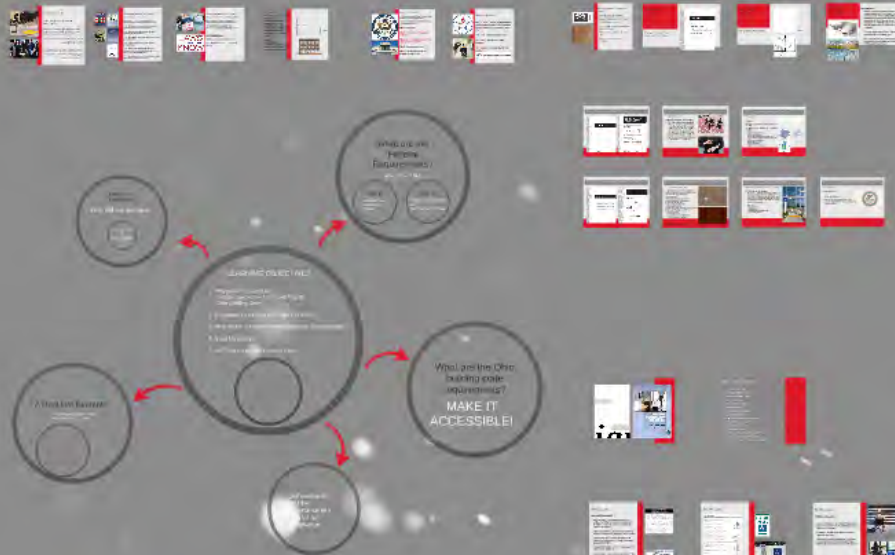


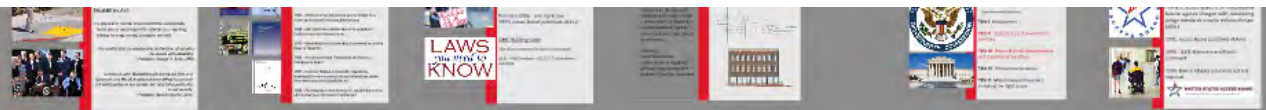
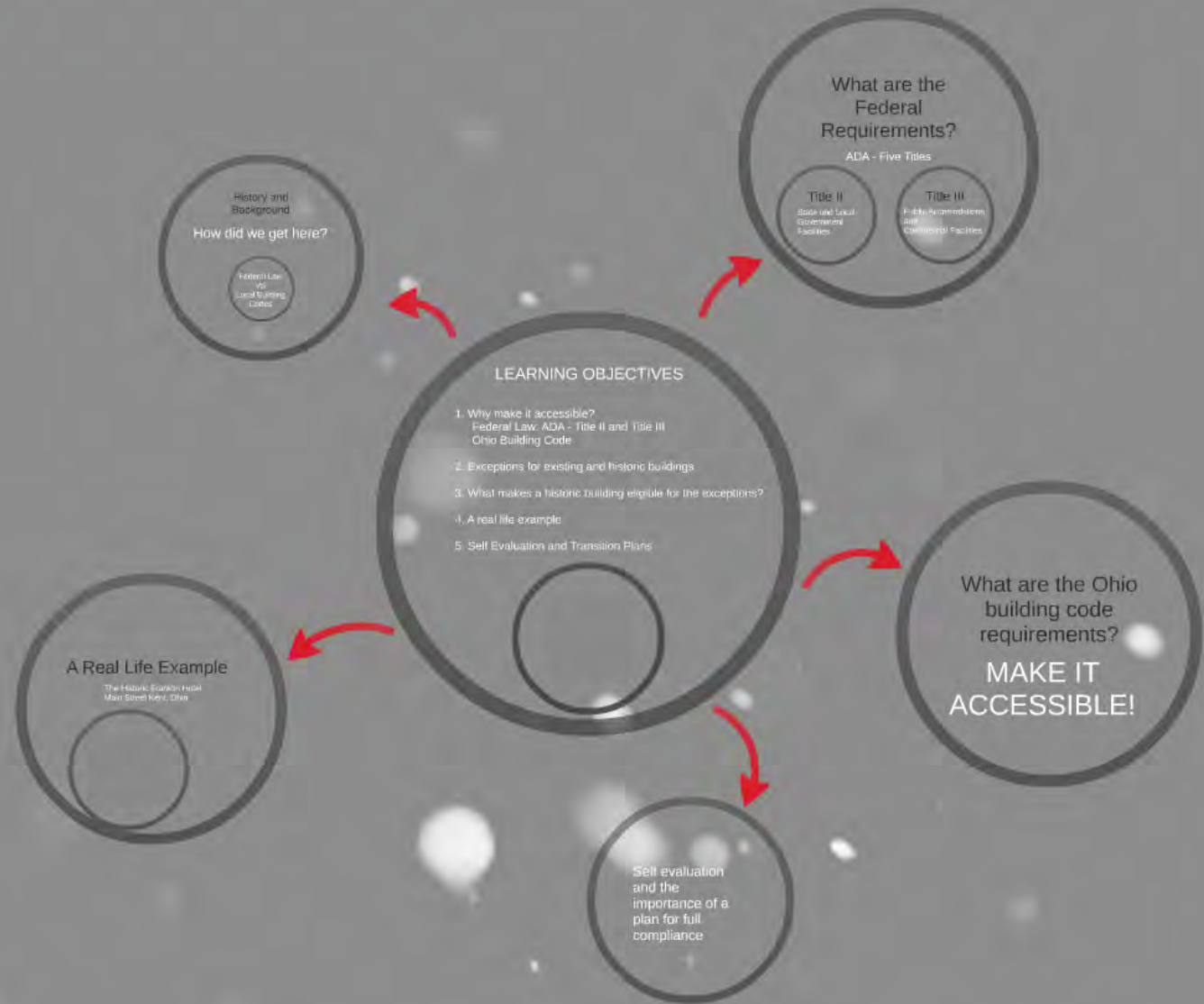


What do you mean my building is breaking the law?





What do you mean my building is breaking the law?






LEARNING OBJECTIVES

1. Why make it accessible?
Federal Law: ADA - Title II and Title III
Ohio Building Code
2. Exceptions for existing and historic buildings
3. What makes a historic building eligible for the exceptions?
4. A real life example
5. Self Evaluation and Transition Plans





History and
Background

How did we get here?

Federal Law
VS
Local Building
Codes



What is Disability?

As Defined by the Americans with Disabilities Act:

- A physical or mental impairment that substantially limits one or more major life activities (i.e. working, talking, hearing, seeing, caring for oneself).

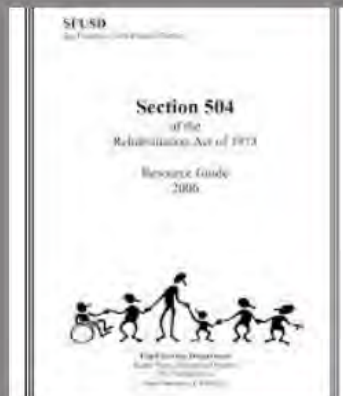
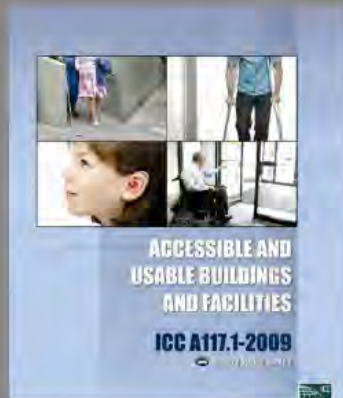
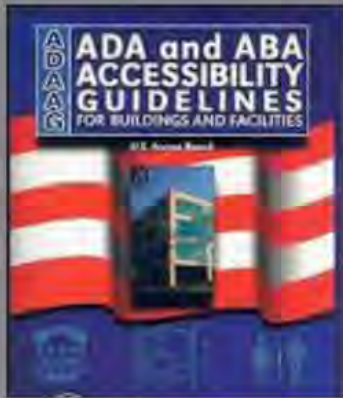
*The world's first comprehensive declaration of equality
for people with disability.*

-President George H. Bush, 1990



*Americans with Disabilities are Americans first and
foremost, and like all Americans are entitled to not only
full participation in our society, but also full opportunity
in our society.*

-President Barack Obama, 2010



History of Accessible Design Guidelines in the US

OTHER GUIDELINES BEFORE THE ADA:

1961 - ANSI becomes the private sector model for a technical standard for accessible features

1968 - ABA (Architectural Barriers Act) applied to facilities built with federal funds

1973 - Rehabilitation Act prohibits discrimination on the basis of disability

1982 - Architectural and Transportation Barriers Compliance Board

1984 - Uniform Federal Accessibility Standards, standards for new construction and alterations under the Americans with Disabilities Act

1988 - Fair Housing Amendments Act establishes a strict administrative enforcement mechanism



History of Accessible Design Guidelines in the US and Ohio

The Americans with Disabilities Act

Passed in 1990 - civil rights law

1991: Access Board published ADAAG

OHIO Building Code

ADAAG as a reference for technical standards

2010 - ANSI Standards - ICC A117.1 for technical standards

LAWS
you need to
KNOW

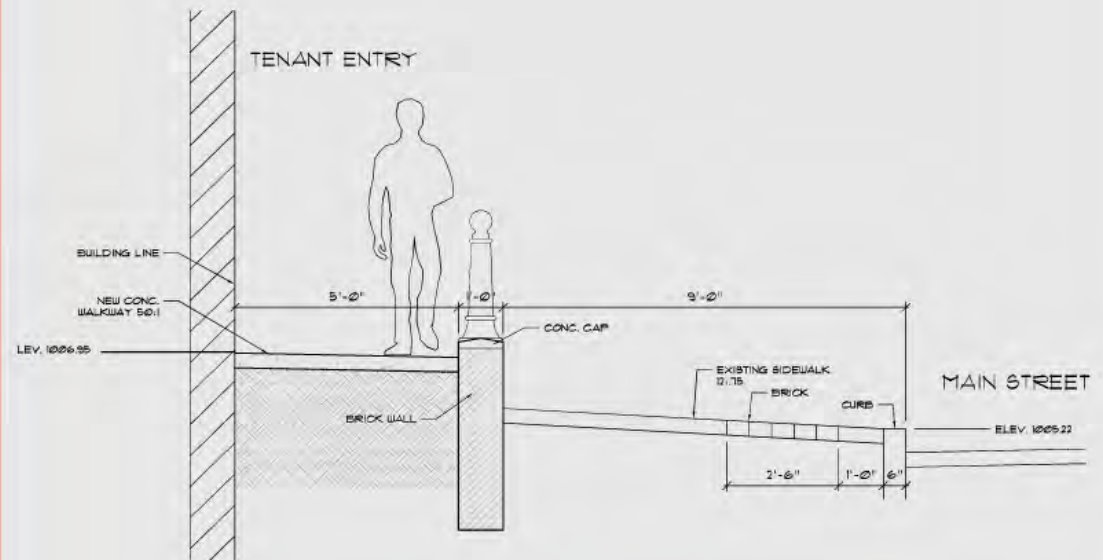
Scoping and Technical Requirements

Technical:

Provides the information required to design and build facilities that enable a person with a disability to independently get to, enter and use a site, facility or element

Scoping:

Describes where accessibility is required or how many accessible features must be provided.



LEARNING OBJECTIVES

1. Why make it accessible?
Federal Law: ADA - Title II and Title III
Ohio Building Code
2. Exceptions for existing and historic buildings
3. What makes a historic building eligible for the exceptions?
4. A real life example
5. Self Evaluation and Transition Plans

What are the Federal Requirements?

