where practical and time permits. Methods can include sweeping with brooms or using a gas-powered blower.

### **Hazards**

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Marking crews should attempt to eliminate physical hazards from the course where practical and time permits.

## Sign Usage Agreement – Appendix A

Springbike Bicycle Club has 29 signs available for use during organized rides with approval of Springbike's Board of Directors and under the following terms:

- 1) A deposit check in the amount of \$500.00 must be provided from the Organization wishing to use the signs, payable to Springbike. Upon return of all signs, in good shape, said check will be returned. Failure to do so will result in the deposit check being deposited and the monies used to replace the signs. Any balance after signs have been replaced will be refunded.
- 2) A separate check, or cash in the amount of \$20, payable to Springbike as sign rental.
- 3) Arrangements must be made, in advance, with the Springbike Ride Coordinator, or designee, to pick up and return the signs. Signs must be returned within one week of the event unless other arrangements are indicated below.
- 4) It is assumed that all 29 signs were picked up, unless marked through below.
- 5) Each sign includes a directional arrow.





Deposit check # \_\_\_\_\_

Rental check # \_\_\_\_\_

Date of Event \_\_\_\_\_

Date signs to be returned \_\_\_\_\_

Organization \_\_\_\_\_

By: \_\_\_\_\_  
Name Printed

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

Upon return, one of the following shall be filled out by a Springbike representative.

All signs returned, in good shape, deposit check returned.

\_\_\_\_\_  
Name Printed

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Signs returned, not in good shape (sign #'s \_\_\_\_\_) Deposit check kept.

\_\_\_\_\_  
Name Printed

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Signs missing (sign #'s \_\_\_\_\_) Deposit check kept.

\_\_\_\_\_  
Name Printed

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



## Recommendations for Sign Usage and Placement

An attempt has been made to have the directional arrows that come with each sign reversed (not visible from the front) when they are picked up. When placing, you must make the effort to turn it over and point it in the right direction for either a right or left turn. Leaving it not showing is fine for informational/confirmation use only.

Rest Stop signs are intended to be placed in advance of the Rest Stop, approximately  $\frac{1}{4}$  mile, not at the Rest Stop, with the directional arrow indicating which side of the road the stop is on. This allows cyclists to position themselves on the roadway to be able to turn into the rest stop or continue on without hindering other riders.

Dangerous Intersection Signs are just that. They should be placed approaching intersections with limited visibility and/or high traffic volume that has the right-of-way.

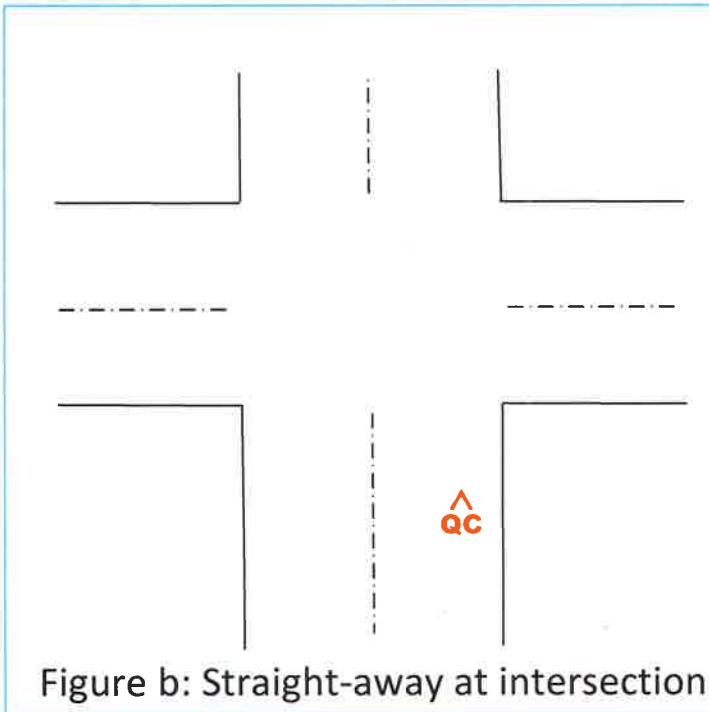
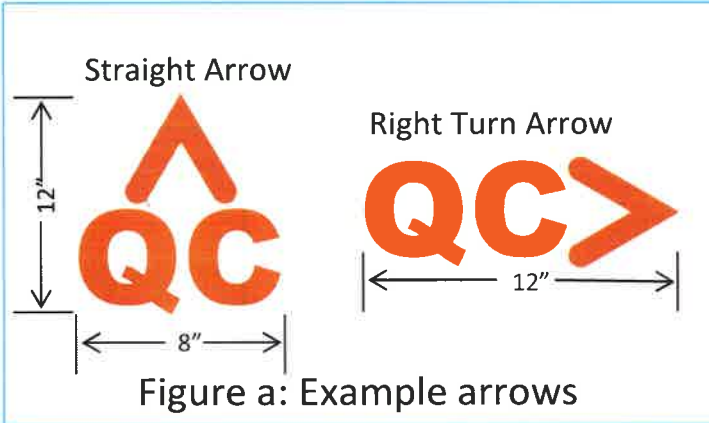
The remaining signs are designed to both educate the cyclists as to cycling etiquette as well as to serve as additional route guidance (turns). For convenience they should probably be placed at turns either approaching Rest Stops or leaving them, making it easy for Rest Stop workers to place them before the cyclists get there as well as picking them up to return them after the last cyclist is through.

