

# ADA Transition Plan

FY 19/20 UPDATE  
AMANDA MANNING

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## INTRODUCTION

The Americans with Disabilities Act (ADA) of 1990 provides comprehensive civil rights protections to qualified individuals with disabilities in the areas of employment, public accommodations, state and local government services, and telecommunications. A primary goal of the ADA is to ensure equal participation in public life for all Americans with disabilities.

The ADA is comprised of 5 titles: Title I employment, Title II public entities, Title III Public accommodations, Title IV telecommunications, and Title V miscellaneous provisions.

This transition plan will cover Title II requirements. Under Title II, a public entity may not deny the benefits of its programs, activities, or services to individuals with disabilities by maintaining inaccessible facilities. A public entity's programs, services, and activities, when viewed in their entirety, must be made readily accessible to and usable by individuals with disabilities, except where to do so would result in a fundamental alteration in the nature of the program; result in undue financial and administrative burdens or threaten or destroy the historic significance of a historic property. This standard, known as "program accessibility," applies to all existing facilities of a public entity. Under this standard, the County is not required to make all its existing facilities or every part of a single facility accessible.

The Americans with Disabilities Act Accessible Guidelines (ADAAG) document contains scoping and technical requirements for accessibility to buildings and facilities by individuals with disabilities under the Americans with Disabilities Act (ADA) of 1990. These scoping and technical requirements are to be applied during the design, construction, and alteration of buildings and facilities covered by titles II and III of the ADA to the extent required by regulations issued by Federal agencies, including the Department of Justice and the Department of Transportation, under the ADA.

The State of Texas has developed its own set of barrier removal standards which follow the ADAAG closely. The Texas Accessibility Standards (TAS) expand the ADAAG with additional state scoping requirements and standards. The TAS brings the states Architectural Barriers Act into alignment with the requirements of the ADA. The TAS encourages compliance by using common standards and speeds the dissemination of required standards to owners, design professionals and related user groups. The TAS is a construction law and only applies to new construction, additions, or buildings being remodeled.

Program accessibility may be achieved by a number of methods, including but not limited to: alteration of existing facilities to remove architectural barriers, the relocation of activities or services from inaccessible to accessible buildings, the redesign of equipment, and assignment of aides to beneficiaries, home visits, or delivery of services at alternate accessible sites. When choosing a method of providing program access, priority is to be given to the one that results in the most integrated setting appropriate to encourage interaction among all users, including individuals with disabilities.

Title 28 CFR Part 35, Non-Discrimination on the Basis of Disability in State and Local Government Services, outlines the requirements for a Transition Plan. Where physical modifications are necessary to achieve program accessibility, a public entity with 50 or more employees must develop a Transition Plan. Transition Plans must provide the steps necessary to complete such facility modifications. The removal of all physical barriers identified in the Plan must be completed as expeditiously as possible.

This Transition Plan documents the access barriers for the exterior and interior site of approximately 63 County buildings and 14 County parks. The Transition Plan includes a schedule of how these facilities will be evaluated over the next several years. The documented access barriers indicate that existing building and park conditions deviate from current State and Federal standards for new construction. For each barrier, this Transition Plan outlines the code deviations and requirements from the ADA Accessibility Guidelines (ADAAG) as well as the Texas Accessibility Standards (TAS).

To comply with the government standards for accessibility to County services, programs, and activities, this Transition Plan:

- Identifies physical obstacles in the facilities that limit the accessibility of its programs or activities to individuals with disabilities;
- Assesses the extent of architectural barriers to program accessibility on site and within the buildings operated by the County,
- Sets priorities for barrier elimination,
- Indicates the official responsible for implementation of the each facilities transition plan.

Experience indicates compliance activities are best approached in a coordinated manner. Furthermore, success in implementing permanent changes depends to great extent on the quality of the planning process itself and the degree to which compliance becomes integrated in on-going operations.

The ADA Transition Plan process consists of three phases:

- **Phase I: Planning and Self-Evaluation Phase:**

The first phase involved planning and assessment, including the formation of the ADA Coordinator position, grievance procedures, the facility inventory, the creation of survey tools, and the hiring of the ADA Coordinator. Part II of Phase I includes the subsequent data collection of all County facilities. This is and will be an ongoing portion of Phase I.

- **Phase II: Recommendations and Prioritization:**

Review of Phase I Part II findings and the development of recommendations on the selected facilities for the year.

- **Phase III: Adoption and Implementation:**

Phase III includes the approval of recommended actions by the County of El Paso Commissioners Court, the start of implementation of the ADA Transition Plan, evaluation of recommendations during and after the implementation process, and review and update of the Transition Plan biennially.

During Phase I of the ADA Transition Plan process, the Human Resources Department and the ADA Coordinator completed reviews of the County's policies and procedures, communication resources, and County programs and facilities assigned for the time period. Grievance procedures have been created and made available online.

A facilities list of all county owned, operated, and leased buildings and parks was created to help with the self-evaluation of all County facilities. Redesigned survey tools help with the self-evaluation and help maintain the integrity of the Transition Plan. The survey tools give step by step instructions from the starting point of the evaluation to the ending point and what needs to be addressed in each facility. Due to the number of facilities the County owns and leases and the number of staff available to conduct the self-assessment reviews, it was decided that only a few facilities could be inspected each year. The number is subject to change each year depending on the size of the facility. A minimum number was set of 5 buildings and 2 parks and or programs per year.

A major factor in the implementation of the Transition Plan for the first year was a requirement to bring Ascarate Park into compliance with the ADAAG and the TAS per an agreement made between the County of El Paso and Deseret ADAPT. The self-assessment of the park was completed, and a report was developed. The Ascarate Park project was finished in 2012, and meets all the requirements of the agreement the County of El Paso Signed with Desert ADAPT

Phase II focuses on the development of recommendations for ensuring accessibility to County programs and the assessed facilities. A detailed analysis of the data collected, for the selected facilities during Phase I, was analyzed and recommendations were developed to correct identified deficiencies in each of the four major areas. In addition, cost estimates for removing barriers were generated by the appropriate County facility management agencies.

During Phase III, the ADA Transition Plan was approved by the County of El Paso Commissioners Court in 2012, recommendations developed during Phase II to bring the County into compliance with the Americans with Disabilities Act and the Texas Accessibility Standards are being implemented. The Transition Plan was updated and approved in 2015 and 2017, and continues to be implemented county wide.

Public outreach, accountability, and transparency are all crucial to the success of the ADA transition plan. The use of technology, by having grievance procedures and Transition Plan online, has helped the county achieve these goals. Public outreach has been important from the outset of planning. Knowing only a few facilities a year would be self-assessed, it was important for the County to get feedback on the public's opinion on priority facilities. Meetings were held in each of the four precincts in 2012. Attendance for these meetings were low, but the feedback we received was valuable. The ADA Coordinator was able to prioritize and start evaluating the most important buildings to the citizens of El Paso County.

Phase III implementation of the recommendations have included a considerable emphasis on broad-based training of County staff on ADA and sensitivity. Public outreach will continue throughout the transition plan. During the implementation process a review of progress will be made to all facilities, after a facility is complete, a final assessment will be made to confirm the recommendations were effectively and correctly implemented.

The County of El Paso and its Court of County Commissioners are demonstrating, through this Transition Plan, their commitment to inclusion of all County citizens in public programs and facilities, as well as dedication to transparency in government and to sustaining a high quality of life for residents. The institution of an ongoing ADA compliance monitoring system, coupled with increased community outreach and involvement, will ensure that the County of El Paso will be a leader in the effort to comply with the Americans with Disabilities Act, the Americans with Disabilities Act Accessibility Guidelines and Texas Accessibility Standards, and continue the County's commitment to inclusion.

As the County moves through the Transition Plan process, estimates of the cost to bring each program, park, and building into full compliance with the ADA and TAS in terms of programs and facilities will be provided.

## LEGAL MANDATE

### Americans with Disabilities Act

The Americans with Disabilities Act (ADA) was signed into law on July 26, 1990 and provides a comprehensive mandate of the rights of individuals with disabilities. The signing of the ADA into law was a momentous public policy initiative, because approximately 20% of all Americans (about 61 million people) have some type of disability that affects their daily lives. The ADA has three titles that address information pertaining to employment and the accessibility of programs, services, and facilities.

Title II of the ADA covers public entities including El Paso County Government and all its programs, services, and activities. The regulations contained in Title II of the Americans with Disabilities Act prohibit public entities from discriminating against or excluding individuals with disabilities from programs, services, or activities on the basis of disability.



The provisions of Title II fall into four broad areas:

1. General non-discrimination
2. Equal effective communication
3. Employment
4. Program and facility accessibility

Equal opportunity must be provided through reasonable modification in policies, practices, or procedures; effective communication must be ensured through the provisions of auxiliary aids and services; nondiscriminatory employment practices are required; and programs must be made accessible through programmatic or architectural modifications.

Title II of the ADA requires that public entities take systematic steps to examine their programs and establish a plan for ensuring compliance with the law. Five action steps must be taken to bring a public entity into compliance with Title II regulations:

### 1. Establishment of ADA disability Services and ADA Coordinator

The ADA requires a public entity with fifty or more employees to designate at least one employee to coordinate ADA compliance. Section 35.107 (a)

### 2. Issue of Notice of ADA Requirement

All public entities, regardless of size, must provide information to applicants, participants, beneficiaries, employees, and other interested parties regarding the rights and protections afforded by Title II of the ADA, including information about how the Title II requirements apply to its particular programs, services, and activities. This notice also serves to notify the public of the ADA Coordinator's contact information. This notice is sent every two years to department directors. Section 35.106.

### 3. Establishment of Grievance Procedures

Public entities with fifty or more employees must adopt and publish grievance procedures providing for prompt and equitable resolution of grievances arising under Title II of the ADA. The purpose of this grievance is to provide a mechanism for resolution of discrimination issues at the County level, rather than requiring the complainant to resort to the federal complaint process. Section 35.107 (b)

### 4. Conduct Self Evaluation

*A self-evaluation is a comprehensive review of the following four major areas:* Section 35.105.

#### a. Policies and Procedures

The self-evaluation involves thorough review of general policies and procedures to ensure non-discrimination.

#### b. Communications

The purpose of this survey is to assess the County's ability to provide communication for individuals with disabilities that is as effective as the communication provided to individuals without disabilities.

#### c. Employment

The County does not discriminate on the basis of disability in its hiring or employment practices and complies with all regulations promulgated by the U.S. Equal Employment Opportunity Commission under Title I of the Americans with Disabilities Act (ADA).

#### d. Program Facility Accessibility

Title II of the ADA prohibits public entities from excluding individuals with disabilities from programs, services, or activities because of inaccessible facilities. In order to ensure that our programs are accessible, when viewed in their entirety, we are required to conduct a facility access review.

### 5. Develop a Transition Plan

The ADA Transition Plan flows logically from Self-Evaluation. If the self-evaluation for programs and facilities reveals that barriers cannot be removed through nonstructural program changes, Title II requires that public entities develop a transition plan. The regulation requires that, at a minimum, the transition plan:

- a. List physical obstacles that limit the accessibility of the public entity's programs, services, or activities to people with disabilities;
- b. Describe the methods to be used to make the facilities accessible;
- c. Provide cost estimates;
- d. Provide a schedule for making the access modifications – a yearly schedule for making the modifications if the transition plan is more than one year long;

- e. Name a person responsible for implementation of the transition plan.

In addition, Section 35.150 (d)(2) requires that if the public entity has responsibility or authority over streets, roads or walkways, its transition plan shall include a schedule for providing curb ramps or other sloped areas where pedestrian walks cross curbs.

The ADA does not require a public entity to take any action that it can demonstrate would result in a fundamental alteration in the nature of a program or activity, would create a hazardous condition for other people, or would represent an undue financial and administrative burden.

## Americans with Disabilities Act Accessible Guidelines (ADAAG)

The Americans with Disabilities Act Accessible Guidelines (ADAAG) sets standards for accessibility to places of public accommodation and commercial facilities by individuals with disabilities. These guidelines are to be applied during the design, construction, and alteration of such buildings and facilities to the extent required by regulations issued by Federal agencies, including the Department of Justice, under the Americans with Disabilities Act of 1990.

## Texas Accessibility Standards

The Texas Accessibility Standards (TAS) sets standards for accessibility to public buildings and facilities, privately owned buildings and facilities leased or occupied by state agencies; places of public accommodation; and commercial facilities by individuals with disabilities.

These standards are applied during the design, construction, and alteration of such buildings and facilities to the extent required by regulations issued by the Texas Department of Licensing and Regulation, under the Architectural Barriers Act, codified as Article 9102, Texas Civil Statutes.

These Standards closely follow the Americans with Disabilities Act Accessibility Guidelines (ADAAG), and are intended to facilitate equivalency certification of the state program for the elimination of architectural barriers by the United States Department of Justice by:

1. Bringing the State Architectural Barriers Act into alignment with the requirements of the Americans with Disabilities Act.
2. Expanding ADAAG with additional state scoping requirements and standards.
3. Encouraging compliance by using common standards.
4. Speeding the dissemination of required standards to owners, design professionals, and related user groups.

## METHODOLOGY

ADA compliance is a complex process that affects the County of El Paso at many levels. Experience indicates compliance activities are best approached in a coordinated manner. Furthermore, success in implementing permanent changes depends to a great extent on the quality of the planning process itself and the degree to which compliance becomes integrated in on-going operations.

The County of El Paso's Transition Plan process has been organized into three main phases which incorporate the five general requirements of Title II regulations.

**Phase I: Planning and Self-Evaluation Phase** – Phase I of the Transition Plan includes the following activities:

- Planning and assessment
- Formation of the ADA Coordinator Position
- Facility Inventory
- Creation of Survey Tools
- Hiring of an ADA Coordinator
- Data Collection

**Phase II: Recommendations and Prioritization** – Phase II of the Transition Plan includes the following activities:

- Data Analysis;
- Development of program/facility recommendations and priority system;
- Cost estimate by facility management agencies;
- Community involvement and outreach.