ADA - Five Titles

Title II

State and Local
Government
Facilities

Title III

Public Accommodations
and
Commercial Facilities





What is the ADA?

A comprehensive federal civil rights law that prohibits discrimination on the basis of disability

- Code of Federal Regulations (CFR) Five Titles create the enforceable standards

Title I: Employment

Title II : State and Local Government Facilities

Title III: Places of Public Accommodation and Commercial Facilities

Title IV: Telecommunications

Title V: Miscellaneous Provisions, including the right to sue

Title II - State and Local Government Facilities

Program Access:

Subpart D - Program Accessibility

§ 35.149 Discrimination Prohibited

Except as otherwise provided in §35.150 no qualified individual with a disability shall, because a public entity's facilities are inaccessible to or unusable by individuals with disabilities be excluded from participation in, or be denied the benefits of the services, programs or activities of a public entity, or be subjected to discrimination by any public entity.



Title II - State and Local Government Facilities

Enforcement

- Private Suits
- Investigations by an agency with jurisdiction due to a complaint
- Compliance Review by a Federal Agency with Title II jurisdiction:

Department of Agriculture
Department of Education
Department of Health and Human Services
Department of Housing and Urban Development
Department of the Interior
Department of Justice
Department of Labor
Department of Transportation



What are the Federal Requirements?

ADA - Five Titles

Title II

State and Local
Government
Facilities

Title III

Public Accommodations
and
Commercial Facilities



Title III - Public Accommodation and Commercial Facilities

Public Accommodations:

A place of public accommodation is a facility whose operations affect commerce and fall within at least one of the following 12 categories:

1. Places of lodging
2. Establishments serving food or drink
3. Places of exhibition or entertainment
4. Places of public gathering
5. Sales or rental establishments
6. Service establishments
7. Public transportation terminals, depots, or stations
8. Places of public display or collection
9. Places of recreation
10. Places of education
11. Social service center establishments
12. Places of exercise or recreation



Commercial Facilities

Title III - Public Accommodation and Commercial Facilities

Readily Achievable Barrier Removal :

§ 36.304 Removal of Barriers

(a) *General.* A public accommodation shall remove architectural barriers in existing facilities, including communication barriers that are structural in nature, where such removal is readily achievable, i.e., easily accomplishable and able to be carried out without much difficulty or expense.

Examples:

- installing ramps
- widening doors
- installing grab bars in toilet stalls
- repositioning shelves



Title III - Public Accommodation and Commercial Facilities

Enforcement

Department of Justice

1. Private suits in civil courts
2. Investigations and Compliance reviews by the Attorney General followed by a lawsuit or alternative voluntary resolutions



What are the Federal Requirements?

ADA - Five Titles

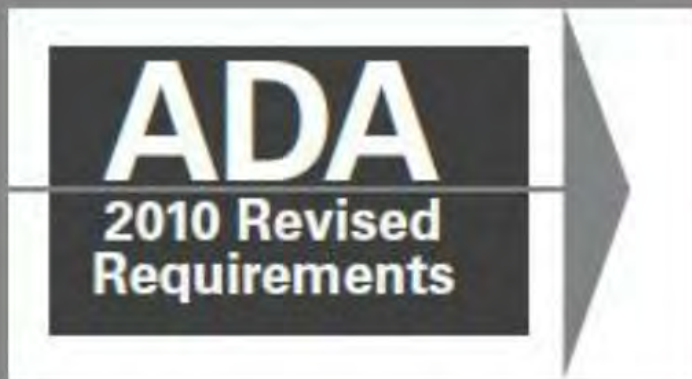
Title II

State and Local
Government
Facilities

Title III

Public Accommodations
and
Commercial Facilities





2010 Standards for Accessible Design

September 2010 - The Final Rule amended the CFR, creating new standards for Title II and Title III entities and adopts the 2004 revisions to ADAAG.

- Changes apply to NEW CONSTRUCTION AND ALTERATIONS
- 1991 Standards applied until March 2012
- 2010 Standards must be used after March 2012

What's New? The Details

Changes in the Technical Requirements for Design



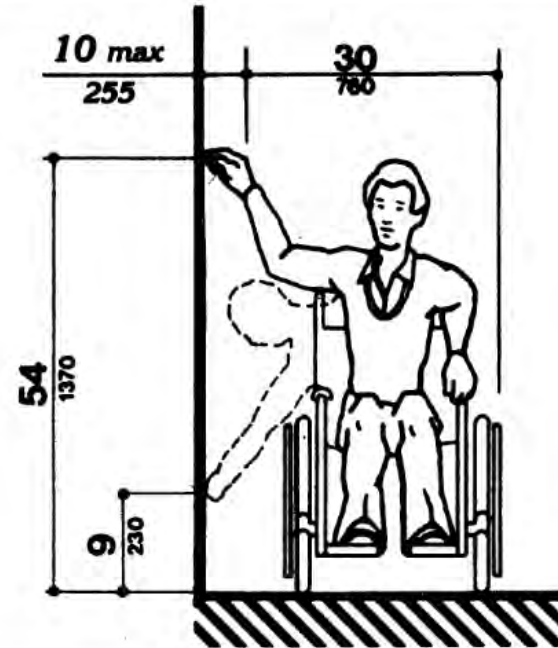
Contents	
1	Introduction.....1
2	2010 Standards for State and Local Government Facilities: Title II.....3
3	2010 Standards for Public Accommodations and Commercial Facilities: Title III.....15
4	2010 Standards for Titles II and III Facilities: 2004 ADAAG.....31

Department of Justice ii

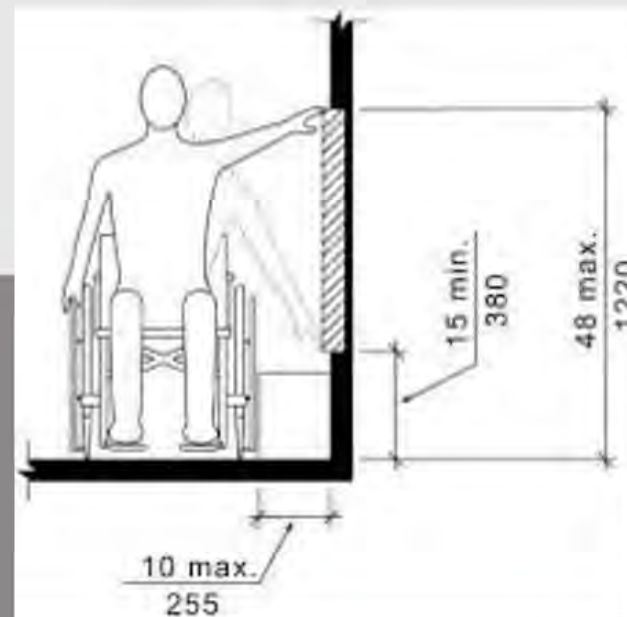
What's New?

The Details

Section 308.3: Reach Ranges



1991



2010

What's New?

The Big Picture



Safe Harbour:

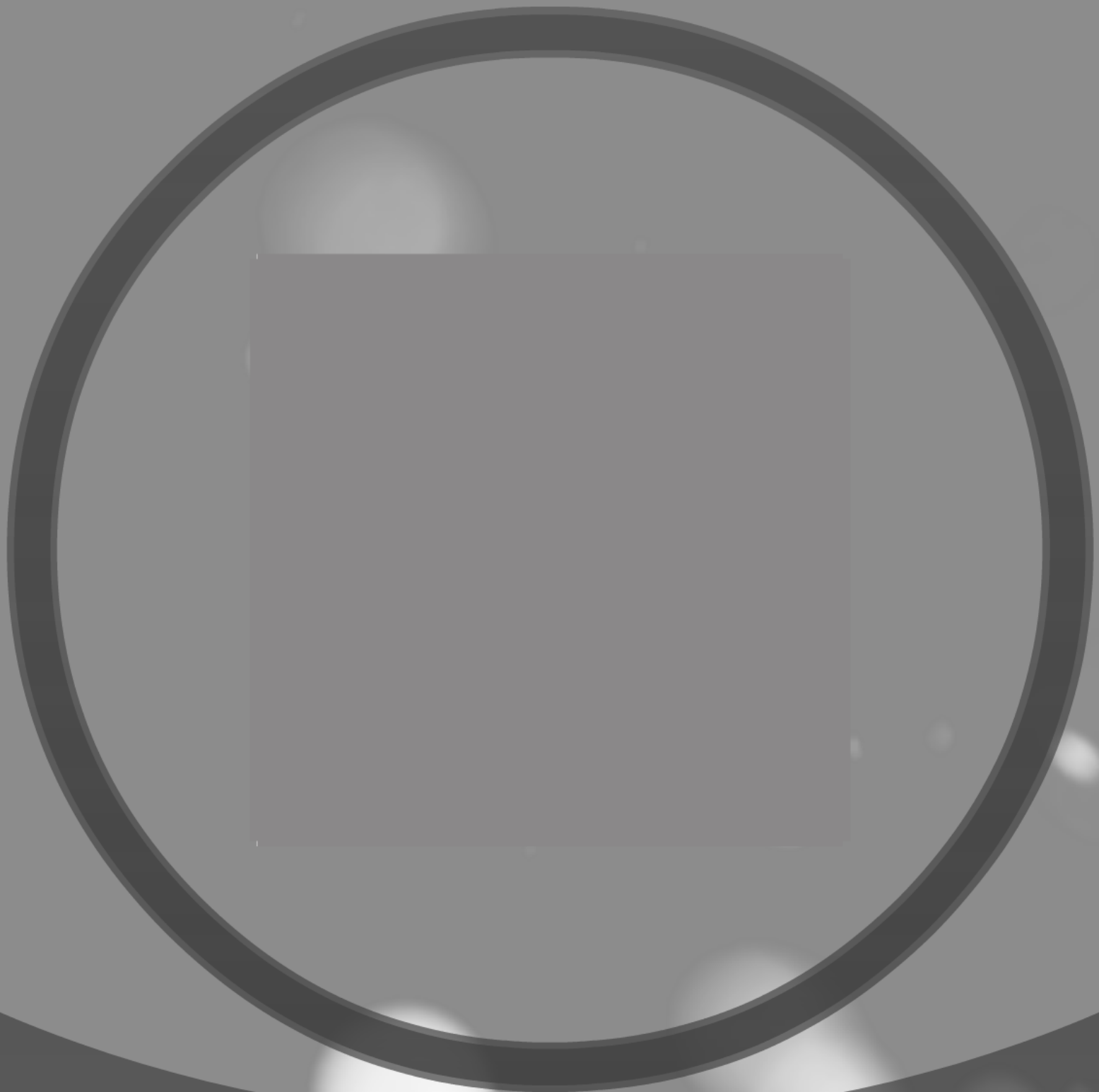
“Elements that have not been altered in existing facilities on or after March 15, 2012, and that comply with the corresponding technical and scoping specifications for those elements in the 1991 Standards are not required to be modified in order to comply with the requirements set forth in the 2010 Standards.”


*Does not apply to elements that were not previously subject to requirements.

some examples: play areas, swimming pools, golf facilities, exercise equipment, shooting facilities and firing positions

LEARNING OBJECTIVES

1. Why make it accessible?
Federal Law: ADA - Title II and Title III
Ohio Building Code
2. Exceptions for existing and historic buildings
3. What makes a historic building eligible for the exceptions?
4. A real life example
5. Self Evaluation and Transition Plans





What are the Ohio
building code
requirements?