All of the signs help alert motorists that there is a cycling event that day and to expect cyclists on the road.

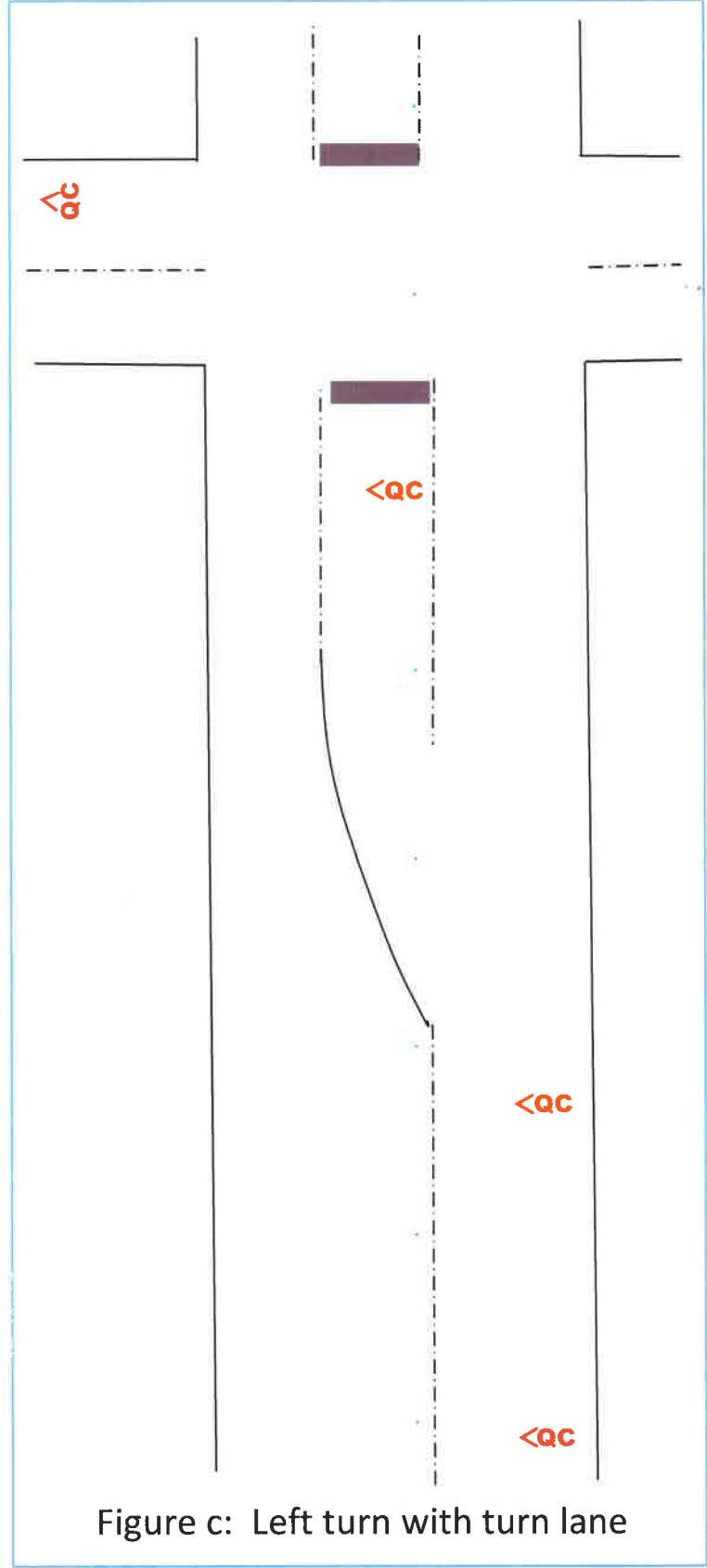
**Please do not pull up on the yellow sign itself to remove it from the ground. Grab the metal stand itself.**