**Phase III: Adoption and Implementation** – Phase III of the Transition Plan includes the following:

- Approval of recommended action by the County of El Paso's Commissioners Court
- Implementation of the ADA Transition Plan

## Phase I: Planning and Self Evaluation

### ADA Coordinator

In May 2011, the County Commissioners directed the establishment of the ADA Coordinator position to develop and implement a county wide transition plan. The ADA Coordinator with help from County staff members will continue to carry the project through the initial reviews of each facility and program, through the analysis phase, and will be instrumental in the implementation phase over the next several years. This will ensure ADA compliance is priority, and staff and resources are mobilized to meet the need.

After reviewing the outcome of the survey of Ascarate Park, a process was put in place on how all surveys are being conducted. A report was generated from this survey and given to the department directors concerned with Ascarate Park. This set the precedence on all future surveys and reports for the remainder of facilities and parks within the County. This format will keep the integrity of the plan while being efficient and making sure progress is made throughout the County's facilities. As we have made progress through some of the County's facilities, improvements have been made to the formatting and the review procedures, making the process more efficient.

### A. Facility Inventory

The facility inventory is a management tool for organizing and monitoring facility surveys (Attachment I). A list of all buildings and facilities the County owns and leases was provided and the following information was collected to add to the list: 1) address; 2) a facility contact person and phone number; 3) the year of construction; 4) square footage; 5) survey information. Since the original list was created, the County has added more facilities and the list has been updated to reflect the change.

### B. Survey Tools

In order to create a format for collecting the facility information that would form the basis of the Transition Plan, survey tools were developed (Attachment II). The survey tools have been updated to for ease of use. In designing the facility survey tool, the main goal was to understand how an individual with a particular disability "navigates" through a facility. The facility survey tool is divided into three broad categories:

## 1. Exterior Accessibility

Once a person arrives at a facility site, individuals with disabilities should be able to approach a building and enter the building as freely as everyone else. For instance, at least one accessible route must be provided within the site from accessible parking spaces and accessible passenger loading zones; public streets and sidewalks; and public transportation stops to the accessible building or facility entrance they serve.

## 2. Interior Accessibility

The interior accessible route connects the accessible entrance with the program and services area. Typically, interior accessible routes are made up of hallways, corridors, and interior rooms and spaces. The accessible route is essential for people who have difficulty walking or who use wheelchairs or other mobility aids to access the services and programs areas. Additionally, people who are blind or have low vision may walk along any route to access the programs and services area, such as hallways, corridors, and service and programs spaces must be free of objects that cannot be detected by a person who is blind or visually impaired. Interior accessibility also includes restrooms, drinking fountains, and other things such as accessible counter tops.

## 3. Program Accessibility

A public entity may not deny the benefits of its programs, activities, and services to individuals with disabilities because its facilities are inaccessible. A public entity's services, programs, or activities, when viewed in their entirety, must be readily accessible to and usable by individuals with disabilities. This standard, known as "program accessibility," applies to all existing facilities of a public entity. Public entities, however, are not necessarily required to make each of their existing facilities accessible. The County of El Paso will require, in accordance with ADA and TAS, all new buildings and facilities to comply with the 2010 ADA and TAS or the most current code adopted.

The results of these surveys form the basis of this transition plan and form a strategy for remediation of identified barriers. The survey tool is adaptable for each facility in the County.

Inspection surveys were also created for policy/procedures and communication compliance. These surveys solicit information on how County agencies communicate with the public, and how policies and procedures might adversely affect the disabled community or provide for their inclusion in County programs and services as required under the Americans with Disabilities Act and Texas Accessibility Standards. This portion of the review provides important context to the detail of the program and facility assessment surveys (Attachment III).

## Self-Evaluation/Data Collection

The development of an ADA Transition Plan requires the county to complete a number of requirements. While the requirements are broadly defined to apply evenly across all public entities, the resulting ADA Transition Plan, once completed, is a unique document of the specific entity's effort to achieve inclusion for its community with disabilities.

The general requirements of Title II of the Americans with Disabilities Act are as follows:

### A. Establishment of Disability Services and Position of ADA Coordinator

The El Paso County Commissioners entered into an agreement on May 26<sup>th</sup>, 2011. In this agreement it stated the County would designate one or more employees as the County's ADA Coordinator. Prior to this agreement no person had been appointed to ADA responsibilities. The Director of Human Resources and the Director of Public Works were designated as interim ADA Coordinators by the El Paso County Commissioners.

The HR Director's role was dedicated to addressing any issues as they pertain to applicants or employees of the County, including the initiation of a complaint and grievance procedure and providing information to County employees. After conducting extensive research, the HR Director submitted complaint and grievance procedures for adoption by the County (Attachment IV & V).

The role of the Public Works Director was dedicated to ensuring all County facilities are in compliance with the ADA and TAS standards. The Public Works Director oversaw the improvements at Ascarate Park, which were a part of the settlement agreement.

These duties were shared by both directors until a full time ADA Coordinator was hired. The County posted the open position on the website. There was funding for the position with more funding to be expected beginning October 1, 2011, for supplies and equipment.

An ADA Coordinator was hired and started November 28, 2011. The new ADA Coordinator took over duties shared by the HR Director and the Public Works Director. The Human Resources Department is involved with employment issues pertaining to ADA. The ADA Coordinator has evaluated Ascarate Park and other facilities for ADA and TAS compliance. The ADA Coordinator will continue this procedure with all County Parks and facilities throughout the County.

The Human Resources Department has been directed to centralize the oversight of the Transition Plan and see to the full implementation of the program county wide. The Human Resources Department has assumed the management and coordination of the County's ADA compliance program for all departments throughout the County. In the case of the Coliseum, the Human Resources Department will provide limited coordination role, with technical assistance provided to the said agency on an as requested basis.

The Human Resources Department is responsible for tracking the County's compliance with the ADA and TAS. This department is also focused on effective implementation of countywide initiatives for improving access for those with disabilities.

The ADA Coordinator, along with the Human Resources Department, is charged with the implementation of the Transition Plan. A more detailed description of the ADA Coordinator is included as an attachment to this report. (Attachment VI)

## B. Issue Notice of ADA Requirements

In accordance with Section 35.106 of the ADA, the County reviewed the requirements of issuance of the ADA notice of compliance. El Paso County issued a notice and is in keeping with the letter and spirit of the ADA legislation (Attachment VII).

## C. Grievance Procedures for County Services, Programs, and Activities

Prior to the settlement agreement there was not a formal grievance procedure for employees or residents of the County. When the Human Resource Director was appointed interim ADA Coordinator the first task was creating grievance procedures for the County.



The HR Director conducted extensive research and sought guidance from various governmental agencies on grievance procedures. After researching and with help from the County Attorneys' Office the County has an effective grievance procedure which adheres to both the letter and the intent of the law.

Since the grievance procedures have been adopted, the only change made has been an address update. The grievance procedures have proven to be effective in not only protecting the County but also making the County more aware of ongoing issues due to age of buildings. The County has been able to make changes to these facilities and make them more compliant and accessible for people with disabilities. The grievance forms have been updated and are available online.

#### D. Policies and Procedures Review

The goal of the ADA is to integrate people with disabilities into existing programs instead of creating separate programs. An entity cannot require an individual to participate in a separate program nor can it restrict an individual from participating in general programs and activities. Individuals with disabilities must be assured an equal opportunity to participate in the programs, services, and activities offered by a public entity. Programs, services and activities are required to be delivered in the most integrated and appropriate setting possible.

Under the ADA, public entities are required to “make reasonable modifications in policies, practices, or procedures when the modifications are necessary to avoid discrimination on the basis of disability.” They are required to do so in every situation, unless they can demonstrate “making the modifications would fundamentally alter the nature of the service, program, or activity.”

The Reasonable Modifications Requirement is an important component to programmatic access. It states every policy, procedure, and practice is potentially subject to modification. This means the County will do whatever is reasonable to ensure a person qualified to participate in a program or receive a service receives as effective a service as any other qualified individual.

Section 35.130(b)(7) of the ADA requires a thorough review of both the County's formal written policies and the actual operating practices of each program, service, or activity in relation to the general prohibitions against discrimination contained in Title II of the ADA.

The County has reviewed policies in place and has implemented a new complaint procedure. This procedure allows residents and employees submit complaints and the reasonable accommodations they are requesting. This allows the County to remedy the issue in an effective and timely manner.

## E. ADA Communications Review

In accordance with Section 36.160(a) of Title II of the ADA, a public entity is required to ensure effective communication with people with disabilities. Equally effective communication means communication access which is equally effective as that provided to people without disabilities. This includes the requirement that a public entity provide auxiliary aids and service upon request of a qualified person with a disability. The Communications Access Survey will be used to find areas within the county needing to come into compliance with the ADA (Attachment VIII).

The effective communication requirement of the ADA is targeted largely at barriers faced by people with sensory impairments; essentially, a requirement to reasonably modify the way information is communicated. What distinguishes the effective communication requirement from the general reasonable modification requirement of the ADA is the specificity of the modifications it mandates:

- For people with vision impairments: written material must be provided/accepted in large print, auditory or tactile (Brailled) form;
- For people with hearing impairments: oral communication must be provided/accepted in visual or amplified aural form;
- For people with speech impairments: oral communication must either be provided/accepted in written form, or the person must be allowed sufficient time to communicate whatever must be communicated.

It is important to note the effective communication requirement applies to all communications, and it requires programs to do whatever is necessary to ensure their communications area *is* accessible to all people with disabilities, including people with cognitive disabilities, developmental disabilities, and memory disabilities, brain injuries which result in confusion, various psychiatric disabilities and others.

Currently the County of El Paso Human Resources Department is in the process of assessing and developing policies, procedures, and resources necessary to ensure people with disabilities are not excluded, segregated, or restricted in any way as a result of the communication barriers within the County.

## F. Employment Policies and Practices Review

Title II of the Americans with Disabilities Act prohibits a public entity from discriminating against qualified applicants or employees with a disability. It is unlawful for a public entity to discriminate in any aspect of employment including application, testing, interviewing, hiring, evaluation, discipline, compensation, promotion, termination, and benefits.

To ensure compliance with the provisions of Title II of the ADA, the County is required to conduct a review of its employment policies and practices, including the protocol for handling requests for reasonable accommodations and the essential job functions associated with each job category.

Reasonable accommodation is a critical component of the ADA's assurance of nondiscrimination. Reasonable accommodation is any change in the work environment or in the way tasks are usually done which results in equal employment opportunity for an individual with a disability.

Essential job functions are those fundamental or critical job duties of the employment position the individual with a disability holds or desires. The term does not include the marginal tasks of the position. The ADA requires an employer to focus on the essential functions of a job to determine whether a person with a disability is qualified to do the job, with or without reasonable accommodation.

The regulations list several reasons why a function could be considered essential:

- The position exists to perform the function.
- There are a limited number of other employees available to perform the function, or among whom the function can be distributed.
- A function is highly specialized, and the person in the position is hired for special expertise or ability to perform it.

To identify job functions under the ADA, a job analysis should focus on the purpose of the job and the importance of actual job functions in achieving this purpose. Currently all the County of El Paso's essential job functions are listed on the job description.

The County of El Paso's Human Resources Department has developed procedures to handle requests for reasonable accommodations for employment. Reasonable accommodation forms have been developed for any person seeking accommodations. Any person needing reasonable accommodation will work with the Human Resources Department on determining the best way to provide for their request. (Attachment IX).

## Phase II: Recommendations and Prioritization

### Data Analysis

During Phase I of the ADA Transition Plan, the Human Resources Department completed reviews of the County's policies and procedures, communication resources and all County programs. Reviews to several facilities and parks County wide have also been completed. Reviews of all remaining County facilities and parks will be completed in the same fashion in the years to come. These activities generated reports and survey documents for each facility review. During Phase II, a detailed analysis was conducted of the data collected during Phase I of the facilities reviewed. This will be continued throughout the process as more facilities, programs, parks, and policies and procedures are reviewed.

Recommendations for these facilities were developed to correct identified deficiencies in each of the four major areas in the facility survey. In addition, cost estimates for removing barriers were generated by the appropriate County facility management agencies.

### Policy and Procedures Survey and Recommendations

The County's Human Resources Department will be conducting a survey to all departments to find out if improvements are needed in areas such as reasonable modifications and their obligations under Title II of the ADA. We know training will be needed in these areas and others. The survey will clarify to what extent we need and who will need the training.

We do know training will be needed for our new policies put into place. Reasonable modifications will be the area most needed. The Human Resources Department has been working with requests from people and their supervisors since the policy has been developed and realizes a need for training in this specific area. As the County progresses through the Transition Plan, the surveys will uncover more areas needing training. At that time, the Human Resources Department will be able to tailor a training program for those needs.

## Communications Survey and Recommendations

The County of El Paso Human Resources Department will conduct a survey on communications used throughout the County Departments. The purpose of this survey is to assess the County's ability to provide communications to individuals with disabilities that is effective as the communication provided to individuals who do not have disabilities. This survey will be focused on communications with people with hearing disabilities. Further surveys will focus on other types of communication such as large print documents and Braille.

The Human Resources Department is aware of a few of these deficiencies the County currently has. Braille, audiotape, and assisted listening devices are some examples. We still need to conduct more surveys to find all deficiencies. The communications surveys will make this clear so we can provide communication equipment and training in those areas.

### A. Auxiliary Aids and Services

In order to be in compliance with Section 35.160(b)(1) of Title II of the ADA, the County is required to provide specific communication access in the form of auxiliary aids and services upon request of a qualified individual with a disability.

When it comes to basic communications, accessibility often can be created on the spot. For example, to explain written instructions to individuals who have vision impairments, employees can simply read the instructions out loud. In many basic transactions, such as paying bills or filing applications, communications provided through such simple methods will be as effective as the communications provided to other individuals in similar transactions. However, in situations that involve extensive, complex, or very significant communication, creating access may require the use of a communication device or a person with expertise in a certain form of communication, such as American Sign Language interpreter. These devices and experts are referred to as "auxiliary aids and services," and under the ADA, programs are required to furnish them whenever their use will create equal access.