**MAKE IT
ACCESSIBLE!**

CHAPTER 11 ACCESSIBILITY

SECTION 1101 GENERAL

1101.1 Scope. The provisions of this chapter shall control the design and construction of facilities for accessibility for individuals with disabilities.

1101.2 Design. Buildings and facilities shall be designed and constructed to be accessible in accordance with this code and ICC A117.1 as amended in Section 1112 of this chapter. Any reference to ICC A117.1 throughout this code shall be applied with the amendments indicated in Section 1112 of this chapter.

SECTION 1102 DEFINITIONS

1102.1 Definitions. The following terms shall, for the purposes of this chapter and as used elsewhere in the code, have the meanings shown herein:

ACCESSIBLE. A site, building, facility or portion thereof that complies with this chapter.

ACCESSIBLE ROUTE. A continuous, unobstructed path that complies with this chapter.

ACCESSIBLE UNIT. A dwelling unit or sleeping unit that complies with this code and the provisions for Accessible units in ICC A117.1.

CIRCULATION PATH. An exterior or interior way of passage from one place to another for pedestrians.

COMMON USE. Interior or exterior circulation paths, rooms, spaces or elements that are not for public use and are made available for the shared use of two or more people.

DETECTABLE WARNING. A standardized surface feature built in or applied to walking surfaces or other elements to warn visually impaired persons of hazards on a circulation path.

DWELLING UNIT OR SLEEPING UNIT, MULTISTORY. See definition for "Multistory unit."

DWELLING UNIT OR SLEEPING UNIT, TYPE A. See definition for "Type A unit."

DWELLING UNIT OR SLEEPING UNIT, TYPE B. See definition for "Type B unit."

EMPLOYEE WORK AREA. All or any portion of a space used only by employees and only for work. Corridors, toilet rooms, kitchenettes and break rooms are not employee work areas.

FACILITY. All or any portion of buildings, structures, site improvements, elements and pedestrian or vehicular routes located on a site.

INTENDED TO BE OCCUPIED AS A RESIDENCE. This refers to a dwelling unit or sleeping unit that can or will be used all or part of the time as the occupant's place of abode.

MULTILEVEL ASSEMBLY SEATING. Seating that is arranged in distinct levels where each level is comprised of either multiple rows, or a single row of box seats accessed from a separate level.

MULTISTORY UNIT. A dwelling unit or sleeping unit with habitable space located on more than one story.

PLAY AREA. A portion of a site containing play components designed and constructed for children.

PUBLIC ENTRANCE. An entrance that is not a service entrance or a restricted entrance.

PUBLIC-USE AREAS. Interior or exterior rooms or spaces that are made available to the general public.

RESTRICTED ENTRANCE. An entrance that is made available for common use on a controlled basis, but not public use, and that is not a service entrance.

SELF-SERVICE STORAGE FACILITY. Real property designed and used for the purpose of renting or leasing individual storage spaces to customers for the purpose of storing and removing personal property on a self-service basis.

SERVICE ENTRANCE. An entrance intended primarily for delivery of goods or services.

SITE. A parcel of land bounded by a lot line or a designated portion of a public right-of-way.

TYPE A UNIT. A dwelling unit or sleeping unit designed and constructed for accessibility in accordance with this code and the provisions for Type A units in ICC A117.1.

TYPE B UNIT. A dwelling unit or sleeping unit designed and constructed for accessibility in accordance with this code and the provisions for Type B units in ICC A117.1, which complies with the design and construction requirements of the federal Fair Housing Act.

WHEELCHAIR SPACE. A space for a single wheelchair and its occupant.

SECTION 1103 SCOPING REQUIREMENTS

1103.1 Where required. Sites, buildings, structures, facilities, elements and spaces, temporary or permanent, shall be accessible to persons with physical disabilities.

1103.2 General exceptions. Sites, buildings, structures, facilities, elements and spaces shall be exempt from this chapter to the extent specified in this section.

1103.2.1 Specific requirements. Accessibility is not required in buildings and facilities, or portions thereof, to the extent permitted by Sections 1104 through 1110.



ACCESSIBLE AND USABLE BUILDINGS AND FACILITIES

ICC A117.1-2009

American National Standard



SECTION 1101 GENERAL

1101.1 Scope. *The provisions of this chapter shall control the design and construction of facilities for accessibility for individuals with disabilities.*

1101.2 Design. *Buildings and facilities shall be designed and constructed to be accessible in accordance with this code and ICC A117.1 as amended in Section 1112 of this chapter. Any references to ICC A 117.1 throughout this code shall be applied with the amendments indicated in Section 1112 of this chapter.*

SECTION 1102 DEFINITIONS

1102.1 Definitions. The following terms shall, for the purposes of this chapter and as used elsewhere in the code, have the meanings shown herein:

the provisions for Type B units in ICC A117.1, which complies with the design and construction requirements of the federal Fair Housing Act.

WHEELCHAIR SPACE. A space for a single wheelchair and its occupant.

SECTION 1103

SCOPING REQUIREMENTS

1103.1 Where required. Sites, buildings, structures, facilities, elements and spaces, temporary or permanent, shall be accessible to persons with physical disabilities.

1103.2 General exceptions. Sites, buildings, structures, facilities, elements and spaces shall be exempt from this chapter to the extent specified in this section.

1103.2.1 Specific requirements. Accessibility is not required in buildings and facilities, or portions thereof, to

CHAPTER 11 ACCESSIBILITY

SECTION 1101 GENERAL

1101.1 Scope. The provisions of this chapter shall control the design and construction of facilities for accessibility for individuals with disabilities.

1101.2 Design. Buildings and facilities shall be designed and constructed to be accessible in accordance with this code and ICC A117.1 as amended in Section 1112 of this chapter. Any reference to ICC A 117.1 throughout this code shall be applied with the amendments indicated in Section 1112 of this chapter.

SECTION 1102 DEFINITIONS

1102.1 Definitions. The following terms shall, for the purposes of this chapter and as used elsewhere in the code, have the meanings shown herein:

ACCESSIBLE. A site, building, facility or portion thereof that complies with this chapter.

ACCESSIBLE ROUTE. A continuous, unobstructed path that complies with this chapter.

ACCESSIBLE UNIT. A dwelling unit or sleeping unit that complies with this code and the provisions for Accessible units in ICC A117.1.

CIRCULATION PATH. An exterior or interior way of passage from one place to another for pedestrians.

COMMON USE. Interior or exterior circulation paths, rooms, spaces or elements that are not for public use and are made available for the shared use of two or more people.

DETECTABLE WARNING. A standardized surface feature built in or applied to walking surfaces or other elements to warn visually impaired persons of hazards on a circulation path.

DWELLING UNIT OR SLEEPING UNIT, MULTISTORY. See definition for "Multistory unit."

DWELLING UNIT OR SLEEPING UNIT, TYPE A. See definition for "Type A unit."

DWELLING UNIT OR SLEEPING UNIT, TYPE B. See definition for "Type B unit."

EMPLOYEE WORK AREA. All or any portion of a space used only by employees and only for work. Corridors, toilet rooms, kitchenettes and break rooms are not employee work areas.

FACILITY. All or any portion of buildings, structures, site improvements, elements and pedestrian or vehicular routes located on a site.

INTENDED TO BE OCCUPIED AS A RESIDENCE. This refers to a dwelling unit or sleeping unit that can or will be used all or part of the time as the occupant's place of abode.

MULTILEVEL ASSEMBLY SEATING. Seating that is arranged in distinct levels where each level is comprised of either multiple rows, or a single row of box seats accessed from a separate level.

MULTISTORY UNIT. A dwelling unit or sleeping unit with habitable space located on more than one story.

PLAY AREA. A portion of a site containing play components designed and constructed for children.

PUBLIC ENTRANCE. An entrance that is not a service entrance or a restricted entrance.

PUBLIC-USE AREAS. Interior or exterior rooms or spaces that are made available to the general public.

RESTRICTED ENTRANCE. An entrance that is made available for common use on a controlled basis, but not public use, and that is not a service entrance.

SELF-SERVICE STORAGE FACILITY. Real property designed and used for the purpose of renting or leasing individual storage spaces to customers for the purpose of storing and removing personal property on a self-service basis.

SERVICE ENTRANCE. An entrance intended primarily for delivery of goods or services.

SITE. A parcel of land bounded by a lot line or a designated portion of a public right-of-way.

TYPE A UNIT. A dwelling unit or sleeping unit designed and constructed for accessibility in accordance with this code and the provisions for Type A units in ICC A117.1.

TYPE B UNIT. A dwelling unit or sleeping unit designed and constructed for accessibility in accordance with this code and the provisions for Type B units in ICC A117.1, which complies with the design and construction requirements of the federal Fair Housing Act.

WHEELCHAIR SPACE. A space for a single wheelchair and its occupant.

SECTION 1103 SCOPING REQUIREMENTS

1103.1 Where required. Sites, buildings, structures, facilities, elements and spaces, temporary or permanent, shall be accessible to persons with physical disabilities.

1103.2 General exceptions. Sites, buildings, structures, facilities, elements and spaces shall be exempt from this chapter to the extent specified in this section.

1103.2.1 Specific requirements. Accessibility is not required in buildings and facilities, or portions thereof, to the extent permitted by Sections 1104 through 1110.



ACCESSIBLE AND USABLE BUILDINGS AND FACILITIES

ICC A117.1-2009

American National Standard



3409.2 Flood hazard areas. Within flood hazard areas established in accordance with Section 1612.3, where the work proposed constitutes substantial improvement as defined in Section 1612.2, the building shall be brought into compliance with Section 1612.

Exception: Historic buildings that are:

1. Listed or preliminarily determined to be eligible for listing in the National Register of Historic Places;
2. Determined by the Secretary of the U.S. Department of Interior as contributing to the historical significance of a registered historic district or a district preliminarily determined to qualify as an historic district; or
3. Designated as historic under a state or local historic preservation program that is approved by the Department of Interior.

SECTION 3410 MOVED STRUCTURES

3410.1 Conformance. Structures moved shall be safe and sanitary and any repair, alteration, or change in occupancy shall comply with the provisions of this code for new structures. Field work, building location, foundations and foundation connections, wind loads, seismic loads, snow loads, and flood loads, shall comply with the requirements of this code.

The building official shall be authorized to inspect, or require inspection at the expense of the owner, the various components of a relocated building to verify that they have not sustained damage. Building service equipment, mechanical, plumbing, and fire protection systems shall be tested to assure that they are in operating condition. Any repairs or alterations required as a result of such inspections shall be approved and completed prior to issuance of the certificate of occupancy.

Buildings previously approved as industrialized units, when moved after first occupancy are to be evaluated for conformance in accordance with this section by the building official in the jurisdiction where the building is intended to be relocated.

SECTION 3411 ACCESSIBILITY FOR EXISTING BUILDINGS

3411.1 Scope. The provisions of Sections 3411.1 through 3411.9 apply to maintenance, change of occupancy, additions and alterations to existing buildings, including those identified as historic buildings.

Exception: Type B dwelling or sleeping units required by Section 1107 of this code are not required to be provided in existing buildings and facilities being altered or undergoing a change of occupancy.

3411.2 Maintenance of facilities. A building, facility or element that is constructed or altered to be accessible shall be maintained accessible during occupancy.

3411.3 Extent of application. An alteration of an existing element, space or area of a building or facility shall not impose a

requirement for greater accessibility than that which would be required for new construction.

Alterations shall not reduce or have the effect of reducing accessibility of a building, portion of a building or facility.