# APPENDIX B

## SPRINGBIKE ROUTE MARKING



- Notes:**
1. All marks should be within a one square foot imprint.
  2. All marks should be drawn as close to the event date as possible.
  3. All marks should be drawn with inverted, utility spray paint (no chalk).
  4. Marks should be just to the left of the right edge of the pavement (white line) OR in the center of the lane.
  5. Intersection markings vary depending on the right of way and visibility.
  6. First markings should be drawn approximately ¼ mile from turn with no intervening road. The next marking shall be within 200-300' of the intersection with a final at the intersection. Additional marks may be drawn on straight-away descents.
  7. Confirmation arrows should be drawn after all turns.
  8. Periodic confirmation arrows should be drawn on long, straight segments of the route



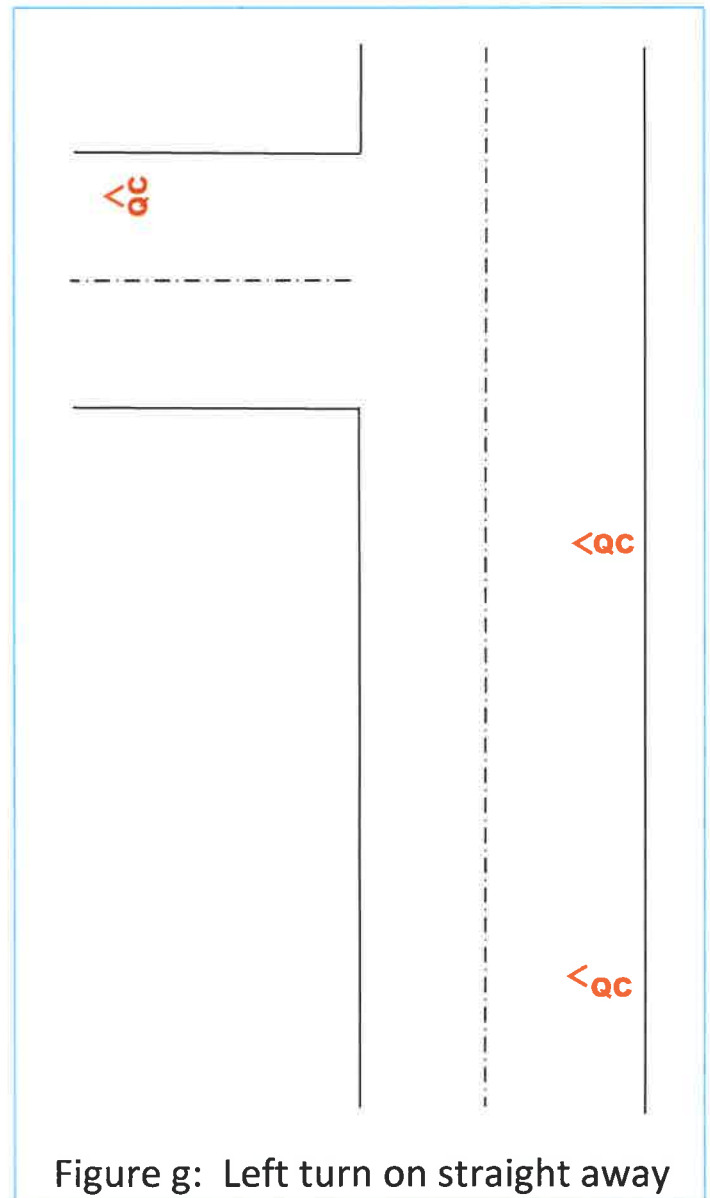
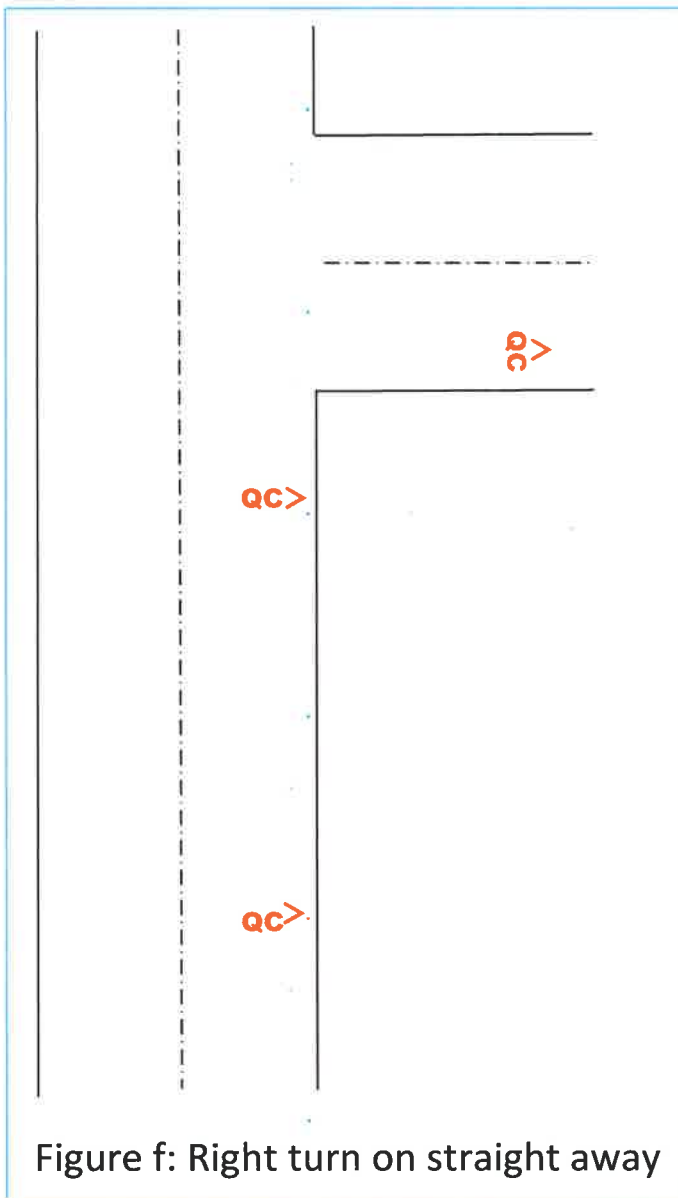
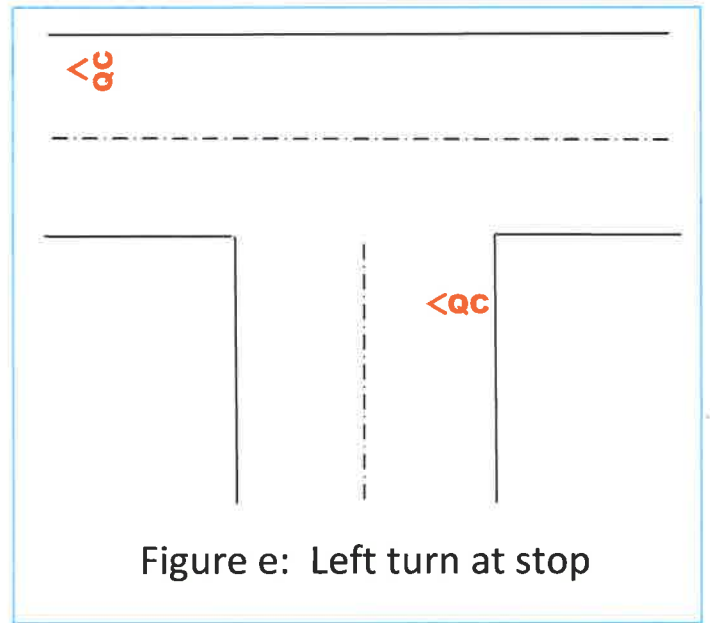
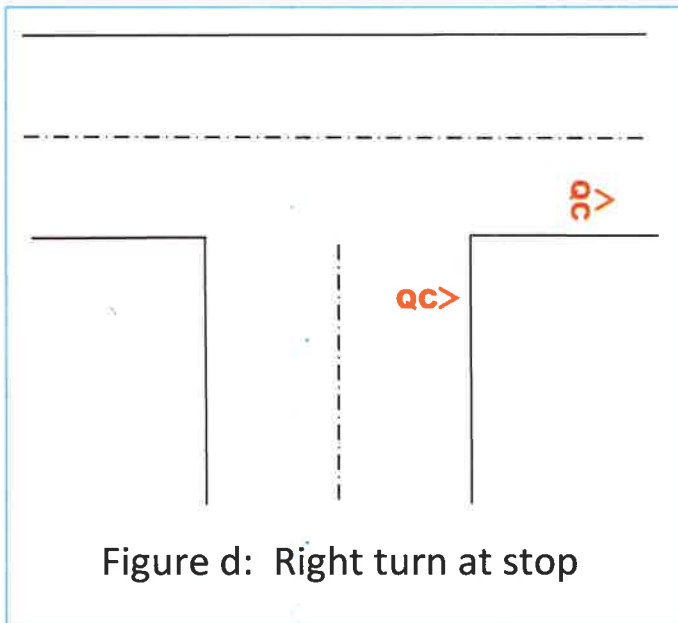


Figure h: Example of  
appropriately sized road  
marking  
**(no larger than 12" x 12")**