### B. Sign Language Interpreter Services

When sign language interpretation is necessary for effective communication, Section 35.104 of the ADA requires it be provided by a "qualified interpreter". Under the ADA, the term "qualified interpreter" is defined as an individual who is "able to interpret effectively, accurately, and impartially, both receptively and expressively, using any necessary specialized vocabulary". In order to satisfy this requirement, it is recommended that a pre-qualified library of eligible Sign Language Interpreter Service providers be established for this purpose.

The County will be installing Video Remote Interpretation Systems County wide to communicate with people through sign language. This is an online sign language interpreter. Instead of waiting hours or days to obtain a sign language interpreter, one will be available immediately online, and available in different languages other than American Sign Language. Extensive research on other government agencies policies for Sign Language Interpreter is being conducted by the Human Resources Department to find what will best suit our needs and the needs of the County's citizens. The Human Resources Department will then draft a policy with the guidance of the County Attorney's office to present to the County Commission.

### C. Telecommunications Access

Section 35.161 of Title II of the ADA requires that where communication by telephone is a major function of a particular agency within the County, TTY's should be available.

Under the ADA, programs that communicate with the public by telephone are required to also use an equally effective system for communicating with people who have hearing or speech impairments. This applies to incoming as well as outgoing calls, which means if a program has a practice of allowing members of the public to use its phones to make outgoing calls; it must provide an equally effective alternative to members of the public with hearing or speech disabilities.

The most common device used to create telecommunications access is the teletype machine (TTY), which is a device that allows a user to send typed messages over standard telephone lines. There is also a new service through which a caller can connect to a third party via a video screen and thus communicate in sign language. Telecommunication equipment can be used to talk to others via a sign language interpreter, who uses a conventional telephone at the same time to communicate with the deaf person's party.

The Sheriff's department has installed telecommunication equipment to replace the old TTY systems. This is newer technology and will be easier to maintain training for the officers using the system. One of the problems identified with the old TTY systems was the lack of training and maintenance training for the officers in the use of the TTY system.

The old TTY's will be retained for back up use in the case of a telecommunication equipment failure. This system has become the example for the County in other areas and departments that may need this type of communication.

## D. Inclusion of Braille Services in County Agencies

One of the auxiliary aids that must be provided upon request is material in Braille. At this time, the County does not have Braille literature readily available and there is not a policy in place if asked for Braille material.

The communications survey will be able to tell us all the programs the County has and what areas will need Braille readily available. Extensive research on other government agencies policies for Braille will be conducted by the Human Resources Department to find what will best suit our needs and the needs of the County's citizens. The Human Resources Department will then draft a policy with the guidance of the County Attorney's office to present to the County Commission.

The proposed communications policies and procedures will bring necessary consistency and clarity to the delivery of service for individuals with disabilities. Additionally, the purchase of communication technology and equipment will ensure minimum delays in removing communication barriers and will ensure employees have what they need to provide the individual services that is critical to programmatic and communication access.

## Employment Recommendations

To ensure compliance with the provisions of Title II of the ADA, the County is required to conduct a review of its employment policies and practices, including the protocol for handling requests for reasonable accommodations and the essential job functions associated with each job category. The process of providing reasonable accommodations need to be done in a timely manner and without delay, it can result in a violation of the ADA otherwise.

## Priority System Development

The Department of Justice recommends a priority system be instituted to implement all recommendations for barrier removal. The primary prioritization system, meaning criteria by which recommendations are ordered, is at the discretion of the County. As part of Phase II, recognizing the County has limited funds and personnel, all buildings and facilities cannot be immediately surveyed for identifiable barriers and all buildings and facilities cannot immediately be made fully accessible. The Human Resources Department recommends the following primary criteria be used as the basis for prioritizing the building and facilities to survey, and based on buildings and facilities surveyed, removal of identified barriers:

### Priority One:

Critical Nature of the Service Provided: Facilities providing essential service related to health and safety and programs that are unique to a building, facility, or park and cannot occur at another location.

### Priority Two:

Level of Use by the Public: Facilities that receive a high level of public use.

### Priority Three:

Geographic Distribution: by selecting a range of facilities that are distributed throughout the County, the County can ensure maximum access for all residents.

As part of the prioritization process, the Human Resources Department has utilized community outreach for feedback and opinions of the prioritization of the buildings and facilities.

A secondary prioritization system – for program-based barrier removal actions – has been put forward by the Department of Justice for use by all entities in their prioritization of remedial actions. The Department of Justice criteria listed below are used to assist in the determination of specific program-based barrier removal actions within a building or facility, on a secondary basis to the primary criteria noted above. This is based on Title III regulations for planning readily achievable barrier removal projects.

### Priority 1: Accessible Entrance into Facility:

The highest priority is placed on those barrier removal items that provide accessibility at the main entrance of a facility or improve a path of travel to the portion of the facility where program activities take place (e.g. parking, walks, ramps, stairs, doors, corridors, etc.)

### Priority 2: Access to Goods and Services:

A second level priority is placed on those barrier removal items that improve or enhance access to program use areas (e.g. transaction counters, conference rooms, public offices, etc.).



### Priority 3: Access to Restrooms:

A third level priority is placed on those barrier removal items that improve access to the restrooms (e.g. doors, stalls, water closets, lavatories, etc.).

### Priority 4: Amenities:

A fourth level priority is placed on those barrier removal items that improve access to amenities serving program areas (e.g. drinking fountains, telephones, site furnishings, etc.).

### Priority 5: Other Priorities: Areas of Recreation:

A fifth level priority is placed on those barrier removal items that improve access to areas of recreation (e.g. playgrounds, parks, swimming pools, etc.).

Based on the data collected during Phase I, Phase II evaluations sought to prioritize recommendations based on priority as noted above. Through our surveys, public outreach, and grievances filed we have found most complaints are based on accessibility to restrooms. Although we follow the priority recommendations from the Department of Justice in most cases, we do allow ourselves room to adjust the County's own priorities depending on each case.

## Operational, Non-Structural and Structural Recommendations

During Phase II recommendations will be generated as a result of the surveys from Phase I. These recommendations are going to be broke down into the following three categories for ease in the management of data. This will also make it easier to track the data and know how many kinds of changes the County has made and will need to be made. The Human Resources Department will also be able to track the progress the County makes towards compliance.

### Operational

Modifications which require minimal or no cost. These may include moving furniture, adjusting or clearing reception areas, moving offices, and similar changes of this nature.

### Non-Structural

Modifications requiring effort beyond simple operational changes, which do not rise to the level of physical modifications of existing facilities. Examples include doorknobs, mirrors, and signs, grab bars, and other control and operating mechanisms.

## Structural

Modifications requiring changes to the physical construction of a facility, or work of similar scope.

As more surveys are completed over the next several years of the parks and facilities we will have a better idea of how many different changes in each category the County will be implementing. This categorization will allow for a smooth dissemination of the recommendations to the departments or individuals responsible for the implementation.

## Website

The County's website will provide information to the public regarding ADA and TAS. The website also contains the grievance procedures and forms for anyone who wishes to file a complaint alleging discrimination on the basis of a disability in the accessibility of services, activities, programs, or benefits by El Paso County. The County's website will also include accessibility features for anyone with vision impairment.

As the County progresses through the phases of the Transition Plan, updates will be given on the facilities and parks being reviewed and where these facilities and parks are, on becoming barrier free. This is part of the public outreach, accountability, and transparency the County is focused and committed on throughout the entire process.

## Budget

Budget planning will be required of various departments depending on which facilities and parks are surveyed for the year. The department will receive a report on their facility and will need to generate a cost estimate for the needed barrier removal and improvements required of that specific facility or park.

## Community Involvement and Outreach

One of the key elements of the Transition Plan implementation is the participation of people with disabilities. The participants with disabilities can identify key issues that may not be readily apparent to the County. Their perspective on the impact of the barriers to program access is essential to the accuracy of our findings. Interested persons, including individuals with disabilities or organizations representing individuals with disabilities will have the opportunity to comment on the approach and order we take in choosing the buildings and facilities the County will survey.

- Special presentations on the ADA Transition Plan have been made to representatives of interested agencies, such as Volar Center for Independent Living.

- Status reports of the ADA Transition Plan were presented to Desert ADAPT and meetings set up to allow review and input of the Transition Plan.
- The County's Transition Plan is posted on the County's website for public viewing.

Moving forward, and upon County Commission approval, The Human Resources Department will develop additional plans to inform the community about the Transition Plan, its processes and outcomes, and how the plan benefits the community and improve accessibility.

The Human Resources Department will issue notices in both print, electronic media, and accessible formats, advising the public of upcoming events, and coordinate logistics associated with holding the presentations. A major goal of this process will be the ongoing solicitation and acceptance of feedback, and the implementation of improvements to the County's approach to ADA compliance that may arise from these meetings.

### Phase III: Adoption and Implementation

Upon approval and adoption of the updated ADA Transition Plan, the County will continue to be on their way to being in compliance with the requirements of Title II of the Americans with Disabilities Act. Beyond the legal requirements, El Paso County and the Court of County Commissioners are demonstrating, through this Transition Plan, their commitment to inclusion of all County Citizens in public programs and facilities, as well as a dedication to transparency in government and to a compliance monitoring system, coupled with increased community outreach and involvement, will ensure El Paso County will be a leader in the effort to comply with the Americans with Disabilities Act and the Texas Accessibility Standards, and continue the County's commitment to inclusion.

#### Public Outreach

Public outreach, accountability, and transparency are all crucial to the success of the ADA Transition Plan. The Human Resources Department made use of the County website by posting grievance forms, procedures, and the transition plan. In the future as the Transition Plan progresses, the website will be used for many other things such as updates on facilities and parks in the process of barrier removal.

Public presentations on the County's progress are presented on an annual basis during a regular County Commissioners meeting. These presentations will continue throughout the process, as necessary.

## Training

Training and other internal communication is critical to the effectiveness of the program accessibility approach. Appropriate training and communication will maximize the level of ADA knowledge among all county employees and help ensure violations do not occur because of lack of knowledge of policies and procedures governing accessibility. Similarly, training addressing sensitivity is essential in ensuring county employees are aware of sensitive issues regarding individuals with disabilities.

New hire training will be developed to provide newly hired employees with information on sensitivity and how to accommodate people with disabilities. This training has been given to existing county employees. Specialized training was also given to all detention officers. Training will be offered on all new ADA related policies that are put in place.

It is very important front line personnel be trained because they set the tone for the County's integration with the public, and they often have an enormous impact on access to services for individuals with disabilities.

## BUILDINGS REVIEWED

One of the major goals of the County and the Transition Plan, is ensuring all County facilities are accessible through barrier removal. Several County buildings were constructed before the Americans with Disabilities Act (ADA) and Texas Accessibility Standards (TAS) were signed and adopted by the Federal Government and the state of Texas, respectively. Each year the Human Resources Department chooses 5 buildings to review for compliance with the ADA and TAS and come up with recommendations for barrier removal. The following buildings have been evaluated for compliance. Reports for each building have been generated noting what areas may not be in compliance with the ADA and TAS.

**Liberty Hall (200 S. Kansas)**

**The Former Tax Office & Garage #1 (501 Overland)**

**County Court House (500 E. San Antonio)**

**Parking Garage #2 (201 S. Campbell)**

**Adult Probation (3160 Lee Trevino) (Now located at**

**Sheriff's Office Sparks Annex (12899 Sparks Dr.)**

**Juvenile Probation Detention (6314 Delta Dr.)**

**MDR Building (800 E. Overland)**

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**North East Annex (4641 Cohen)**

**North West Annex (435 Vinton Rd)**

**East Side Annex (2350 George Dieter)**

**Justice of the Peace #1 (424 Executive Center)**

**Sports Park Restrooms (1780 Zaragoza Rd.)**

**Sports Park Parking (1780 Zaragoza Rd.)**

**New Tax Office Ascarate Annex (301 Manny Martinez Sr. Dr.)**

**Socorro Road Bus Stops (Various Locations)**

**Ysletta Annex Building A-1 (9521 Socorro Rd.)**

**Ysletta Annex Building B-2 (9521 Socorro Rd.)**

**Fabens Airport (1611 N. Fabens Rd., Fabens, TX)**

**Justice of the Peace 6-1 (190 N. San Elizario Rd, Clint TX)**

**Justice of the Peace 6-2 (14608 Greg Rd, El Paso, TX)**

## PARTIAL BUILDINGS REVIEWED

**Medical Examiners Building (4505 Alberta Ave. El Paso, TX) (Parking Lot)**

## BUILDINGS CORRECTED

**The Former Tax Office (501 E. Overland) (New Human Resources Area)**

**Parking Garage #2 (201 S. Campbell)**

## BUILDINGS PARTIALLY CORRECTED

**North East Annex (4641 Cohen) (Tax Office)**

**MDR Building (800 E. Overland)**

**Juvenile Probation Detention (6314 Delta Dr.)**

## PARKS REVIEWED

Ensuring all County parks are accessible is also one of the major goals for the County of El Paso and the Transition Plan. Several County parks were constructed before the Americans with Disabilities Act (ADA) and Texas Accessibility Standards (TAS). In the 2010 ADA update and the 2012 TAS update, chapter 10 was added to address recreational area accessibility. Each year the Human Resources Department chooses 2 parks to review for compliance with the ADA and TAS and come up with recommendations for barrier removal. The following Parks have been evaluated for compliance. Reports for each Park have been generated noting what areas may not be in compliance with the ADA and TAS.