3411.4 Change of occupancy. Existing buildings that undergo a change of group or occupancy shall comply with this section.

3411.4.1 Partial change in occupancy. Where a portion of the building is changed to a new occupancy classification, any alterations shall comply with Sections 3411.6, 3411.7 and 3411.8.

3411.4.2 Complete change of occupancy. Where an entire building undergoes a change of occupancy, it shall comply with Section 3411.4.1 and shall have all of the following accessible features:

1. At least one accessible building entrance.
2. At least one accessible route from an accessible building entrance to primary function areas.
3. Signage complying with Section 1111.
4. Accessible parking, where parking is being provided.
5. At least one accessible passenger loading zone, where loading zones are provided.
6. At least one accessible route connecting accessible parking and accessible passenger loading zones to an accessible entrance.

Where it is technically infeasible to comply with the new construction standards for any of these requirements for a change of group or occupancy, the above items shall conform to the requirements for the construction criteria immediately feasible.

3411.5 Additions. Provisions for new construction shall apply to additions. An addition that affects the accessibility to, or contains an area of, a primary function shall comply with the requirements in Section 3411.7.

3411.6 Alterations. A building, facility or element that is altered shall comply with the applicable provisions in Chapter 11 of this code unless technically infeasible. Where compliance with this section is technically infeasible, the alteration shall provide access to the maximum extent technically feasible.

Exceptions:

1. The altered element or space is not required to be on an accessible route, unless required by Section 3411.7.
2. Accessible means of egress required by Chapter 10 are not required to be provided in existing buildings and facilities.
3. The alteration is Type A individually owned dwelling units within a Group R-2 occupancy shall be permitted to meet the provision for a Type B dwelling unit.

3411.7 Alterations affecting an area containing a primary function. Where an alteration affects the accessibility to, or

3411.7 Alterations affecting an area containing a primary function. Where an alteration affects the accessibility to, or

contains an area of primary function, the route to the primary function area and the amenities serving the area shall be accessible. The accessible route to the primary function area shall include toilet facilities or drinking fountains serving the area of primary function.

Exceptions:

1. The costs of providing the accessible route are not required to exceed 20 percent of the costs of the alterations affecting the area of primary function. The determination of disproportionality and the conditions for applying this exception shall be in accordance with Section 3411.7.1.
2. This provision does not apply to alterations limited solely to windows, hardware, operating controls, electrical outlets and signs.
3. This provision does not apply to alterations limited solely to mechanical systems, electrical systems, installation or alteration of fire protection systems and abatement of hazardous materials.
4. This provision does not apply to alterations undertaken for the primary purpose of increasing the accessibility of an existing building, facility or element.

3411.7.1 Disproportionate costs and alternative compliance. Alterations required to be made to provide an accessible path of travel to the altered area will be deemed disproportionate to the overall alteration when the cost exceeds twenty percent of the cost of the alteration to the primary function area. The determination of disproportionate costs shall be made and applied in accordance with the following:

1. Costs that may be counted as expenditures required to provide an accessible path of travel may include:
 - 1.1. Costs associated with providing an accessible entrance and an accessible route to the altered area, for example, the cost of widening doorways or installing ramps;
 - 1.2. Costs associated with making restrooms accessible, such as installing grab bars, enlarging toilet stalls, insulating pipes, or installing accessible faucet controls;
 - 1.3. Costs associated with providing accessible telephones, such as relocating the telephone to an accessible height, installing amplification devices, or installing a telecommunications device for deaf persons (TDD);
 - 1.4. Costs associated with relocating an inaccessible drinking fountain.
2. Required accessible features in the event of disproportionality.
 - 2.1. When the cost of alterations necessary to make the path of travel to the altered area fully accessible is disproportionate to the cost of the overall alteration, the path of travel shall be made accessible to the extent that it can be made accessible by the most readily achievable means.

2.2. In choosing which accessible elements to provide, priority should be given to those elements that will provide the greatest access, in the following order:

- 2.2.1. An accessible entrance.
- 2.2.2. An accessible route to the altered area.
- 2.2.3. At least one accessible restroom for each sex or a single unisex restroom.
- 2.2.4. Accessible telephones.
- 2.2.5. Accessible drinking fountains.
- 2.2.6. When possible, additional accessible elements such as parking, storage, and alarms.

3. Series of smaller alterations. The obligation to provide an accessible path of travel may not be evaded by performing a series of small alterations to the area served by a single path of travel if those alterations would have been performed as a single undertaking.

3.1. If an area containing a primary function has been altered without providing an accessible path of travel to that area, and subsequent alterations of that area, or a different area on the same path of travel, are undertaken within three years of the original alteration, the total cost of alterations to the primary function or area on the path of travel during the previous three-year period shall be considered to have taken place when the cost of making that path of travel accessible is determined.

3411.8 Scoping for alterations. The provisions of Sections 3411.8.1 through 3411.8.15 shall apply to alterations to existing buildings and facilities.

3411.8.1 Entrances. Accessible entrances shall be provided in accordance with Section 1105.

Exception: Where an alteration includes alterations to an entrance, and the building or facility has an accessible entrance, the altered entrance is not required to be accessible, unless required by Section 3411.7. Signs complying with Section 1111 shall be provided.

3411.8.2 Elevators. Altered elements of existing elevators shall comply with ASME A17.1 and Chapter 11. Such elements shall also be altered in elevators programmed to respond to the same hall call control as the altered elevator.

3411.8.3 Platform lifts. Platform (wheelchair) lifts complying with Chapter 11 and installed in accordance with ASME A18.1 shall be permitted as a component of an accessible route.

3411.8.4 Stairs and escalators in existing buildings. In alterations, change of occupancy or additions where an escalator or stair is added where none existed previously and major structural modifications are necessary for installation, an accessible route shall be provided between the levels served by the escalator or stairs in accordance with Sections 1104.4 and 1104.5.

Buildings previously approved as industrialized units, when moved after first occupancy are to be evaluated for conformance in accordance with this section by the building official in the jurisdiction where the building is intended to be relocated.

SECTION 3411

ACCESSIBILITY FOR EXISTING BUILDINGS

3411.1 Scope. The provisions of Sections 3411.1 through 3411.9 apply to maintenance, change of occupancy, additions and alterations to existing buildings, including those identified as historic buildings.

Exception: Type B dwelling or sleeping units required by Section 1107 of this code are not required to be provided in existing buildings and facilities being altered or undergoing a change of occupancy.

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 of Historic Places;
 the U.S. Department
 the historical signifi-
 strict or a district pre-
 as an historic district;
 state or local historic
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 e for new structures.
 ions and foundation
 snow loads, and flood
 ts of this code.

orized to inspect, or
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 hat they have not sus-
 ipment, mechanical,
 all be tested to assure
 repairs or alterations

3411.4 Change of occupancy. Existing buildings that undergo a change of group or occupancy shall comply with this section.

3411.4.1 Partial change in occupancy. Where a portion of the building is changed to a new occupancy classification, any alterations shall comply with Sections 3411.6, 3411.7 and 3411.8.

3411.4.2 Complete change of occupancy. Where an entire building undergoes a change of occupancy, it shall comply with Section 3411.4.1 and shall have all of the following accessible features:

1. At least one accessible building entrance.
2. At least one accessible route from an accessible building entrance to primary function areas.
3. Signage complying with Section 1111.
4. Accessible parking, where parking is being provided.
5. At least one accessible passenger loading zone, when loading zones are provided.
6. At least one accessible route connecting accessible parking and accessible passenger loading zones to an accessible entrance.

Where it is technically infeasible to comply with the new construction standards for any of these requirements for a change of group or occupancy, the above items shall conform to the requirements to the maximum extent technically feasible.

primary function.

Exceptions:

1. The costs required to provide the alterations and the determination of the feasibility of the alterations for compliance with this section.
2. This provision shall not apply solely to the installation of electrical systems.
3. This provision shall not apply solely to the installation of mechanical and electrical systems.
4. This provision shall not apply solely to the installation of mechanical and electrical systems.

3411.7.1 Disproportionate cost. Alterations required by this section shall not be required if the cost of the alterations exceeds the overall alteration cost of the building. The cost of the alterations shall be determined by the building owner or the building official, and shall be applied in accordance with the following:

1. Costs that exceed the overall alteration cost of the building shall not be required to provide the alterations.

3411.6 Alterations. A building, facility or element that is altered shall comply with the applicable provisions in Chapter 11 of this code unless technically infeasible. Where compliance with this section is technically infeasible, the alteration shall provide access to the maximum extent technically feasible.

Exceptions:

1. The altered element or space is not required to be on an accessible route, unless required by Section 3411.7.
2. Accessible means of egress required by Chapter 10 are not required to be provided in existing buildings and facilities.
3. The alteration to Type A individually owned dwelling units within a Group R-2 occupancy shall *be permitted to* meet the provision for a Type B dwelling unit.

3411.7 Alterations affecting an area containing a primary function. Where an alteration affects the accessibility to, or

contains an area of primary function, the route to the primary function area *and the amenities serving the area* shall be accessible. The accessible route to the primary function area shall include toilet facilities or drinking fountains serving the area of primary function.

Exceptions:

1. The costs of providing the *accessible* route are not required to exceed 20 percent of the costs of the alterations affecting the area of primary function. *The determination of disproportionality and the conditions for applying this exception shall be in accordance with Section 3411.7.1.*
2. This provision does not apply to alterations limited solely to windows, hardware, operating controls, electrical outlets and signs.
3. This provision does not apply to alterations limited solely to mechanical systems, electrical systems, installation or alteration of fire protection systems and abatement of hazardous materials.
4. This provision does not apply to alterations undertaken for the primary purpose of increasing the accessibility of an existing building, facility or element.

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ng, facility or element that is applicable provisions in Chapter ally infeasible. Where compli- cally infeasible, the alteration kimum extent technically feasi-

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e A individually owned dwell- up R-2 occupancy shall be per- rovision for a Type B dwelling

an area containing a primary affects the accessibility to, or

3411.7.1 Disproportionate costs and alternative compliance. Alterations required to be made to provide an accessible path of travel to the altered area will be deemed disproportionate to the overall alteration when the cost exceeds twenty percent of the cost of the alteration to the primary function area. The determination of disproportionate costs shall be made and applied in accordance with the following:

1. Costs that may be counted as expenditures required to provide an accessible path of travel may include:

1.1. Costs associated with providing an accessible entrance and an accessible route to the altered area, for example, the cost of widening doorways or installing ramps;

1.2. Costs associated with making restrooms accessible, such as installing grab bars, enlarging toilet stalls, insulating pipes, or installing accessible faucet controls;

1.3. Costs associated with providing accessible telephones, such as relocating the telephone to an accessible height, installing amplification devices, or installing a telecommunications device for deaf persons (TDD);

1.4. Costs associated with relocating an inaccessible drinking fountain.

2. Required accessible features in the event of disproportionality.

2.1. When the cost of alterations necessary to make the path travel to the altered area fully accessible is disproportionate to the cost of the overall alteration, the path of travel shall be made accessible to the extent that it can be made accessible without incurring disproportionate costs.

path of travel to the alterations of that the same path of three years of the cost of alterations eas on that path of three year period mining whether the travel accessible

3411.8 Scoping for alterations. 3411.8.1 through 3411.8.15 shall ing buildings and facilities.

3411.8.1 Entrances. Accessib provided in accordance with Section

Exception: Where an altera an entrance, and the building entrance, the altered entrance sible, unless required by Sec ing with Section 1111 shall

3411.8.2 Elevators. Altered el shall comply with ASME A17. ments shall also be altered in respond to the same hall call con

3411.8.3 Platform lifts. Platfo plying with Chapter 11 and in ASME A18.1 shall be permit accessible route.

3411.8.4 Stairs and escalator alterations, change of occupa escalator or stair is added whe and major structural modificati lation, an accessible route shall els served by the escalator or Sections 1104.4 and 1104.5.

