



Bay Farm School

Bike Lane Set up and Removal Instructions



Setup

- **Set up:** You should find the correct number of cones under the signs. Place them on the designated green spots in the buffer. Leave the signs where they are.
- **Clean up:** You should find the cones on the green spots on the street. Stack them and put them back under the designated signs. See the map on page 3 for locations + cone numbers.
- **Damage + Theft:** There should always be 20 cones. Please count them and inform Maria Piper (mbtomori@gmail.com) and safety@bayfarmptsa.org about missing/damaged supplies.
- **Rain:** We set up cones rain or shine. It's not ok for people to park in bike lanes at any time, and it's important to help those who do bike avoid having to navigate bike lane blockages when visibility is hampered and roads are slippery.



Bay Farm School

Bike Lane Set up and Removal Instructions

Cone and Sign Location

Please see the map below for cone and sign locations.

- We set up 20 cones + 5 signs (The rest are saved in the event of damage).
- Place the signs on the pine needle/grass area on the side of the street, angle them, (and straighten the brace to prevent falls)
- Place the cones over the green dots (image below) in the bike lane buffer:
 - **Southbound on Aughinbaugh**
 - 4 cones + 1 sign on the approach to Sheffield Way
 - 5 cones + 1 sign between Sheffield Way and Bay Farm School loop entrance
 - **Northbound on Aughinbaugh**
 - 7 cones + 2 signs after the emergency/maintenance parking
 - 4 cones + 1 sign prior to the emergency/maintenance parking

	TIME	Special Instructions
Set up	before 7:45 AM	TUESDAYS: Please put out signs after 11:00 AM or Street Sweeping is complete.
Removal	between 3:00-5:00 PM	WEDNESDAYS: removal can be done after dismissal is over starting at 12:20 PM.
Cancellation	If you need to withdraw from a shift, please remove yourself from the Konstella sign up and send a message in the Konstella Bike Lane cone group If canceling within 24 hours, please text Maria at (919) 909-2584.	