**Gallegos Park (7361 Bosque)**

**Agua Dulce Park (15371 Kentwood)**

**Ruben Estrella Park (14633 Greg Dr.)**

**San Elizario Plaza (1521 San Elizario Road)**

**Sparks Park (12899 Sparks Dr.)**

**Westway Park (1301 Zinn)**

**Alejandra Flores Park (13665 Socorro RD)**

**Risinger Park (301 Grace)**

**San Felipe Park (16501 Fabens)**

**El Paso County Sportspark (1780 N. Zaragoza Rd.)**

**Ted Richardson Park (13000 Alarcon)**

## PARKS CORRECTED

**Agua Dulce Park (15371 Kentwood)**

## PARKS PARTIALLY CORRECTED

**Gallegos Park (7361 Bosque)**

**Ruben Estrella Park (14633 Greg Dr.)**

**Sparks Park (12899 Sparks Dr.)**

**Westway Park (1301 Zinn)**

**Ted Richardson Park (13000 Alarcon)**

**Ascarate Park (6900 Delta Dr.)**

## SUMMARY

The original Transition Plan was implemented in January of 2012 and updated in 2015 and 2017. This is the third update for the transition plan. Some goals of the Transition Plan have been accomplished while other goals are continuing. As stated in this Transition Plan full ADA (Americans with Disabilities Act) and TAS (Texas Accessibility Standards) compliance will take the County years to achieve.

To allow for a more advantageous use of limited resources a three-phase approach is used: data collection, analysis, and implementation. This will allow the Transition Plan's survey's to be done and successfully completed in a timely manner with the follow up reports. Implementation of the findings is in coordination with the Public Works Department and Facilities Department so implementation will be started in a timely manner.

While barrier removal, program updates, and communication updates are all very important to the Transition plan, county employees must be aware of ADA compliance and sensitivity. It is essential that training occurs throughout the employee's career with the county. This training will be integrated into required continuing education like other areas such as ethics training. Managers and Supervisors will need training to address situations they are likely to encounter such as employee related issues. Additionally, architects and engineers may need to receive specialized training regarding ADA and TAS standards.

The County will ensure the highest level of compliance with the requirements of the ADA and TAS, through technology and integrating and tracking changes in facilities and their use; inspections of new facilities; and modifications to existing facilities. Facilities being updated will be tracked and updates will be presented annually at Commissioners Court.

In approving this updated ADA Transition Plan, the County of El Paso Court of Commissioners is continuing to emphasize its commitment to facility and parks, program, and service accessibility for all of its citizens. Upon approval, implementation of the program, with its focused enhancements to facilities and programs, inclusion of additional policy and communication enhancements, and accent on community outreach and training will continue.

## RECOMMENDATIONS

In order to continue working towards compliance with the requirements of Title II of the Americans with Disabilities Act and the Texas Accessibility Standards, the following is recommended:

- The ADA Transition Plan update be adopted by the Court of County Commissioners.
- The recommendations governing operational, non-structural, and structural modifications continue to be implemented.
- The recommended prioritization criteria for removal of identified barriers be re-adopted.
- The external County website for public use be developed to keep citizens informed about the County's progress with the implementations of the ADA Transition Plan and facility and parks improvement.
- The Transition Plan be updated every two years to include surveys and reports from facilities and parks surveyed for the previous two years.
- Continued training to all new County employee hires, current County employees, specialized training for supervisors and managers, and specialized training for architects and engineers.



## ATTACHMENTS

## Attachment I: Facility Inventory

# ADA TRANSITION PLAN

<b>1</b>	<b>EL PASO COUNTY COURT HOUSE</b>			
	500 E. San Antonio	Precinct:2	ADA Inspection:	Y
	El Paso, TX 79901			
<b>2</b>	<b>MDR BUILDING</b>			
	800 E. Overland	Precinct:2	ADA Inspection:	Y
	El Paso, TX 79901			
<b>3</b>	<b>PARKING GARAGE #1 (HR, Liberty Hall)</b>			
	501 E. Overland	Precinct:2	ADA Inspection:	Y
	El Paso, TX 79901			
<b>4</b>	<b>PARKING GARAGE #2</b>			
	201 S. Campbell	Precinct:2	ADA Inspection:	Y
	El Paso, TX 79901			
<b>5</b>	<b>NORTHEAST ANNEX</b>			
	4641 Cohen	Precinct:4	ADA Inspection:	Y
	El Paso, TX 79924			
<b>6</b>	<b>MISSION VALLEY ANNEX</b>			
	190 San Elizario Rd.	Precinct:3	ADA Inspection:	N
	Clint, TX 79836			
<b>7</b>	<b>YSLETA ANNEX</b>			
	9521 Socorro Rd.	Precinct:3	ADA Inspection:	Y
	El Paso, TX 79927			
<b>8</b>	<b>MEDICAL EXAMINER BUILDING</b>			
	4505 Alberta	Precinct:2	ADA Inspection:	P
	El Paso, TX 79905			
<b>9</b>	<b>JUSTICE OF THE PEACE 6, PLACE 2</b>			
	14608 Greg	Precinct:3	ADA Inspection:	Y
	El Paso, TX 79938			
<b>10</b>	<b>WAREHOUSE (PURCHASING)</b>			
	3209 Rosa	Precinct:2	ADA Inspection:	N
	El Paso, TX 79905			
<b>11</b>	<b>WAREHOUSE (Purchasing &amp; Elections)</b>			
	163 N. Cebada	Precinct:2	ADA Inspection:	N
	El Paso, TX 79905			
<b>12</b>	<b>ROAD AND BRIDGE FABENS</b>			
	1331 N. Fabens	Precinct:3	ADA Inspection:	N
	Fabens, TX 79838			
<b>13</b>	<b>ROAD AND BRIDGE (Old Library)</b>			
	1329 N. Fabens	Precinct:3	ADA Inspection:	N
	Fabens, TX 79838			
<b>14</b>	<b>ROAD AND BRIDGE CANUTILLO</b>			
	191 Canutillo Ave.	Precinct:4	ADA Inspection:	N
	Canutillo, TX 79835			
<b>15</b>	<b>ROAD AND BRIDGE MONTANA VISTA</b>			
	14698 Van Lane	Precinct:3	ADA Inspection:	N

# ADA TRANSITION PLAN

	El Paso, TX 79938			
<b>16</b>	<b>ASCARATE PARK</b>			
	6900 Delta Dr.	Precinct:2	ADA Inspection:	P
	El Paso, TX 79915			
<b>17</b>	<b>ASCARATE PARK (Clubhouse, Golf Cart Storage)</b>			
	6900 Delta Dr.	Precinct:2	ADA Inspection:	P
	El Paso, TX 79915			
<b>18</b>	<b>ASCARATE PARK PAVILLION</b>			
	6900 Delta Dr.	Precinct:2	ADA Inspection:	Y
	El Paso, TX 79915			
<b>19</b>	<b>COLISEUM</b>			
	4100 E. Paisano	Precinct:2	ADA Inspection:	P
	El Paso, TX 79905			
<b>20</b>	<b>EQUESTRIAN CENTER`</b>			
	4100 E. Paisano	Precinct:2	ADA Inspection:	N
	El Paso, TX 79905			
<b>21</b>	<b>COLISEUM STOCK EXHIBIT</b>			
	4100 E. Paisano	Precinct:2	ADA Inspection:	N
	El Paso, TX 79905			
<b>22</b>	<b>LIVESTOCK BUILDING</b>			
	4100 E. Paisano	Precinct:2	ADA Inspection:	N
	El Paso, TX 79905			
<b>23</b>	<b>LOS PORTALES MUSEUM</b>			
	1585 San Elizario Rd.	Precinct:3	ADA Inspection:	N
	San Elizario, TX 79849			
<b>24</b>	<b>FABENS COMMUNITY CENTER</b>			
	151 N. First St.	Precinct:3	ADA Inspection:	N
	Fabens, TX 79838			
<b>25</b>	<b>CANUTILLO COMMUNITY CENTER</b>			
	7351 Bosque	Precinct:4	ADA Inspection:	N
	Canutillo, TX 79835			
<b>26</b>	<b>AGUA DULCE COMMUNITY CENTER</b>			
	15371 Kentwood	Precinct:3	ADA Inspection:	N
	El Paso, TX 79928			
<b>27</b>	<b>MONTANA VISTA COMMUNITY CENTER</b>			
	14664 Greg	Precinct:3	ADA Inspection	N
	El Paso, TX 79938			
<b>28</b>	<b>SAN ELIZARIO COMMUNITY CENTER</b>			
	12500 Socorro Rd.	Precinct:3	ADA Inspection:	N
	San Elizario, TX 79849			
<b>29</b>	<b>JUVENILE PROBATION DEPARTMENT</b>			

# ADA TRANSITION PLAN

	6314 Delta Dr. El Paso, TX 79905	Precinct:2	ADA Inspection:	Y
<b>30</b>	<b>MULTI COUNTY TASK FORCE</b>			
	8037 Lockheed El Paso, TX 79925	Precinct:1	ADA Inspection:	N
<b>31</b>	<b>DOWNTOWN DETENTION FACILITY</b>			
	601 E. Overland El Paso, TX 79901	Precinct:2	ADA Inspection:	Y
<b>32</b>	<b>SHERIFF SUBSTATION AT SPARKS</b>			
	12899 Sparks Dr. El Paso, TX 79928	Precinct:3	ADA Inspection:	Y
<b>33</b>	<b>SHERIFF HEADQUARTERS</b>			
	3850 Justice Dr. El Paso, TX 79938	Precinct:1	ADA Inspection:	N
<b>34</b>	<b>JAIL ANNEX ACADEMY AND GYM</b>			
	12501 Montana El Paso, TX 79938	Precinct:1	ADA Inspection:	N
<b>35</b>	<b>JAIL ANNEX FIRE ARM TRAINING CENTER</b>			
	12501 Montana El Paso, TX 79938	Precinct:1	ADA Inspection:	N
<b>36</b>	<b>JAIL ANNEX HOUSING POD 1</b>			
	12501 Montana El Paso, TX 79938	Precinct:1	ADA Inspection:	N
<b>37</b>	<b>JAIL ANNEX HOUSING POD 2</b>			
	12501 Montana El Paso, TX 79938	Precinct:1	ADA Inspection:	N
<b>38</b>	<b>JAIL ANNEX HOUSING POD 3</b>			
	12501 Montana El Paso, TX 79938	Precinct:1	ADA Inspection:	N
<b>39</b>	<b>JAIL ANNEX HOUSING POD 4</b>			
	12501 Montana El Paso, TX 79938	Precinct:1	ADA Inspection:	Y
<b>40</b>	<b>JAIL ANNEX SHERIFF SUBSTATION</b>			
	12501 Montana El Paso, TX 79938	Precinct:1	ADA Inspection:	N
<b>41</b>	<b>JAIL ANNEX SUPPORT CENTER</b>			
	12501 Montana El Paso, TX 79938	Precinct:1	ADA Inspection:	P
<b>42</b>	<b>ROAD AND BRIDGE ON SITE SEWER</b>			
	14664 Greg El Paso, TX 79938	Precinct:3	ADA Inspection:	N
<b>43</b>	<b>LANDMARK PROPERTY</b>			
	Rio Grand/Campbell El Paso, TX 79901	Precinct:2	ADA Inspection:	N

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# ADA TRANSITION PLAN

<b>44</b>	<b>RUBEN ESTRELLA-SOTO PARK</b>			
	14590 Greg	Precinct:3	ADA Inspection:	Y
	El Paso, TX 79938			
<b>45</b>	<b>GALLEGOS PARK</b>			
	7361 Bosque Rd.	Precinct:4	ADA Inspection:	Y
	Canutillo, TX 79835			
<b>46</b>	<b>AGUA DULCE PARK</b>			
	15371 Kentwood	Precinct:3	ADA Inspection:	Y
	El Paso, TX 79928			
<b>47</b>	<b>ALEJANDRA FLORES PARK</b>			
	13665 Socorro Rd.	Precinct:3	ADA Inspection:	Y
	San Elizario, TX 79849			
<b>48</b>	<b>RISINGER PARK</b>			
	301 Grace	Precinct:3	ADA Inspection:	Y
	Fabens, TX 79838			
<b>49</b>	<b>SAN FELIPE PARK</b>			
	16501 Fabens Carlsbad Rd	Precinct:3	ADA Inspection:	Y
	Fabens, TX 79838			
<b>50</b>	<b>TED RICHARDSON PARK</b>			
	13000 Alarcon	Precinct:3	ADA Inspection:	Y
	San Elizario, TX 79849			
<b>51</b>	<b>O'DONNELL/VETERANS PARK</b>			
	602 NE 4 <sup>th</sup> St.	Precinct:3	ADA Inspection:	Y
	Fabens, TX 79838			
<b>52</b>	<b>SAN ELIZARIO PLAZA</b>			
	1521 San Elzario Rd.	Precinct:3	ADA Inspection:	Y
	San Elizario, TX 79849			
<b>53</b>	<b>WESTWAY PARK</b>			
	1301 Zinn	Precinct:4	ADA Inspection:	Y
	Canutillo, TX 79835			
<b>54</b>	<b>SPARKS PARK</b>			
	12899 Sparks Dr.	Precinct:3	ADA Inspection:	Y
	El Paso, TX 79928			
<b>55</b>	<b>ADULT PROBATION</b>			
	7145 Industrial	Precinct:2	ADA Inspection:	N
	El Paso, TX 79915			
<b>56</b>	<b>CAROLINA COMMUNITY CENTER</b>			
	601 N. Carolina	Precinct:3	ADA Inspection:	N
	El Paso, TX 79915			
<b>57</b>	<b>FRIENDLY COMMUNITY CENTER</b>			
	2215 Murchison	Precinct:2	ADA Inspection:	N
	El Paso, TX 79930			
<b>58</b>	<b>TAX OFFICE (FT. BLISS)</b>			
	Bldg. 505, Ft. Bliss	Precinct:2	ADA Inspection:	N