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deemed disproportionate to
t exceeds twenty percent of
primary function area. The
costs shall be made and
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as expenditures required
th of travel may include:

2.2. *In choosing which accessible elements to provide, priority should be given to those elements that will provide the greatest access, in the following order:*

2.2.1. *An accessible entrance.*

2.2.2. *An accessible route to the altered area.*

2.2.3. *At least one accessible restroom for each sex or a single unisex restroom.*

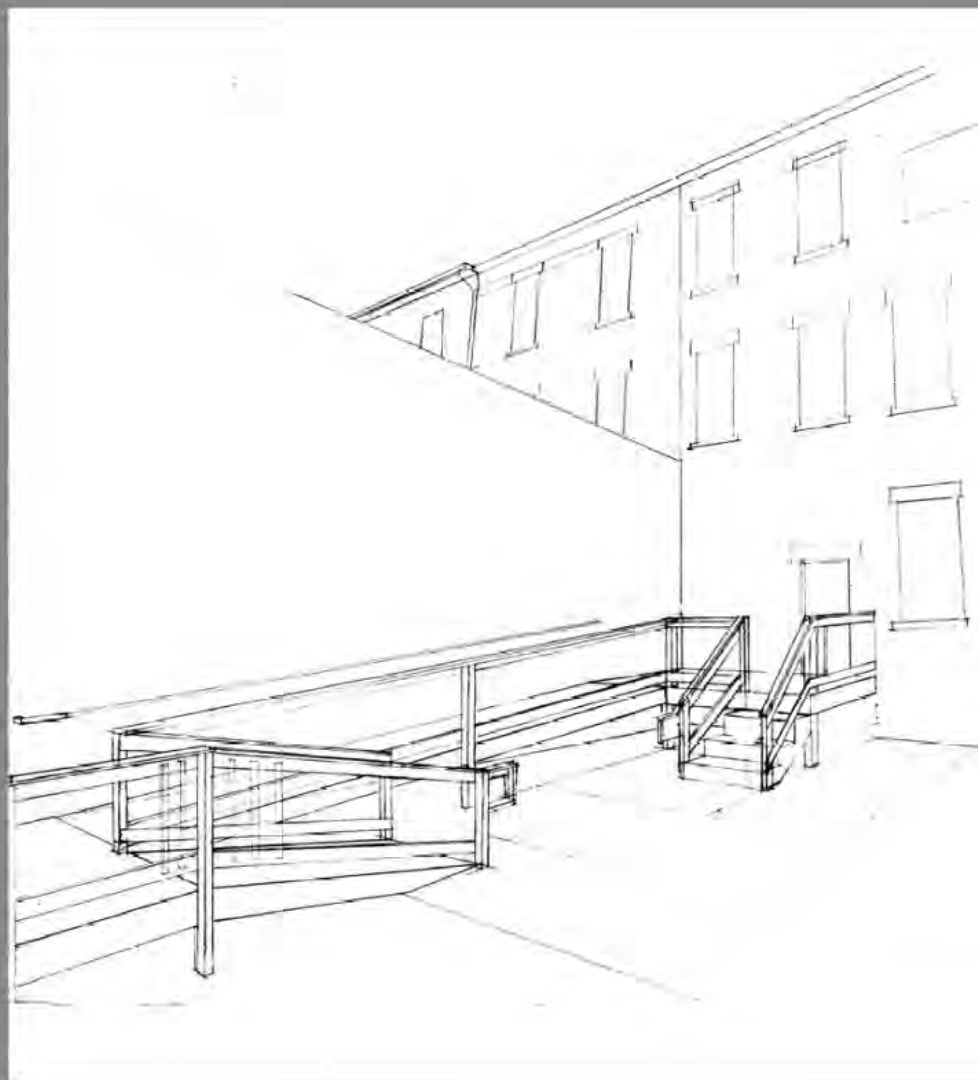
2.2.4. *Accessible telephones.*

2.2.5. *Accessible drinking fountains.*

2.2.6. *When possible, additional accessible elements such as parking, storage, and alarms.*

3. *Series of smaller alterations. The obligation to provide an accessible path of travel may not be evaded by performing a series of small alterations to the area served by a single path of travel if those alterations could have been performed as a single undertaking.*

3.1 *If an area containing a primary function has been altered without providing an accessible path of travel to that area, and subsequent alterations of that area, or a different area on the same path of travel, are undertaken within three years of the original alteration, the total cost of alterations to the primary function areas on that path of travel during the preceding three year period shall be considered in determining whether the cost of making that path of travel accessible is disproportionate.*



3411.8.5 Ramps. Where slopes steeper than allowed by Section 1010.2 are necessitated by space limitations, the slope of ramps in or providing access to existing buildings or facilities shall comply with Table 3411.8.5.

TABLE 3411.8.5
RAMPS

SLOPE	MAXIMUM RISE
Steeper than 1:10 but not steeper than 1:8	3 inches
Steeper than 1:12 but not steeper than 1:10	6 inches

For SI: 1 inch = 25.4 mm.

3411.8.6 Performance areas. Where it is technically infeasible to alter performance areas to be on an accessible route, at least one of each type of performance area shall be made accessible.

3411.8.7 Accessible dwelling or sleeping units. Where Group I-1, I-2, I-3, R-1, R-2 or R-4 dwelling or sleeping units are being altered or added, the requirements of Section 1107 for accessible units apply only to the quantity of spaces being altered or added.

3411.8.8 Type A dwelling or sleeping units. Where more than 20 Group R-2 dwelling or sleeping units are being added, the requirements of Section 1107 for Type A units apply only to the quantity of the spaces being altered or added.

3411.8.9 Type B dwelling or sleeping units. Where four or more Group I-1, I-2, R-1, R-2, R-3 or R-4 dwelling or sleeping units are being added, the requirements of Section 1107 for Type B units apply only to the quantity of the spaces being added.

3411.8.10 Jury boxes and witness stands. In alterations, accessible wheelchair spaces are not required to be located within the defined area of raised jury boxes or witness stands and shall be permitted to be located outside these spaces where the ramp or lift access restricts or projects into the means of egress.

3411.8.11 Toilet rooms. Where it is technically infeasible to alter existing toilet and bathing facilities to be accessible, an accessible family or assisted-use toilet or bathing facility constructed in accordance with Section 1109.2.1 is permitted. The family or assisted-use facility shall be located on the same floor and in the same area as the existing facilities.

3411.8.12 Dressing, fitting and locker rooms. Where it is technically infeasible to provide accessible dressing, fitting or locker rooms at the same location as similar types of rooms, one accessible room on the same level shall be provided. Where separate-sex facilities are provided, accessible rooms for each sex shall be provided. Separate-sex facilities are not required where only unisex rooms are provided.

3411.8.13 Fuel dispensers. Operable parts of replacement fuel dispensers shall be permitted to be 54 inches (1370 mm) maximum measured from the surface of the vehicular way where fuel dispensers are installed on existing curbs.

3411.8.14 Thresholds. The maximum height of thresholds at doorways shall be $\frac{3}{4}$ inch (19.1 mm). Such thresholds shall have beveled edges on each side.

3411.8.15 Amusement rides. Where the structural or operational characteristics of an amusement ride are altered to

the extent that the amusement ride's performance differs from that specified by the manufacturer or the original design, the amusement ride shall comply with requirements for new construction in Section 1110.4.7.

3411.9 Historic buildings. These provisions shall apply to buildings and facilities designated as historic structures that undergo alterations or a change of occupancy, unless technically infeasible. Where compliance with the requirements for accessible routes, entrances or toilet facilities would threaten or destroy the historic significance of the building or facility, as determined by the applicable governing authority, the alternative requirements of Sections 3411.9.1 through 3411.9.4 for the alterations shall be permitted.

3411.9.1 Site arrival points. At least one accessible route from a site arrival point to an accessible entrance shall be provided.

3411.9.2 Multilevel buildings and facilities. An accessible route from an accessible entrance to public spaces on the level of the accessible entrance shall be provided.

3411.9.3 Entrances. At least one main entrance shall be accessible.

Exceptions:

1. If a main entrance cannot be made accessible, an accessible nonpublic entrance that is unlocked while the building is occupied shall be provided; or
2. If a main entrance cannot be made accessible, a locked accessible entrance with a notification system or remote monitoring shall be provided.

Exemptions complying with Section 1111 shall be provided at the primary entrance and the accessible entrance.

3411.9.4 Tides and boating facilities. Where alterations are proposed to historic accessible boats or waterways facilities complying with Sections 1102.1 shall be permitted.

SECTION 3412 COMPLIANCE ALTERNATIVES

3412.1 Compliance. The provisions of this section are intended to maintain or increase the current degree of public safety, health and general welfare in existing buildings while permitting repair, alteration, addition and change of occupancy without requiring full compliance with Chapters 2 through 33, or Sections 3401.3, and 3403 through 3409, except where compliance with other provisions of this code is specifically required in this section.

3412.2 Applicability. Structures existing prior to July 1, 1979, in which there is work involving additions, alterations or changes of occupancy shall be made to comply with the requirements of this section or the provisions of Sections 3403 through 3409. The provisions in Sections 3412.2.1 through 3412.2.5 shall apply to existing occupancies that will continue to be, or are proposed to be, in Groups A, B, E, F, M, R, S and U. These provisions shall not apply to buildings with occupancies in Group H or I.

3412.2.1 Change in occupancy. Where an existing building is changed to a new occupancy classification and this section is applicable, the provisions of this section for the

the extent that the amusement ride's performance differs from that specified by the manufacturer or the original design, the amusement ride shall comply with requirements for new construction in Section 1110.4.7.

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1. If a main entrance cannot be made accessible, an accessible nonpublic entrance that is unlocked while the building is occupied shall be provided; or
2. If a main entrance cannot be made accessible, a locked accessible entrance with a notification system or remote monitoring shall be provided.

Signs complying with Section 1111 shall be provided at the primary entrance and the accessible entrance.

3411.9.4 Toilet and bathing facilities. Where toilet rooms are provided, at least one accessible family or assisted-use toilet room complying with Section 1109.2.1 shall be provided.

LEARNING OBJECTIVES

1. Why make it accessible?
Federal Law: ADA - Title II and Title III
Ohio Building Code
2. Exceptions for existing and historic buildings
3. What makes a historic building eligible for the exceptions?
4. A real life example
5. Self Evaluation and Transition Plans



A Real Life Example

The Historic Franklin Hotel
Main Street Kent, Ohio



















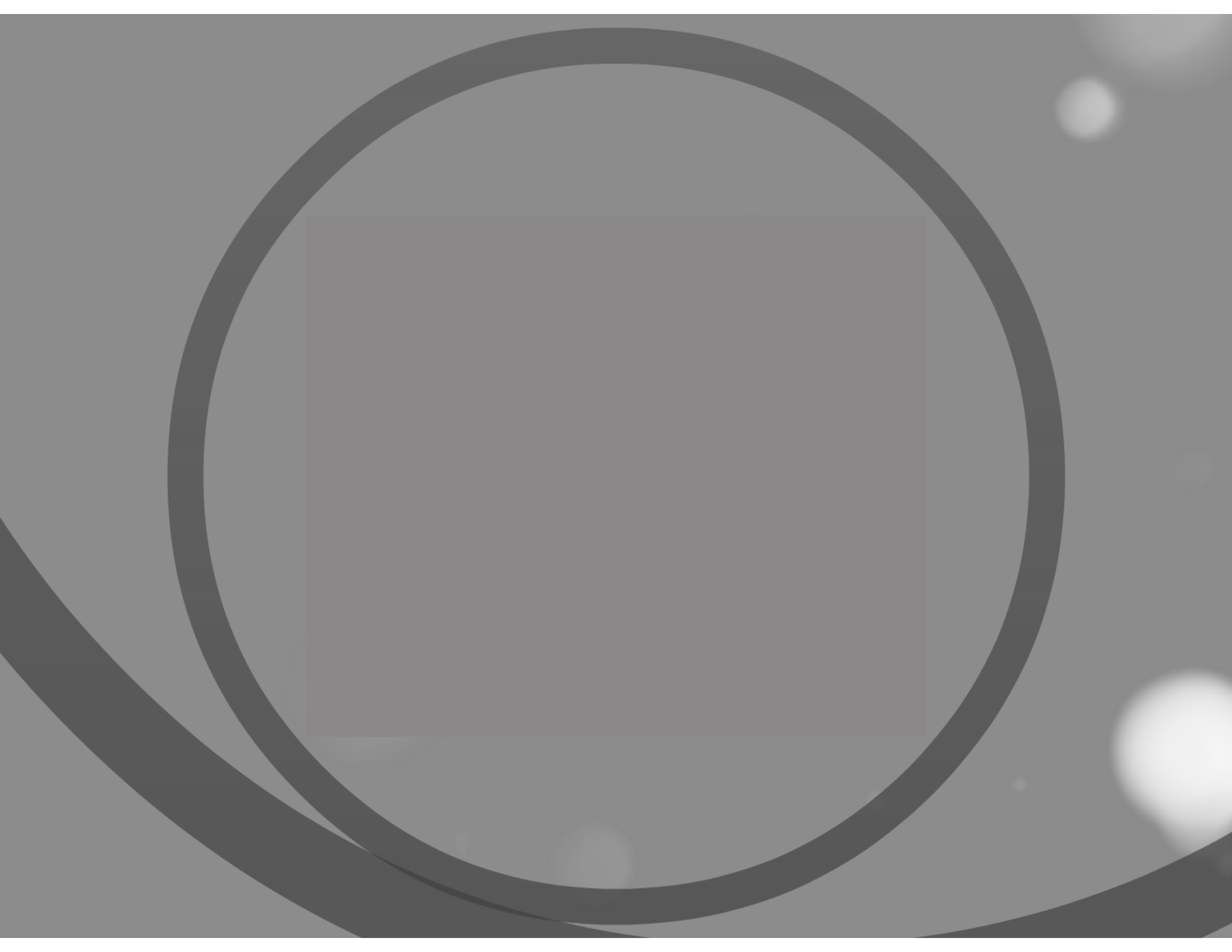
Some Differences






A Real Life Example

The Historic Franklin Hotel
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LEARNING OBJECTIVES

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Self evaluation
and the
importance of a
plan for full
compliance

Self Evaluation

SELF EVALUATION REPORT:

- Self evaluation is a comprehensive report that outlines the barriers to programs for people with disabilities as they seek to use local government services and programs.
- It does not require that all architectural barriers be removed; it requires that all programs be accessible.
- It is drafted by the state or local government in collaboration and review of a sample user group of people with disabilities.
- Any public entity with more than 50 employees must assign an ADA coordinator.
- A serious effort at self-assessment and consultation can diminish the threat of litigation and save resources by identifying the most efficient means of providing required access.

Americans with Disabilities Act Title II - State and Local Governments Accessibility Checklists for Existing Facilities and Effective Communication

These Checklists are designed to be a convenient source for identifying architectural and communication barriers encountered by people with disabilities in public facilities. These Checklists may also assist in planning for removal of architectural and communication barriers. These Checklists may be used to survey an entire facility or specific areas and components. More definitive information may be obtained from: your state building code; the Americans with Disabilities Act Accessibility Guidelines for Buildings and Facilities (ADAAG); and the International Building Code.

The Accessibility Checklist is to be used as a guide to increase awareness of architectural and communication barriers which prevent full access to buildings and facilities by people with disabilities. **This checklist is NOT a substitute for federal accessibility guidelines and/or the appropriate state and local building codes.**

All dimensions provided in these Checklists are given in units of inches, unless otherwise specified.

These Checklists are based on the Americans with Disabilities Act Accessibility Guidelines (ADAAG). The ADAAG and other accessibility-related information can be found at The Access Board Web site: www.access-board.gov.

These Checklists will be provided in alternate format upon request.



Self Evaluation

SECTION I: PARKING

5. Parking Identification and Dimensions of Spaces

Is there a sign showing the international symbol of accessibility located above grade and visible when a vehicle is parked in the designated space?

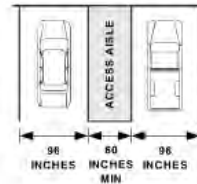
- ☐ Yes
☐ No

Are parking spaces a minimum of 96 inches (8 feet) wide?

- ☐ Yes
☐ No

Is there an access aisle adjacent to the parking space having a minimum width of 60 inches (5 feet)?

- ☐ Yes
☐ No



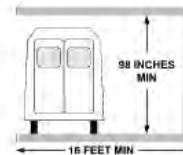
Do accessible parking spaces not located adjacent to the accessible entrances have signage that indicates the direction to these entrances?

- ☐ Yes
☐ No

6. Van Accessible Parking Space

Do accessible parking spaces for vans have adequate vertical and horizontal clearance? (Minimum 98 inches high and minimum 16 feet wide to accommodate both parking space and access aisle)

- ☐ Yes
☐ No



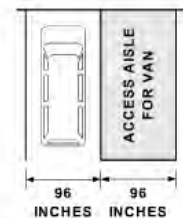
7. Van Accessible Parking Space

Is there at least one parking space designated "Van Accessible" with signage and does this space have a minimum 96 inch (8 foot) wide access aisle?

- ☐ Yes
☐ No

Is there at least one van accessible space for every eight accessible parking spaces?

- ☐ Yes
☐ No



8. Passenger Loading Zone

Does the passenger loading zone have an unobstructed access aisle at least 60 inches (5 feet) wide and 20 feet long adjacent and parallel to the vehicle pull-up space?

- ☐ Yes
☐ No



Self Evaluation

TRANSITION PLAN:

- a plan of architectural and administrative barriers to programs that need to be removed in order to make the program accessible
- establishes a timeline for barrier removal over a three year time frame
- allows the state or local government to efficiently manage the removal of barriers, by identifying a prioritization plan of programmatic barrier removal





ACCESSIBILITY CHECKLIST

FEBRUARY 2014 EDITION

**BASED ON THE
2010 ADA STANDARDS FOR
ACCESSIBLE DESIGN**

Northwest ADA Center

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Northwest  Center



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ACCESSIBILITY CHECKLIST

PURPOSE AND USE

The Northwest ADA Center is pleased to provide this Accessibility Checklist. This Checklist is designed to be a convenient tool for identifying architectural and communication barriers that may be encountered by people with disabilities in public and private buildings. The Checklist may also assist you in planning for removal of barriers to accessibility. The Checklist may be used to survey an entire facility or specific areas and elements. More definitive information may be obtained from the 2010 Standards for Accessible Design. In some situations, the 1991 Standards for Accessible Design and your state or local building code may provide helpful information. The Accessibility Checklist can also be used as a guide to increase awareness of architectural and communication barriers which prevent full access to buildings and facilities by people with disabilities. **This checklist is NOT a substitute for federal accessibility standards or the appropriate state and local building codes.**

The Checklist is designed so that a

"YES" answer indicates "ACCESSIBLE".

"NO" answer indicates that the item is present but is a "NON-ACCESSIBLE" element or feature in the building or facility, that is, non-compliant with requirements of the ADA Standards OR the element in question is not present.

Dimensions provided in this Checklist are given in units of inches (IN), feet (FT) or pounds (LB).

References

2010 ADA Standards for Accessible Design (www.ada.gov)

1991 ADA Standards for Accessible Design (www.ada.gov)

Safe Harbor - If the existing elements or features of your facility are addressed in and comply with the 1991 ADA Standards for Accessible Design you do not have to modify those elements to comply with the 2010 Standards (even if the new standards have different requirements for them). This provision is applied on an element-by-element basis and is referred to as the "safe harbor." If you choose to alter elements that were in compliance with the 1991 Standards, the safe harbor no longer applies to those elements and you must use the 2010 Standards. The 2010 Standards contain new requirements for elements in existing facilities that were not addressed in the original 1991 Standards. Among these newly included element are recreation facilities such as swimming pools, play areas, exercise machines, miniature golf facilities, and bowling alleys. Because these elements were not included in the 1991 Standards, they are not subject to the safe harbor. Therefore, on or after March 15, 2012, public accommodations (businesses) must remove architectural barriers to elements subject to the new requirements in the 2010 Standards when it is readily achievable to do so. State and local government entities must remove barriers in order to achieve program accessibility.

Alternate Formats - This Checklist will be provided in alternate formats upon request.

Developed with support of a grant from the National Institute on Disability and Rehabilitation Research (NIDRR).

*Revised January 2014 by Northwest ADA Center.
We encourage duplication and use of this document.*

HOW TO PERFORM AN ACCESSIBILITY SURVEY

Planning for the Survey:

If possible, we suggest that a team of two or more individuals carry out the survey. It is very helpful if one person directs the process, takes pictures and notes while the other person performs the measurements. It is also suggested that people with disabilities be involved in the survey.

Using a Floor Plan: It is often helpful to have a floor plan, or a sketch of a floor plan, for note taking while conducting the survey. Specific elements in this checklist can be identified on the floor plan.

Tools

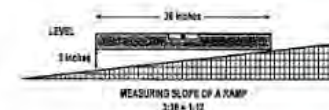
- Clipboard to make recording on the checklist easier.
- Flexible steel tape measure.
- Carpenter's level (either electronic or manual) for measuring slopes on ramps, walkways and parking spaces.
- Digital fish scale or door pressure gauge for measuring door opening forces.
- Digital camera for photo documentation of barriers and accessible features.

Conducting the Survey:

Measuring clear width (unobstructed opening) - To measure the clear width (unobstructed open space) at a door, measure the distance between the face of the door and the door stop, with door open at 90 degrees. Clear width measurements at other locations (ramps, accessible routes, etc.) are measured in the same manner; measure the width of the unobstructed space available for passage.



Measuring slope - Slope is calculated by computing the ratio of vertical rise to horizontal run. For example, if a ramp 6 inches in vertical height traverses a horizontal distance of 6 feet (72 inches) then the slope is $6 / 72 = 1 / 12 = 0.083$ (8.3%). Typically the maximum allowable slope for a ramp is written as 1:12. To measure the slope, lay one end of a carpenter's level on the uphill side of the ramp, lift the downhill end of the tool to bring it to level (bubble in the middle), and measure the distance between the downhill bottom edge of the level and the ramp surface. See the figure. In this case the slope is 3 inches rise over 36 inches horizontal distance or the ratio of 1:12.



Measuring door opening force - If using a fish scale or similar device, tie one end of the scale to the door handle and observe the maximum force displayed on the scale as you pull the door open from a closed position.