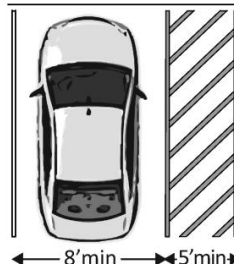
# ADA TRANSITION PLAN

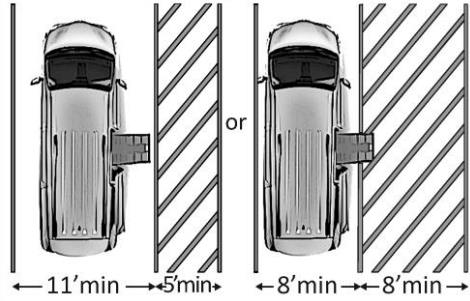
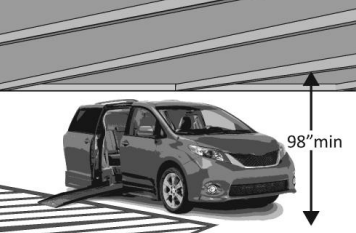
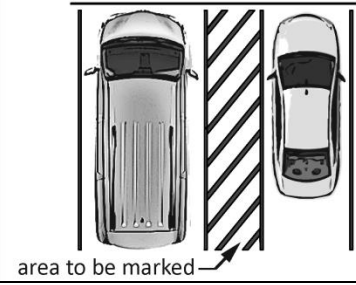

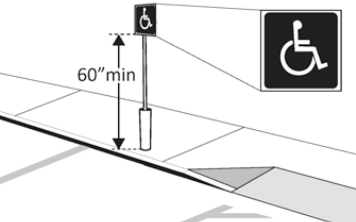
	505 Pershing Rd. El Paso, TX 79906			
<b>59</b>	<b>JUSTICE OF THE PEACE #1</b>			
	424 Executive Center	Precinct:2	ADA Inspection:	Y
	El Paso, TX 79902			
<b>60</b>	<b>JUSTICE OF THE PEACE #4</b>			
	1219 Barranca	Precinct:1	ADA Inspection:	N
	El Paso, TX 79935			
<b>61</b>	<b>HIDTA</b>			
	4141 Pinnacle, Ste 120	Precinct:2	ADA Inspection:	N
	El Paso, TX 79902			
<b>62</b>	<b>EL PASO COUNTY TAX OFFICE</b> (Ascarate Annex)			
	301 Manny Martinez Dr.	Precinct:2	ADA Inspection:	Y
	El Paso, TX 79905			
<b>63</b>	<b>ASCENCION CEMETARY</b>			
	High Campus Rd.	Precinct:3	ADA Inspection:	N
	El Paso, TX 79928			
<b>64</b>	<b>EAST SIDE ANNEX</b>			
	2350 George Dieter	Precinct:1	ADA Inspection:	Y
	El Paso, TX 79936			
<b>65</b>	<b>EPC SPORTS PARK</b>			
	1780 Zaragoza Rd.	Precinct:1	ADA Inspection:	Y
	El Paso, TX 79936			
<b>66</b>	<b>HORIZON HILLS PARK</b>			
	12650 Mark Twain Ave.	Precinct:3	ADA Inspection:	Y
	El Paso, TX 79928			
<b>67</b>	<b>NORTHWEST ANNEX</b>			
	435 Vinton Rd.	Precinct:4	ADA Inspection:	Y
	Vinton, TX 79821			
<b>68</b>	<b>TGIPOE BRIDGE</b>			
	18500 Island Guadalupe	Precinct:3	ADA Inspection:	N
	Tornillo TX, 79853			
<b>69</b>	<b>TGIPOE TOLL FACILITY</b>			
	1398 Lower Island	Precinct:3	ADA Inspection:	Y
	Tornillo TX, 79835			
<b>70</b>	<b>FAMILY YOUTH SERVICES CENTER</b>			
	6400 Delta	Precinct:2	ADA Inspection:	Y
	El Paso, TX 79905			

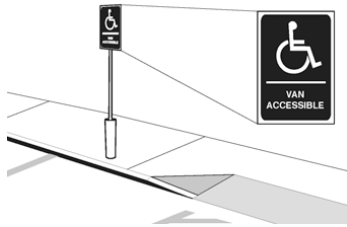

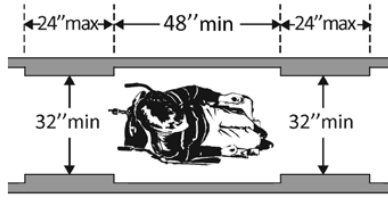
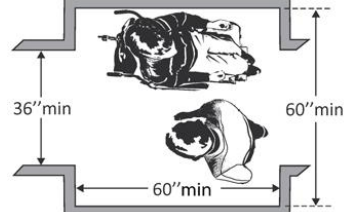
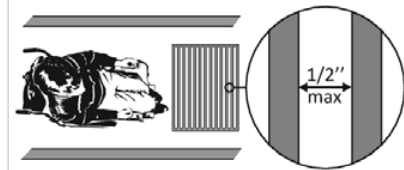
## Attachment II: Surveys

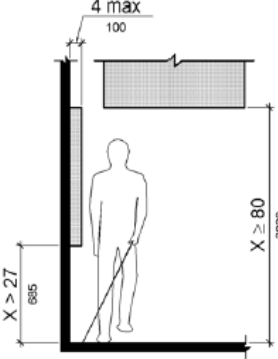
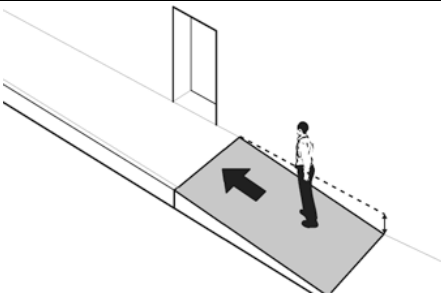
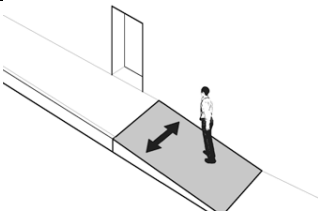
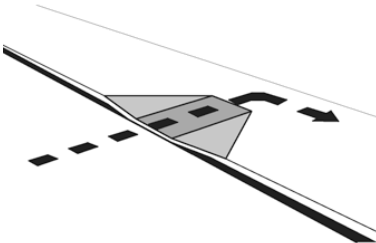
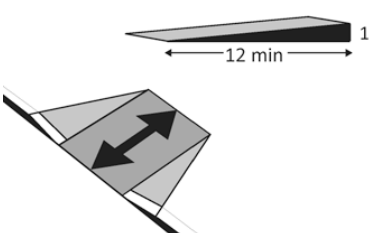


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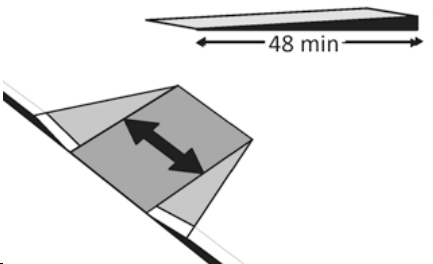
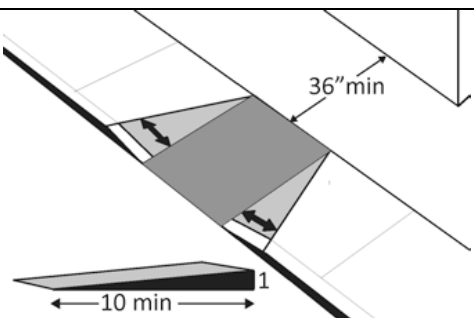
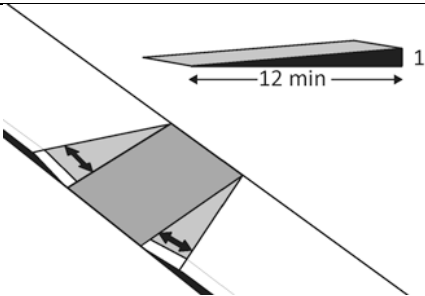
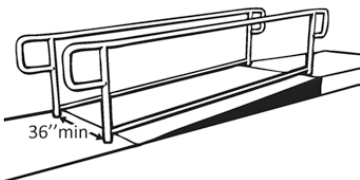
Priority 1 – Approach and Entrance			Comments	Reference												
<b>Parking</b> Accessible parking spaces should be identified by size, access aisle, and signage.																
Is there at least one route from site arrival points (parking, passenger loading zones, public sidewalks, and public transportation stops) that does not require the use of stairs?				206.2.1												
Are the minimum number of accessible parking spaces provided, based on the total number of available parking spaces?		<table><tr><th>Total Spaces</th><th>Accessible Spaces</th></tr><tr><td>1 - 25</td><td>1</td></tr><tr><td>26 - 50</td><td>2</td></tr><tr><td>51 - 75</td><td>3</td></tr><tr><td>76 - 100</td><td>4</td></tr><tr><td colspan="2">100+ see 2010 Standards 208.2</td></tr></table>	Total Spaces	Accessible Spaces	1 - 25	1	26 - 50	2	51 - 75	3	76 - 100	4	100+ see 2010 Standards 208.2			502 208.2
Total Spaces	Accessible Spaces															
1 - 25	1															
26 - 50	2															
51 - 75	3															
76 - 100	4															
100+ see 2010 Standards 208.2																
Are the accessible spaces the ones closest to an accessible entrance?  Note: If parking serves multiple entrances, accessible parking should be dispersed.				208.3.1												
Of the accessible spaces, is at least one a van accessible space?*		*For every 6 or fraction of 6 parking spaces required by the table above, at least 1 should be a van accessible space.		208.2.4												
Is there an access aisle serving the parking spaces and adjoining an accessible route? Two parking spaces shall be permitted to share a common access aisle.				502.3												
Are accessible car parking spaces at least 96 inches wide and an access aisle at least 60 inches wide.				502.2 502.3												

Are van accessible parking spaces at least 132 inches wide? Van parking spaces are permitted to be 96 inches wide minimum where the access aisle is 96 inches wide minimum.			502.2 Exception
Is at least 98 inches of vertical clearance provided for the van accessible space?			502.5
Is the access aisle marked so as to discourage parking in it?			502.3.3
Does the access aisle overlap the vehicular way?			502.3.4
Do angled van parking spaces have access aisles located on the passenger side of the parking space?			502.3.4
Are all accessible parking spaces, including access aisles stable, firm and slip resistant? Are the access aisles the same level as the parking spaces they serve?			302.1 502.4
Does the access aisle adjoin an accessible route?			502.3
Are accessible spaces identified with a sign that includes the International Symbol of Accessibility?			502.6

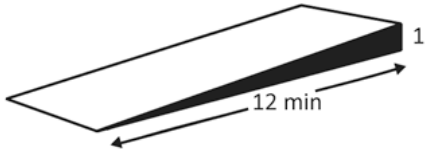
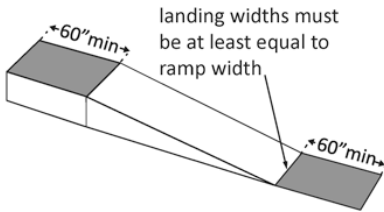
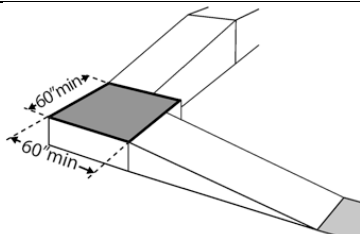
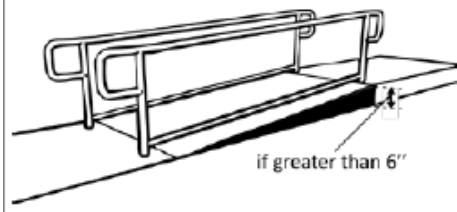
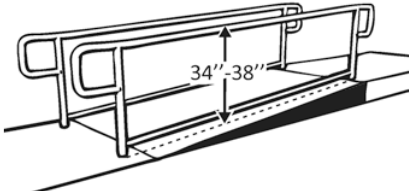
Is the bottom of the sign at least 60 inches above the ground?			
Are signs reading “van accessible” at van accessible spaces?			502.6
Are all parking spaces and access aisles designed so that cars and vans, when parked, cannot obstruct the required clear width of adjacent accessible routes?			502.7
<b>Exterior Accessible Route</b>			
Is the route stable, firm, and slip-resistant?			302.1
Is there route of travel that does not require the use of stairs?			
Is the route at least 36 inches wide?			403.5.1
Note: The accessible route can narrow to 32 inches min. for a max. of 24 inches. These narrower portions of the route must be at least 48 inches from each other.			
If the route is greater than 200 feet in length and less than 60 inches wide, is there a passing space no less than 60 x 60 inches?			403.5.3
If there are grates or openings on the route, are the openings no larger than 1/2 inches?			302.3
Is the long dimension perpendicular to the dominant direction of travel?			