ACCESSIBLE PARKING

People with disabilities should be able to arrive at your business and easily locate & use accessible parking.

1. Facility Parking

Does your facility provide accessible parking spaces designated for use by individuals with disabilities?

- ☐ Yes
☐ No

Note: This does not apply to on-street parking spaces.



2. Number of Accessible Spaces

Does the parking area have the minimum number of accessible parking spaces specified in the table below?

- ☐ Yes
☐ No

Total Parking Spaces	Designated Accessible Parking
1 to 25	1
26 to 50	2
51 to 75	3
76 to 100	4
101 to 150	5
151 to 200	6
201 to 300	7
301 to 400	8
401 to 500	9
501 to 1000	2% of total
1001 and over	20 plus 1 for each 100 over 1000



* If no, how many accessible parking spaces are available?

* What is the total number of parking spaces available for the public?

Note: At least one of every 6 accessible parking spaces must be designated "van accessible." For example, if the facility has only one accessible parking space, then that space must be van accessible. If you have 7 accessible parking spaces then 2 must be van accessible. See Item 5 on the next page.

3. Space Location

Are the accessible parking spaces located on the shortest possible accessible routes to the accessible building entrances?

- ☐ Yes
☐ No

Note: An accessible route is free of stairs, steep inclines, sharp changes in surface level, and has a surface which is stable, smooth and slip resistant. Where parking serves more than one accessible entrance, accessible parking spaces shall be dispersed and located on the shortest accessible route to the accessible entrances.



Are the accessible parking spaces located on a level area?

- ☐ Yes
☐ No

Note: Ground surfaces of parking spaces and access aisles should not exceed 1:48 (approximately 2% slope) in any direction.

ACCESSIBLE PARKING

4. Identification and Dimensions of Accessible Parking Spaces

Is each accessible parking space designated with a sign showing the International Symbol of Accessibility (see figure)?

- ☐ Yes
☐ No



Is each sign mounted on a post at a minimum height of 6 feet (72 inches) measured from the bottom of the sign to the ground surface?

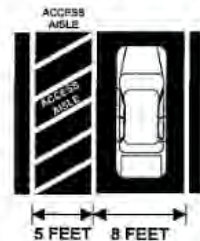
- ☐ Yes
☐ No

Are the vehicle parking spaces at accessible parking a minimum of 8 feet (108 inches) wide?

- ☐ Yes
☐ No

Does each accessible parking space have a marked access aisle? **Note:** Two accessible parking spaces may share a common access aisle.

- ☐ Yes
☐ No



Is each access aisle at least 5 feet (72 inches) wide?

- ☐ Yes
☐ No

5. Identification and Dimensions of Van Accessible Parking Spaces

Is there at least ONE van accessible space for every SIX accessible parking spaces?

- ☐ Yes
☐ No

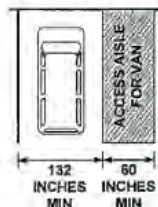


Are the van accessible parking spaces designated by an additional sign indicating "Van Accessible" (see figure)?

- ☒ Yes
☐ No

Do the van accessible parking spaces have a minimum van parking area width of 11 feet (132 inches) and an accompanying marked access aisle of at least 5 feet (60 inches)?

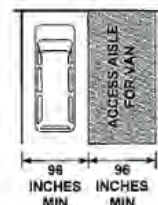
- ☐ Yes
☐ No



OR

a minimum van parking area width of 8 feet (96 inches) and a minimum accompanying marked access aisle of at least 8 feet (96 inches)?

- ☐ Yes
☐ No



ACCESSIBLE PARKING

6. Passenger Loading Zone

If your facility has a passenger loading zone, does it have an unobstructed access aisle at least 5 feet wide and is it as long as the vehicle pull-up space?

- ☐ Yes
☐ No

If No, what is the width? _____ and length? _____

Note: The vehicle pull-up space must be a minimum of 8 feet wide and 20 feet long.

Is the access aisle at the same level as the vehicle pull-up space?

- ☐ Yes
☐ No

Is the access aisle marked to discourage parking in that space?

- ☐ Yes
☐ No



7. Curb Ramps

Are curb ramps provided where accessible routes cross over a curb (for example, where an access aisle connects to a sidewalk)?

- ☐ Yes
☐ No

Note: Curb ramps must not project into traffic lanes, parking spaces or access aisles.

Do curb ramps have a maximum running slope of 1:12?

- ☐ Yes
☐ No

Do curb ramps have a minimum clear width of 36 inches?

- ☐ Yes
☐ No

Are the transition areas where curb ramps join sidewalks, streets or gutters smooth?

- ☐ Yes
☐ No

Are there level landings at the top of the curb ramps which have a minimum length of 36 inches and the same width as the curb ramp?

- ☐ Yes
☐ No

Note: Where it is not possible to provide a level landing at the top of a curb ramp, a curb ramp with flared sides that do not exceed a slope of 1:12 is an alternative.



ACCESSIBLE APPROACH AND ENTRANCE (Exterior Routes)

People with disabilities should be able to arrive at the site, approach the building and enter the building as freely as everyone else. At least one accessible route should be safe and accessible for everyone.

1. Ground and Floor Surfaces

Are ground, floor and walking surfaces stable, firm, smooth and slip-resistant?

- ☐ Yes
☐ No

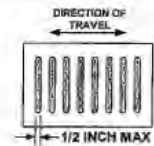
Note: An "accessible route" may consist of walking surfaces (slope no steeper than 5% = 1:20), doors, doorways, gates, ramps, curb ramps, elevators, and platform lifts.

If there are grates or other types of openings (cracks, holes) in ground or floor surfaces, are the openings less than 1/2 inch in the dominant direction of travel?

- ☐ Yes
☐ No

Are the long dimensions of the grating openings perpendicular to the dominant direction of travel?

- ☐ Yes
☐ No



2. Changes in Surface Level

Are all ground and floor surfaces along accessible routes free of abrupt changes in surface level? Surface level changes cannot exceed 1/4 inch in height.

- ☐ Yes
☐ No

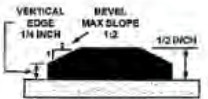
Where vertical changes in surface level are between 1/4 and 1/2 inches in height, is the level change beveled (slope 1:2 or less)?

- ☐ Yes
☐ No

Note: Changes in surface level that exceed 1/2 inch shall be ramped.

Are accessible ramps provided for changes in surface level which exceed 1/2 inch in height?

- ☐ Yes
☐ No



3. Clear Widths and Slopes for Walking Surfaces

Is there at least one accessible route from the accessible parking areas, passenger loading zones and other site entry points (bus stops) to the accessible building entrance(s)?

- ☐ Yes
☐ No

Do all walkways along accessible routes have a minimum clear, unobstructed width of at least 36 inches?

- ☐ Yes
☐ No

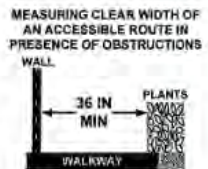
Do longer routes have an occasional 5 x 5 feet area located at reasonable intervals not exceeding 200 feet which can be used for turning and passing?

- ☐ Yes
☐ No

Do all walkways along accessible routes have cross slopes that are 1:48 or less?

- ☐ Yes
☐ No

Note: When the running slope along the direction of travel on walking surface is greater than 1:20 (5%) the route is considered a "ramp". See Items 4-8 on the next two pages.



ACCESSIBLE APPROACH AND ENTRANCE (Exterior Routes)

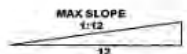
IS THERE A RAMP LOCATED ON THE EXTERIOR OF YOUR SITE?

- ☐ Yes IF NO, SKIP TO #9.
☐ No

4. Ramp Slope and Clear Width

Is the maximum running slope of all ramps 1:12 (8.3%)?

- ☐ Yes
☐ No



Are cross slopes of all ramp surfaces 1:48 or less?

- ☐ Yes
☐ No



Do ramps have a clear unobstructed width of at least 36 inches?

- ☐ Yes
☐ No

5. Landings

Do ramps have a 5 foot long level landing at the top and bottom of each run?

- ☐ Yes
☐ No

Do ramps have a 5 foot x 5 foot minimum turning space at level landings where the ramp changes direction?

- ☐ Yes
☐ No

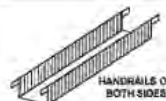


Note: Landings are required where the maximum vertical rise for any length of run for a ramp is 30 inches.

6. Ramp Handrails

If the ramp rises more than 6 inches vertically, does it have handrails on both sides?

- ☐ Yes
☐ No



7. Handrail Location

Are handrails mounted so that their top surface is between 34 and 38 inches above the ramp surface?

- ☐ Yes
☐ No

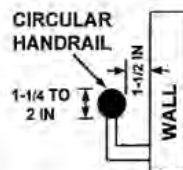


Do handrails continue to extend horizontally at least 12 inches at the top and bottom landings of the ramp and do these extensions return to the wall, floor or post?

- ☐ Yes
☐ No

If the handrail is mounted on a wall surface, is the gap between the handrail and the wall surface a minimum of 1-1/2 inches?

- ☐ Yes
☐ No



If the handrail gripping surface is circular in shape, is the diameter 1-1/4 inches minimum to 2 inches maximum?

- ☐ Yes
☐ No

If the shape is non-circular, is the perimeter dimension (distance around the gripping surface) 4 inches minimum to 6-1/4 inches maximum?

- ☐ Yes
☐ No

ACCESSIBLE APPROACH AND ENTRANCE (Exterior Routes)

9. Doorway Clear Width and Maneuvering Clearance

Do accessible entrances have a minimum clear opening (free of protrusions and obstructions) of 32 inches?

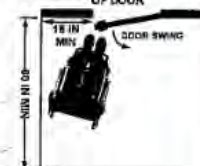
- ☐ Yes
☐ No



Do the push or pull sides of doors have adequate clearance from the side and front of the doorway to allow customer to reach handle and maneuver around and through the door opening? See section 404.2.4 of the 2010 ADA Standards for the full requirements.

- ☐ Yes
☐ No

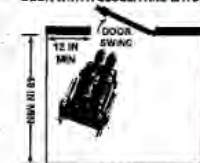
MANEUVERING CLEARANCE AT DOOR FRONT APPROACH TO PULL FACE OF DOOR



Note: If the person using a wheelchair can approach the door from the front, a minimum side distance of 18 inches and a minimum perpendicular distance of 60 inches will suffice if the door swings toward the customer (shown in top figure).

Note: A minimum of 12 inches side distance and a minimum perpendicular distance of 48 inches is required for a door that swings away from the customer and has a latch and closer (shown in bottom figure).

MANEUVERING CLEARANCE AT DOOR FRONT APPROACH TO PUSH FACE OF DOOR WITH A CLOSER AND LATCH



Note: Automatic or power assisted doors that remain open in the power-off position do not require these types of maneuvering clearances adjacent to the doors.

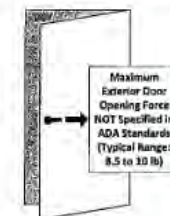
Note: Where doorways are located adjacent to a ramp landing, maneuvering clearances are permitted to overlap the required ramp landing area.

10. Exterior Door Opening Force

Is the force required to open accessible exterior entrances within a reasonable range?

- ☐ Yes
☐ No

Note: Exterior door opening forces are not specified in the ADA Standards. Maximum opening force for an exterior door may be addressed in state or local building codes. For example, in Washington state the maximum force is 10 pounds (lb); in Oregon 8.5 pounds is the maximum exterior door opening force.