<p>Can all objects protruding into the circulation paths be detected by a person with a visual disability?</p> <p>Objects with leading edges more than 27 inches and not more than 80 inches above the finish floor or ground shall protrude 4 inches maximum horizontally into the circulation path.</p>			307.2
<p>Is the running slope of a walking surface no steeper than 1:20, i.e. for every inch of height change there are at least 20 inches of route run?</p> <p>Note: If the running slope is steeper than 1:20, treat as a ramp and add features such as edge protection and handrails.</p>			403.3
<p>Is the cross slope no steeper than 1:48?</p>			403.3
<b>Curb Ramps</b>			
<p>If the accessible route crosses a curb, is there a curb ramp?</p>			402.2
<p>Is the running slope of the curb ramp no steeper than 1:12, i.e. for every inch of height change there are at least 12 inches of curb ramp run?</p>			405.2 406.1

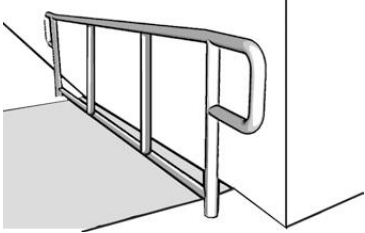
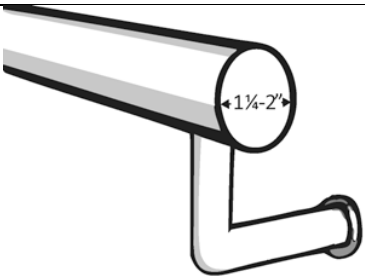
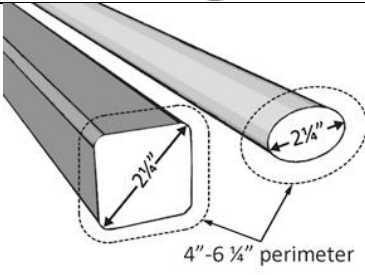
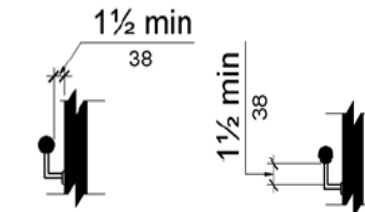
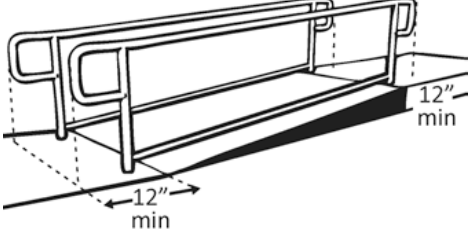
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Is the cross slope of the curb ramp, excluding flares, no steeper than 1:48?			405.3 406.1
Is the curb ramp, excluding flares, at least 36 inches wide?			405.5 406.1
At the top of the curb ramp is there a level landing (slope no steeper than 1:48 in all directions) that is at least 36 inches long and at least as wide as the curb ramp?  If there are curb ramp flares, are the slopes of the flares no steeper than 1:10, i.e. for every inch of height change there are at least 10 inches of flare run?			406.3 406.4
If the landing at the top is less than 36 inches long, are there curb ramp flares?  Are the slopes of the flares no greater than 1:12?			406.4
<b>Ramps</b> If any portion of the accessible route is steeper than 1:20, it should be treated as a ramp.			
If there is a ramp, is it at least 36 inches wide?  Note: if there are handrails, measure between the handrails.			405.5
Is the surface stable, firm, and slip resistant?			405.4

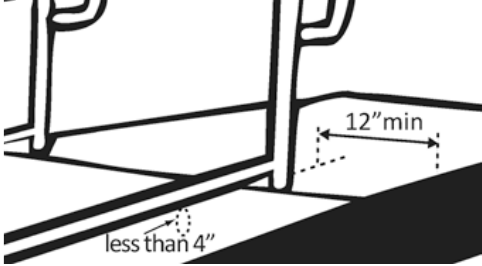
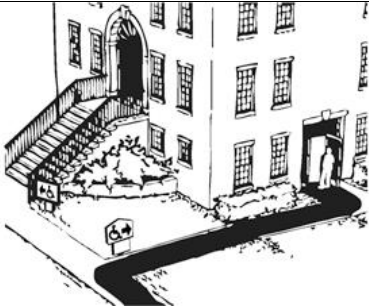


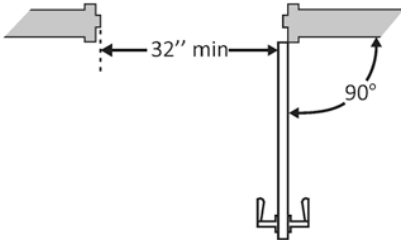
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<p>For each section of the ramp, is the running slope no greater than 1:12, i.e. for every inch of height change there are at least 12 inches of ramp run?</p> <p>Note: Rises no greater than 3 inches with a slope no steeper than 1:8 and rises no greater than 6 inches with a slope no steeper than 1:10 are permitted when such slopes are necessary due to limitations.</p>			405.2
<p>Is there a level landing that is at least 60 inches long and at least as wide as the ramp:</p> <p>At the top of the ramp?</p> <p>At the bottom of the ramp?</p>			405.7.2 405.7.3
<p>Is there a level landing where the ramp changes direction that is at least 60 x 60 inches?</p>			405.7.4
<p>Does the ramp rise no more than 30 inches between landings?</p>			405.6
<p>If the ramp has a rise higher than 6 inches, are there handrails on both sides?</p> <p>Note: Curb ramps are not required to have handrails.</p>			405.8
<p>Is the top of the handrail gripping surface no less than 34 inches and no greater than 38 inches above the surface?</p>			505.4

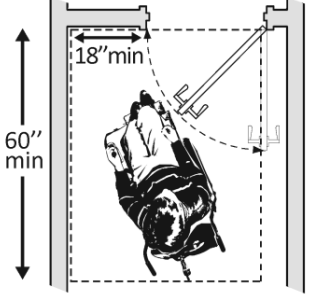
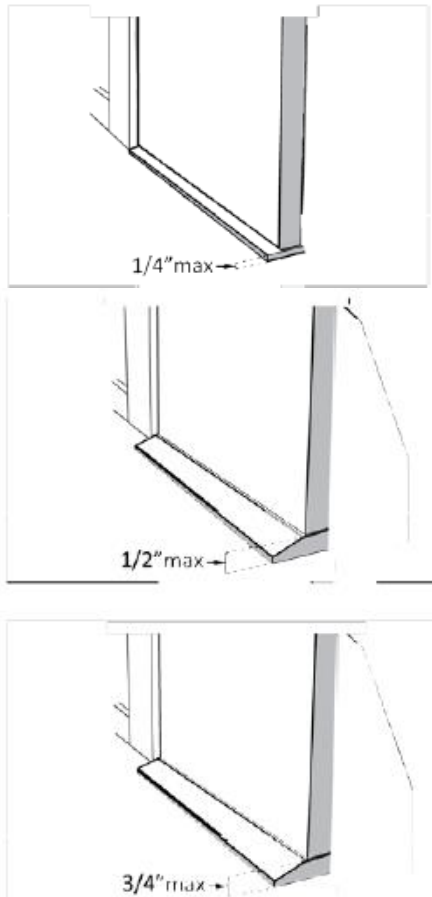
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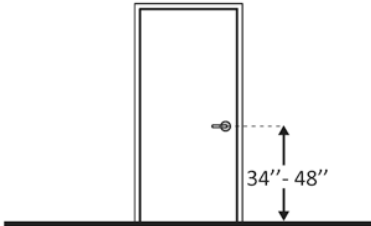
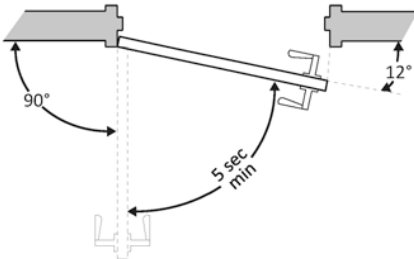
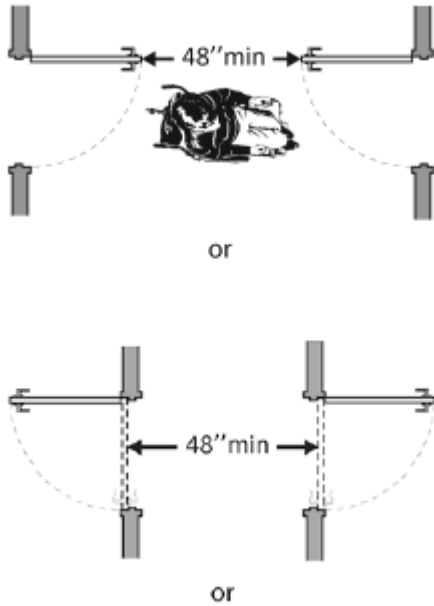
<p>Is the handrail gripping surface continuous and not obstructed along the top or sides?</p> <p>If there are obstructions, is the bottom of the gripping surface obstructed no greater than 20%?</p>			505.3 505.6
<p>If the handrail gripping surface is circular, is it no less than 1 1/4 inches and no greater than 2 inches in diameter?</p>			505.7.1
<p>If the handrail gripping surface is non-circular:</p> <p>Is the perimeter no less than 4 inches and no greater than 6 1/4 inches?</p> <p>Is the cross section no greater than 2 1/4 inches?</p>			505.7.2
<p>Is there at least 1 1/2 min clearance between the handrail gripping surface and adjacent surfaces?</p>			505.5
<p>Does the handrail:</p> <p>Extend at least 12 inches horizontally beyond the top and bottom of the ramp?</p> <p>Return to a wall, guard, or landing surface?</p> <p>Note: if a 12 inch extension would be a hazard (in circulation path) it is not required.</p>			505.10.1

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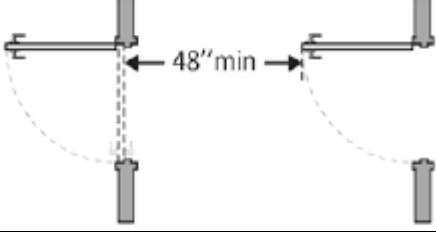

<p>To prevent wheelchair casters and crutch tips from falling off:</p> <p>Does the surface of the ramp extend at least 12 inches beyond the inside face of the handrail?</p> <p>Or</p> <p>Is there a curb or barrier that prevents the passage of a 4-inch diameter sphere?</p>			<p>405.9.1</p> <p>405.9.2</p>
<b>Entrance</b>			
Is the main entrance accessible?			
<p>If the main entrance is not accessible, is there an alternative accessible entrance?</p> <p>Can the alternative accessible entrance be used independently and during the same hours as the main entrance?</p>			
Can the alternate accessible entrance be used independently?			
Do all inaccessible entrances have signs indicating the location of the nearest accessible entrance?			216.6
If not all entrances are accessible, is there a sign at the accessible entrance with the International Symbol of Accessibility?			216.6
Is the clear opening width of the accessible entrance door at least 32 inches, between the face of the door and the stop, when the door is open 90 degrees?			404.2.3

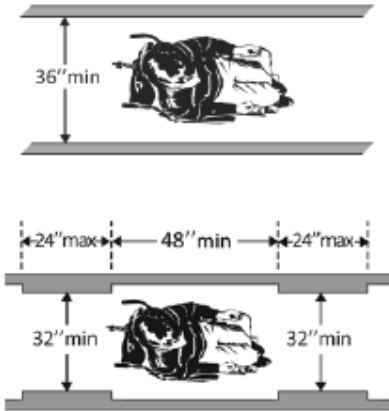
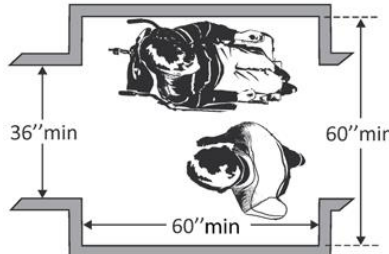
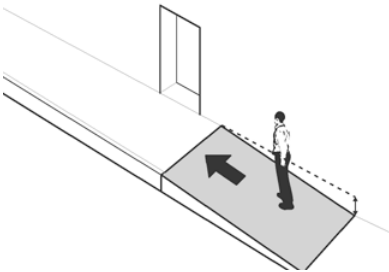
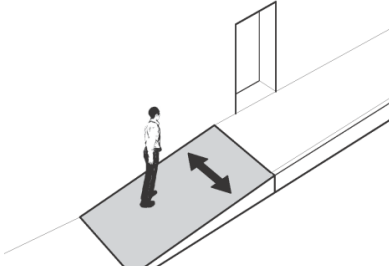



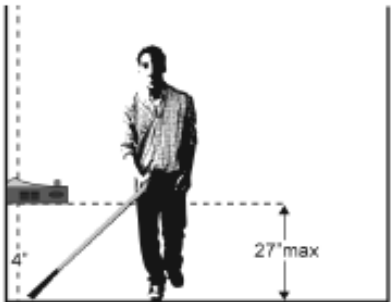
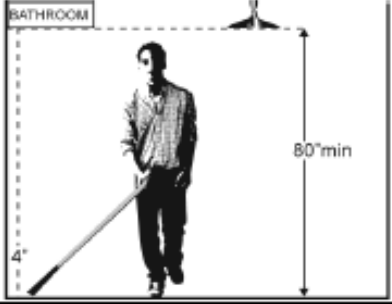
<p>If there is a front approach to the pull side of the door, is there at least 18 inches of maneuvering clearance beyond the latch side plus at least 60 inches clear depth?</p> <p>Note: See 2010 Standards 404.2.4 for maneuvering clearance requirements on the push side of the door and side approaches to the pull side of the door</p> <p>On both sides of the door, is the ground or floor surface of the maneuvering clearance level (no steeper than 1:48)?</p>			<p>404.2.4</p>
<p>If the threshold is vertical is it no more than ¼ high?</p> <p>Or</p> <p>No more than ½ inch high with the top ¼ inch beveled no steeper than 1:2, if the threshold was installed on or after the 1991 ADA standards went into effect (1/26/93)?</p> <p>Or</p> <p>No more than ¾ inch high with the top ½ inch beveled no steeper than 1:2, if the threshold was installed before the 1991 ADA Standards went into effect (1/26/93)?</p> <p>Note: The first ¼ inch of the ½ or ¾ inch threshold may be vertical; the rest must be beveled.</p>			<p>303.2 404.2.5</p>