ACCESSIBLE APPROACH AND ENTRANCE (Exterior Routes)

14. Protruding Objects

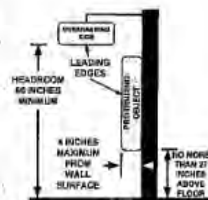
Do protruding and hanging objects with a leading edge more than 27 inches above the floor, protrude no more than 4 inches into any passage way provided for pedestrian travel?

- ☐ Yes
☐ No

Note: Examples of protruding objects include signs, telephones, water fountains, planters, lamps, fire extinguisher enclosures, etc.

Do all exterior passage ways provide a minimum unobstructed head clearance (headroom) of 80 inches?

- ☐ Yes
☐ No



15. Suspended Stairs and Other Overhead Hazards

Are all suspended (open) stairs and other overhead hazards provided with sufficient warning devices, for example, guard rails, planters, etc., to alert people who are visually impaired?

- ☐ Yes
☐ No



TOILET ROOMS

Does your facility offer toilet rooms (restrooms) for public use?

☐ Yes ☐ No If "Yes", complete this section of the Checklist.

Note: M = Men W = Women

1. Restroom Identification

Are all accessible toilet rooms clearly designated with a sign having the International Symbol of Accessibility and mounted on the latch side of the door so the bottom edge of the *highest* tactile characters are 60 inches maximum and the *lowest* tactile characters are 48 inches minimum from the floor surface?

- ☐ Yes
☐ No



Note: All toilet rooms must be designated with accessible signage and inaccessible toilet rooms must have directional signage indicating the location of the nearest accessible toilet room.

2. Restroom Entrances

Do the doorways of accessible toilet rooms have a minimum clear width (unobstructed opening) of 32 inches and maneuvering clearance perpendicular and parallel to the doorway which conforms to the requirements of section titled "Accessible Approach and Entrances (Exterior Routes)", Item #9?

- ☐ Yes
☐ No



3. Turning Space

Is there adequate turning space for a wheelchair or other mobility devices inside the toilet room?

- ☐ Yes
☐ No

Note: A turning space may be circular (60 inches minimum diameter) or a "T" turning space". See Item #9 in the section on "Access to Goods and Services—Interior Routes and Spaces".



4. Lavatory Counter Heights and Knee/Toe Clearances

Is there at least one lavatory that provides a counter surface or rim of the lavatory which is no higher than 34 inches above the floor surface?

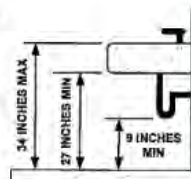
- ☐ Yes
☐ No

Is the knee clearance space under the lavatory at least 27 inches from the bottom of lavatory apron to the floor surface and 8 inches minimum from the front edge of the apron?

- ☐ Yes
☐ No

Are water supply, drain pipes and other objects installed under the lavatory so that there is at least 9 inches of toe clearance as measured from the floor surface?

- ☐ Yes
☐ No



TOILET ROOMS

5. Protective Pipe Covering

Is insulation or other protective covering used on exposed hot water supply and drain pipes under the lavatory or sink?

- ☐ Yes
☐ No

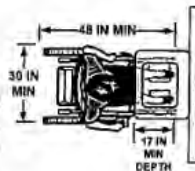


6. Lavatory and Sink Clear Floor Space

Is there a minimum clear floor space (30 by 48 inches) provided in front of lavatories and sinks to allow for forward approach?

- ☐ Yes
☐ No

Note: Knee clearance shall extend a maximum of 25 inches (of the required minimum of 48 inches of clear floor space) under the lavatory or sink.



Does the depth of toe clearance provided at lavatories and sinks extend at least 17 inches underneath the element?

- ☐ Yes
☐ No

7. Faucet Controls

At accessible lavatories and sinks, are the faucets controlled by a hand lever, push button, or electronic control that is easily operated with one hand and not requiring more than 5 lb of force or tight grasping, pinching, or twisting?

- ☐ Yes
☐ No



If the faucet control is hand-operating and metering, does it remain open for a minimum of ten seconds?

- ☐ Yes
☐ No

8. Lavatory and Countertop Mirrors

Where mirrors are provided above lavatories or countertops, is the mirror mounted so that the bottom edge of the reflective surface is no more than 40 inches above the floor surface?

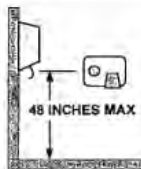
- ☐ Yes
☐ No



9. Dispensers in the Toilet Room

Are the soap and towel dispensers, and other accessories, mounted at a height no greater than 48 inches to the highest control or operable part?

- ☐ Yes
☐ No



TOILET ROOMS

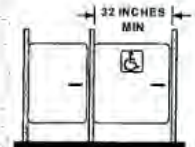
If you have single-user restrooms without a stall, skip to Item #18 for single-user restrooms.

If you have multiple- or single-user restrooms with stalls at least one must be accessible and meet the requirements in Items #14 to 16 below.

14. Toilet Compartment (Stall) Door

Do the accessible stall doors have a clear width of 32 inches and sufficient maneuvering clearance in front of and to the side of the latch?

- ☐ Yes
☐ No



Note: If the approach is to the latch side of the compartment door, clearance between the door side of the compartment and any obstruction shall be 42 inches minimum (see the figure in item #16 below).

Does stall door swing outward?

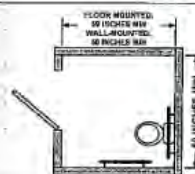
- ☐ Yes
☐ No

Note: For wheelchair accessible toilet stalls at the end of a row, the door may swing inward as long as sufficient maneuvering space (see next item 15) is provided inside the stall.

15. Wheelchair Accessible Toilet Compartment

If toilet stalls are provided, at least one should be wheelchair accessible. Do the wheelchair accessible stalls provide a minimum depth of 56 inches (wall-mounted toilets) or 59 inches (floor-mounted toilets) and a minimum width of 60 inches?

- ☐ Yes
☐ No



16. Ambulatory Accessible Toilet Compartment

Are there 6 or more toilet compartments (stalls) provided in the restroom? (or a combination of urinals and stalls totaling 6 or more?)

- ☐ Yes
☐ No

If yes, is at least one ambulatory accessible toilet compartment (stall) provided?

- ☐ Yes
☐ No

Is the ambulatory stall 35 to 37 inches wide and 60 inches minimum in depth?

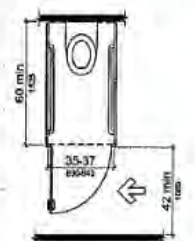
- ☐ Yes
☐ No

Are two grab bars provided that are 42 inches long and mounted at 33 to 36 inches above the floor?

- ☐ Yes
☐ No

Is the space between the wall surface and each grab bar 1-1/2 inches?

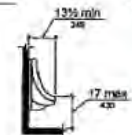
- ☐ Yes
☐ No



17. Urinals

If more than one urinal is provided in the toilet room, is at least one mounted so the rim is no more than 17 inches above the floor and the back of the fixture is a minimum of 13-1/2 inches from the face of the rim?

- ☐ Yes
☐ No





Expanding Your Market



ADA Business Connection

More than fifty million Americans with disabilities make up a huge, nearly untapped market for businesses of all types and sizes. To help businesses welcome customers with disabilities, the IRS offers two tax incentives to remove access barriers.

For more information about these tax incentives and the ADA, call the Department of Justice ADA Information Line at:

800-514-0301 (voice)
800-514-0383 (TTY)

or visit the ADA Business Connection at:
www.ada.gov.

Tax Incentives for Businesses

Businesses can take advantage of two Federal tax incentives available to help cover costs of making access improvements for customers with disabilities:

- **A tax credit for small businesses** who remove access barriers from their facilities, provide accessible services, or take other steps to improve accessibility for customers with disabilities
- **A tax deduction for businesses of all sizes** that remove access barriers in their facilities or vehicles

A business that annually incurs eligible expenses to bring itself into compliance with the ADA may use these tax incentives every year. The incentives may be applied to a variety of expenditures; however, they may not be applied to the costs of new construction. All barrier removal must comply with applicable Federal accessibility standards.

Tax Credit

Small businesses with 30 or fewer employees or total revenues of \$1 million or less can use the Disabled Access Credit (Internal Revenue Code, Section 44). Eligible small businesses may take a credit of up to \$5,000 (half of eligible expenses up to \$10,250, with no credit for the first \$250) to offset their costs for access, including barrier removal from their facilities (e.g., widening a doorway, installing a ramp), provision of accessibility services (e.g., sign language interpreters), provision of printed material in alternate formats (e.g., large-print, audio, Braille), and provision or modification of equipment.

Tax Deduction

Businesses of all sizes may take advantage of this tax deduction. Under Internal Revenue Code, Section 190, businesses can take a business expense deduction of up to \$15,000 per year for costs of removing barriers in facilities or vehicles.

Tax Incentives in Combination

These two incentives can be used together by eligible businesses if the expenditures qualify under both Sections 44 and 190. If a small business' expenses exceed \$10,250 for the maximum \$5,000 tax credit, then the deduction equals the difference between the total spent and the amount of the credit claimed.

Tax Incentives Forms and Publications

Visit the Internal Revenue Service website at www.irs.gov or call 800-829-3676 (voice); 800-829-4059 (TTY)

to order the necessary business forms and publications:

Form 8826 (Disabled Access Credit)
and **Publication 535 "Business Expenses"** (tax deduction).

Disabled Access Credit

▶ Attach to your tax return.

▶ Information about Form 8826 and its instructions is at www.irs.gov/form8826.

OMB No. 1545-1205

Attachment
Sequence No. **86**

Name(s) shown on return

Identifying number

1	Total eligible access expenditures (see instructions)	1		
2	Minimum amount	2	\$ 250	00
3	Subtract line 2 from line 1. If zero or less, enter -0-	3		
4	Maximum amount	4	\$10,000	00
5	Enter the smaller of line 3 or line 4	5		
6	Multiply line 5 by 50% (.50)	6		
7	Disabled access credit from partnerships and S corporations	7		
8	Add lines 6 and 7, but do not enter more than \$5,000. Partnerships and S corporations, report this amount on Schedule K. All others, report this amount on Form 3800, line 1e	8		

For Paperwork Reduction Act Notice, see instructions.

Cat. No. 12774N

Form **8826** (Rev. 12-2013)

RESOURCES

www.ada.gov

www.ada.gov/smtown - ADA guide for small towns

www.adagreatlakes.org - questions and resources

www.dbtacnorthwest.org/tools/tool-kits/ada-coordinators/self-evaluation
www.access-board.gov - Self Evaluation and Transition Plans

www.disability.gov

www.hhs.gov/od

www.eeoc.gov

www.humancentereddesign.org



The image shows two promotional banners. The top banner is for the ADA National Network, featuring a map of the United States and text asking for questions about the Americans with Disabilities Act, promising answers, and providing a phone number and website. It also celebrates 23 years of the ADA. The bottom banner is for the Great Lakes ADA Center, featuring a map of the Great Lakes region and text encouraging people to call for more information and addressing ADA concerns.

Questions about the
Americans with Disabilities Act?

We Have Answers!

1-800-949-4232 (Voice/TTY) www.ADAta.org

ada
National Network
Information, Guidance and Training on the
Americans with Disabilities Act

Celebrating 23 Years of
the ADA July 26, 2013!

Find your nearest ADA Center by visiting
our ADA National Network Website
(formerly DBTAC-ADA National Network)

CALL 800.949.4232 (V/TTY) TO LEARN MORE

Great Lakes **ada** Center

ADA Knowledge
Addressing your ADA Concerns





What do you mean my building is breaking the law?