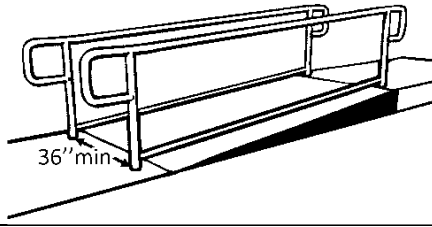
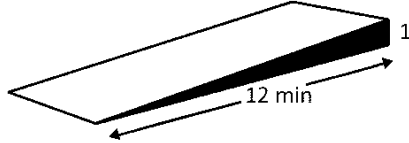
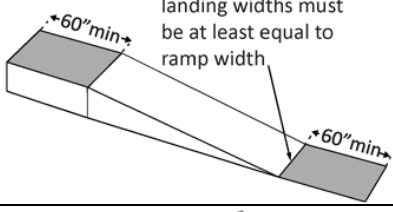
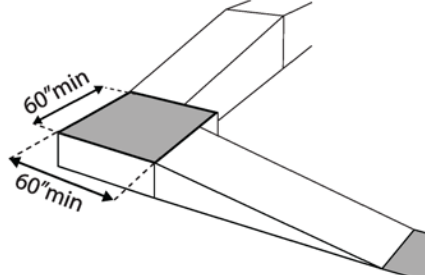
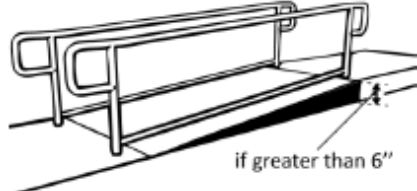
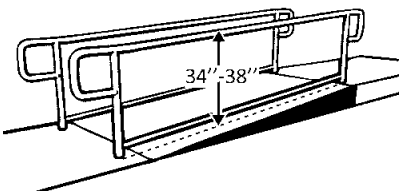
<p>Is the door equipped with hardware that is operable with one hand and does not require tight grasping, pinching, or twisting of the wrist?</p> <p>Door handle?</p> <p>Lock (if provided)?</p>			404.2.7
<p>Are the operable parts of the door hardware no less than 34 inches and no greater than 48 inches above the floor or ground surface?</p>			404.2.7
<p>If the door has a closer, does it take at least 5 seconds to close from an open position of 90 degrees to a position of 12 degrees from the latch?</p>			404.2.8
<p>If there are two doors in a series, e.g. vestibule, is the distance between the doors at least 48 inches plus the width of the doors when swinging into the space?</p>			404.2.6

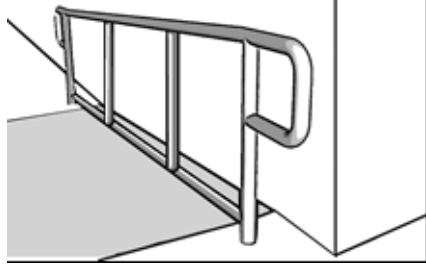
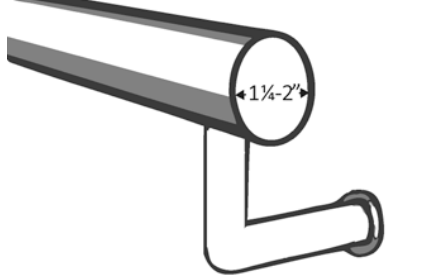
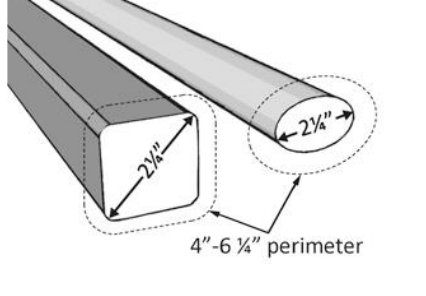
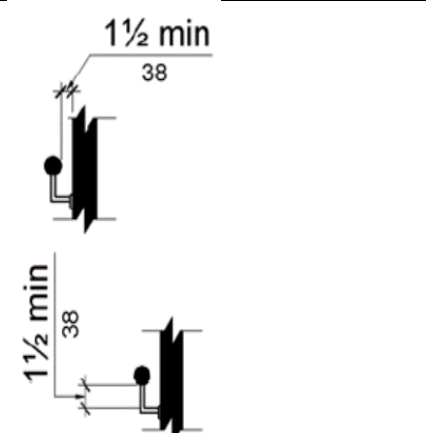
# ADA TRANSITION PLAN

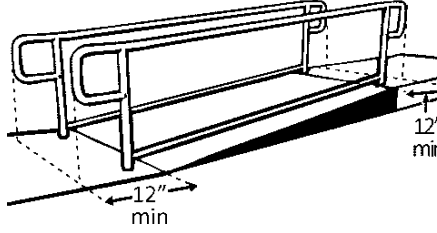
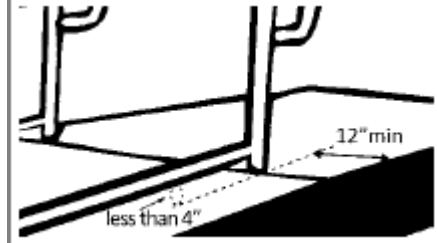
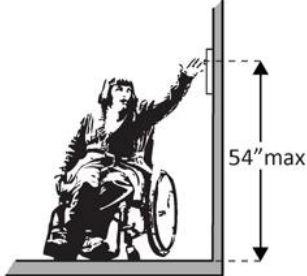
			
Can doors be opened without too much force?  5lbs for interior doors and sliding or folding doors.			404.2.9
If provided at the building entrance, are carpets or mats no higher than 1/2 inch thick?			302.2
Are edges of carpets or mats securely attached to minimize tripping hazards?			302.2

Priority 2 – Access to Goods and Services			Comments	Reference
Does the accessible entrance provide direct access to the main floor, lobby, and elevator?				206.4
<b>Interior Accessible Route</b>				
Are all public spaces on at least one accessible route?				206.2.4
Is the route stable, firm, and slip-resistant?				302.1 402
Is the route at least 36 inches wide?  Note: The accessible route can narrow to 32 inches min. for a max. of 24 inches. These narrower portions of the route must be at least 48 inches from each other.				403.5.1
If the route is greater than 200 feet in length and less than 60 inches wide, is there a passing space no less than 60 x 60 inches?				403.5.3
Is the running slope no steeper than 1:20, i.e. for every inch of height change there are at least 20 inches of route run?  Note: If the running slope is steeper than 1:20, treat as a ramp and add features such as edge protection and handrails.				403.3
Is the cross slope no steeper than 1:48?				403.3

<p>Do all objects on circulation paths through public areas, e.g. fire extinguishers, drinking fountains, signs, etc., and protrude no more than 4 inches into the path?</p> <p>Or</p> <p>If an object protrudes more than 4 inches, is the bottom leading edge at 27 inches or lower above the floor?</p> <p>Or</p> <p>Is the bottom leading edge at 80 inches or higher above the floor?</p>		 <p>Or</p>  <p>Or</p> 		<p>307.2</p> <p>307.4</p>
<p>Are there elevators or platform lifts to all public stories?</p> <p>Note: Vertical access is not required in new construction or alterations if a facility is less than three stories or has less than 3,000 square feet per story, unless the facility is a shopping center, shopping mall, professional office of a health care provider, transportation terminal, state facility or local government facility.</p>				

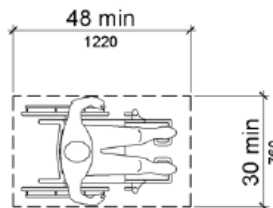
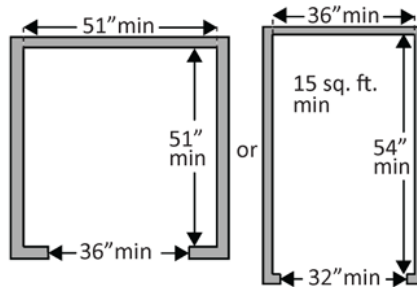
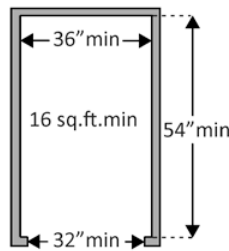
<b>Ramps</b>				
<p>If there is a ramp, is it at least 36 inches wide?</p> <p>Note: If there are handrails, measure between the handrails.</p>				405.5
<p>Is the surface stable, firm, and slip resistant?</p>				405.4
<p>For each section of the ramp, is the running slope no greater than 1:12, i.e. for every inch of height change there are at least 12 inches of ramp run?</p> <p>Note: Rises no greater than 3 inches with a slope no greater than 1:8 and rises no greater than 6 inches with a slope no steeper than 1:10 are permitted when due to space limitations.</p>				405.2
<p>Is there a level landing that is at least 60 inches long and at least as wide as the ramp:</p> <p>At the top of the ramp?</p> <p>At the bottom of the ramp?</p>				405.7.2 405.7.3
<p>Is there a level landing where the ramp changes direction that is at least 60 x 60 inches?</p>				405.7.4
<p>If the ramp has a rise higher than 6 inches are there handrails on both sides?</p>				405.8
<p>Is the top of the handrail gripping surface no less than 34 inches and no greater than 38 inches above the ramp surface?</p>				505.4

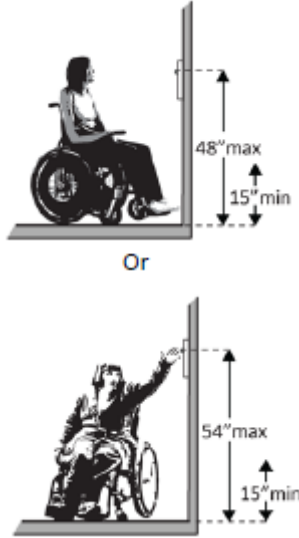

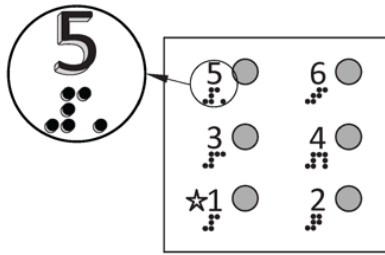
<p>Is the handrail gripping surface continuous and not obstructed along the top or sides?</p> <p>If there are obstructions, is the bottom of the gripping surface obstructed no more than 20%</p>			<p>505.3</p> <p>505.6</p>
<p>If the handrail gripping surface is circular, is it no less than 1 1/4 inches and no greater than 2 inches in diameter?</p>			505.7.1
<p>If the handrail gripping surface is non-circular:</p> <p>Is the perimeter no less than 4 inches and no greater than 6 1/4 inches?</p> <p>Is the cross section no greater than 2 1/4 inches in diameter?</p>			505.7.2
<p>Is the clearance between handrail gripping surfaces and adjacent surfaces at least 1 1/2 inches min.</p>			505.5

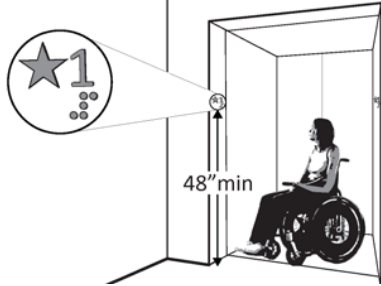
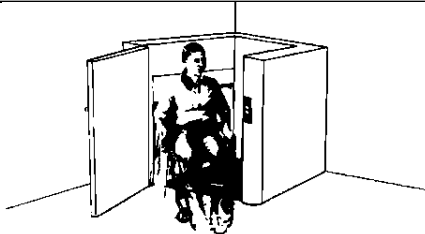
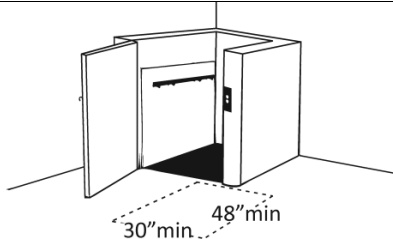
<p>Does the handrail:</p> <p>Extend at least 12 inches horizontally beyond the top and bottom of the ramp?</p> <p>Return to a wall, guard, or landing surface?</p> <p>Note: If a 12" extension would be hazardous (in circulation path), it is not required.</p>				505.10.1
<p>To prevent wheelchair casters and crutch tips from falling off:</p> <p>Does the surface of the ramp extend at least 12 inches beyond the inside face of the handrail?</p> <p>Or</p> <p>Is there a curb or barrier that prevents the passage of a 4 – inch diameter sphere?</p>				405.9.1 405.9.2
<b>Elevators – Full Size and LULA (limited use, limited application)</b> LULA elevators are often used in alterations				
<p>If there is a full size or LULA elevator, are the call buttons no higher than 54 inches above the floor?</p>				407.2.1.1
<p>Is the floor surface stable, firm, and slip resistant?</p>				302.1
<p>Is the clearance between the car platform sill and the edge of the hoist way 1 ¼ inch or less?</p> <p>Does the car level to within ½ inch of the floor under rated loading to zero loading conditions?</p>				407.4.3 407.4.4
<p>Are there both visible and audible door opening/closing and floor indicators (one tone= up, two tones = down)?</p>				



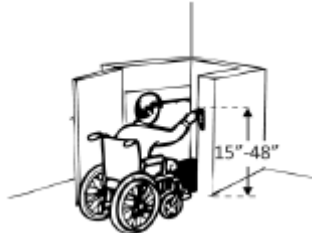
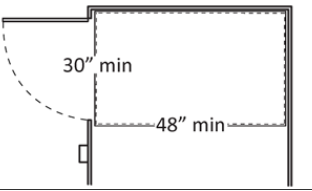
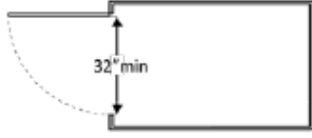
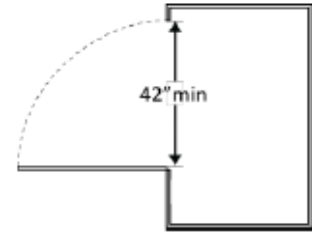
Are the visible signal fixtures centered at 72 inches minimum?				
Are signal elements 21/2 inches minimum measured along the vertical centerline of the element?				
If there is a full size or LULA elevator, does the sliding door reopen automatically when obstructed by an object or person?				407.3.3
If there is a LULA elevator with a swinging door:				403.3.2
Is the door power – operated?				
Does the door remain open for at least 20 seconds when activated?				
Is there a full size elevator:				407.4.1
Is the interior at least 54 inches deep by at least 36 inches wide with at least 16 sq. ft. of clear floor area?				
Is the door opening width at least 32 inches?				
Is there a LULA elevator, is the interior:				408.4.1 Exceptions 1 and 2
At least 51 inches deep by 51 inches wide with a door opening width of at least 36 inches?				
Or				
At least 54 inches deep by at least 36 inches wide with at least 15 sq. ft. of clear floor area and a door opening width of at least 32 inches?				
Is there a clear floor space at the call controls? The clear floor space needs to be 30 x 48 inches min?				407.2.1.3



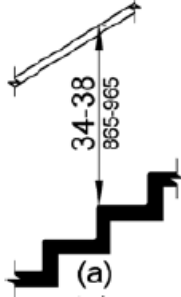
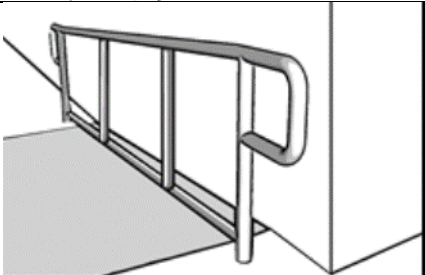
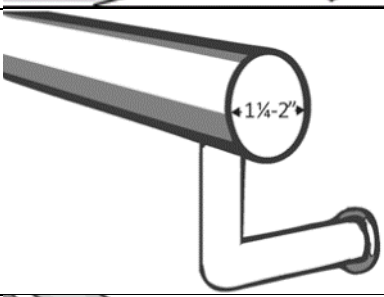
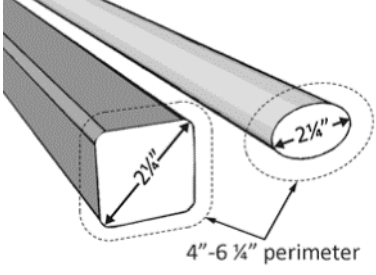
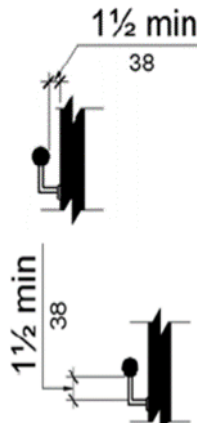
<p>If there is a full size or LULA elevator, are the in-car controls:</p> <p>No less than 15 inches and no greater than 48 inches above the floor?</p> <p>Or</p> <p>Up to 54 inches above the floor for a parallel approach?</p>			<p>407.4.6.1</p> <p>408.4.6</p>
<p>If there is a LULA elevator, are the in-car controls centered on a side wall?</p>			<p>408.4.6</p>
<p>If there is a full size or LULA elevator:</p> <p>Are the car control buttons designated with raised characters?</p> <p>Are the car control buttons designated with Braille?</p> <p>Are buttons 3/4 inch minimum in diameter, and arranged with numbers in ascending order, and read from left to right?</p>			<p>407.4.7.1</p> <p>703.2</p> <p>407.4.6.2.1</p> <p>407.4.6.2.2</p>
<p>Is the up designated call button above the down designated call button?</p>			<p>407.2.1.4</p>
<p>Are the emergency controls grouped at the bottom of the panel with the centerline 35 inches minimum above the floor?</p>			<p>407.4.6.1</p> <p>407.4.6.2</p>
<p>If there is a full size LULA elevator, are there audible signals which sound as the car</p>			<p>407.4.8</p>

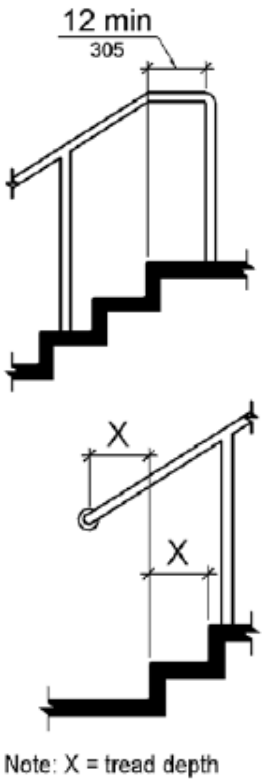
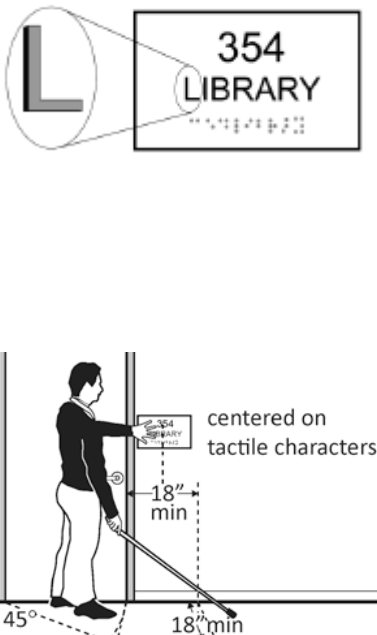
passes or is about to stop at a floor?				
<p>If there is a full size or LULA elevator:</p> <p>Is there a sign on both door jambs at every floor identifying the floor?</p> <p>Is there tactile star on both jambs at the main entry level?</p> <p>Do text characters contrast with their backgrounds?</p> <p>Are text characters raised?</p> <p>Is there Braille?</p> <p>Is the sign mounted between 48 inches to the baseline of the lowest character and 60 inches to the baseline of the highest character above the floor?*</p> <p>Are there audible and visual car position indicators located above the car control panel or above the door with characters that are ½ inch high minimum?</p>				<p>407.2.3</p> <p>408.2.3</p>
<b>Platform Lifts</b>				
If a lift is provided, can it be used without assistance from others?				<p>410.1</p>
<p>Is the floor stable, firm, and slip resistant?</p> <p>Is there a change in level greater than ¼ inch?</p>				<p>302</p> <p>410.2</p>
Is there a clear floor space at least 30 inches wide by at least 48 inches long for a person using a wheelchair to approach and reach the controls to use the lift?				<p>410.5</p>

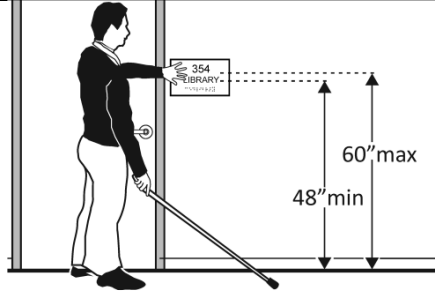
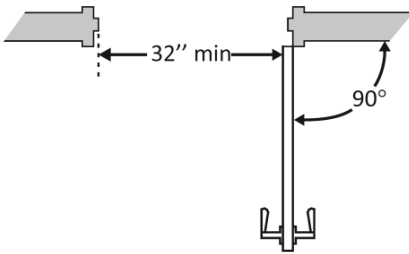
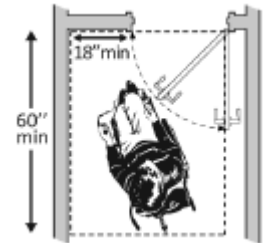
# ADA TRANSITION PLAN

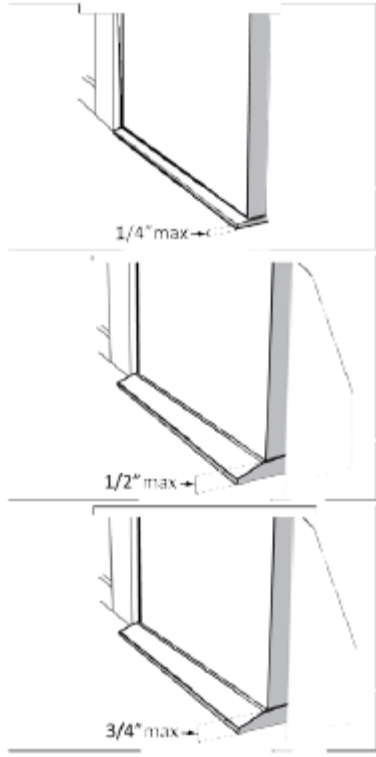
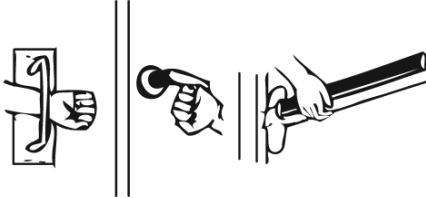
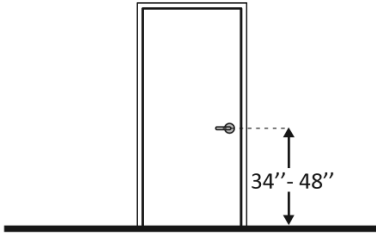
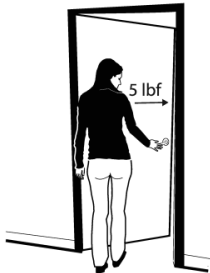
Are the lift controls no less than 15 inches and no greater than 48 inches above the floor?				410.5
Is there a clear floor space at least 30 inches wide by at least 48 inches long inside the lift?				410.3
If there is an end door, is the clear opening width at least 32 inches?				410.6
If there is a side door, is the clear opening width at least 42 inches?				410.6
Is the clearance between the platform sill and the edge of the runway landing less than 1 inch max.?				410.4
Are the doors or gates low-energy power? Do they remain open for 20 seconds min.?				410.6
<b>Stairways</b> Interior and exterior stairs that are part of a means of egress.				
Do all sets of stairs have uniform riser heights and uniform tread depths?  Risers need to be 4 inches high min and 7 inches high max.  Treads need to be 11 inches deep min.				504.2
Do the treads have a non-slip surface?  Are there changes in level on the tread surface?  Note: Open risers are not permitted.				504.3 504.4

# ADA TRANSITION PLAN

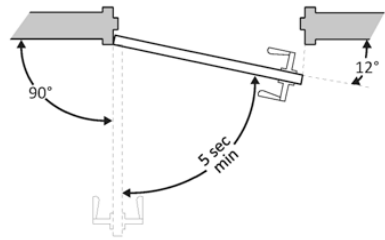
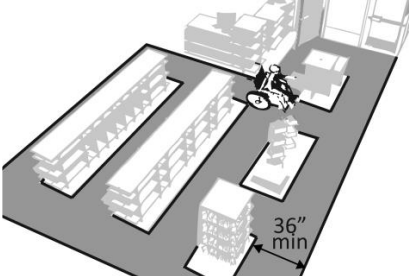

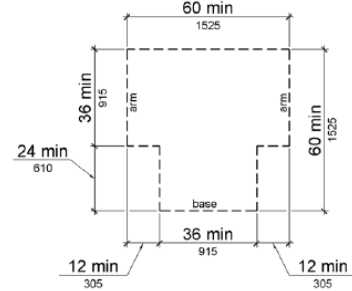
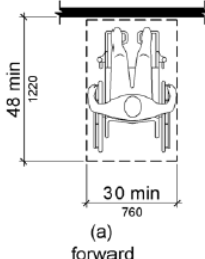
Do stairs have continuous rails on both sides?				504.6
Is the top of the handrail gripping surface no less than 34 inches and no greater than 38 inches above the stair nosings?				505.4
Is the handrail gripping surface continuous and not obstructed along the top or sides?  If there are obstructions, is the bottom of the gripping surface obstructed no more than 20%				505.3 505.6
If the handrail gripping surface is circular, is it no less than 1 1/4 inches and no greater than 2 inches in diameter?				505.7.1
If the handrail gripping surface is non-circular:  Is the perimeter no less than 4 inches and no greater than 6 1/4 inches?  Is the cross section no greater than 2 1/4 inches in diameter?				505.7.2
Is the clearance between handrail gripping surfaces and adjacent surfaces at least 1 1/2 inches min.				505.5

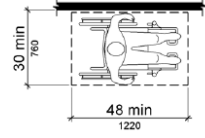
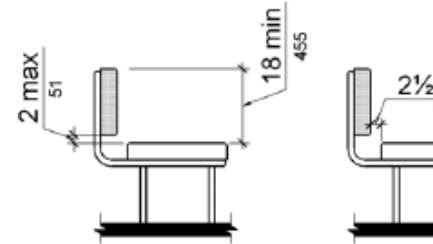
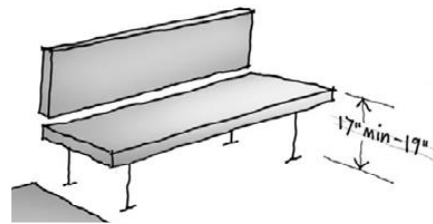
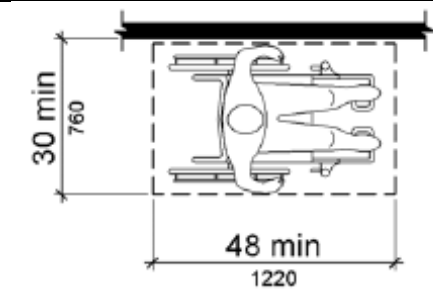
<p>Does the handrail:</p> <p>Extend at least 12 inches horizontally beyond the top of the stairs?</p> <p>At the bottom of the stairs, does the handrail extend at the slope of the stair flight for a horizontal distance at least equal to one tread depth beyond the last riser nosing?</p> <p>Return to a wall, guard, or landing surface?</p> <p>Note: If a 12" extension would be hazardous (in circulation path), it is not required.</p>		 <p>12 min 305</p> <p>X</p> <p>X</p> <p>Note: X = tread depth</p>		<p>505.10.2 505.10.3</p>
<p><b>Signs</b> "Tactile characters" are read using touch, i.e. raised characters and Braille.</p>				
<p>If there are signs designating permanent rooms and spaces not likely to change over time, e.g. room numbers and letters, room names, and exit signs:</p> <p>Do text characters contrast with their backgrounds?</p> <p>Are text characters raised?</p> <p>Is there Braille?</p> <p>Is the sign mounted: On the wall on the latch side of the door?</p> <p>Note: Signs are permitted on the push side of doors with closers and without hold-open devices.</p> <p>With clear floor space beyond the arc of the door swing between the closed position and 45-degree open position, at least 18 x 18 inches</p>		 <p>354 LIBRARY</p> <p>centered on tactile characters</p> <p>18" min</p> <p>18" min</p> <p>45°</p>		<p>216.2 703.5 703.2 703.3 703.4.2 703.4.1</p>

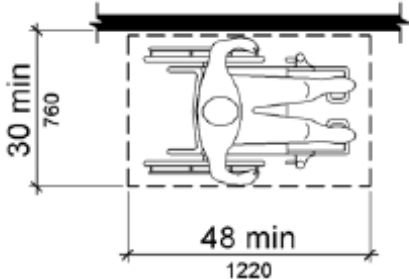
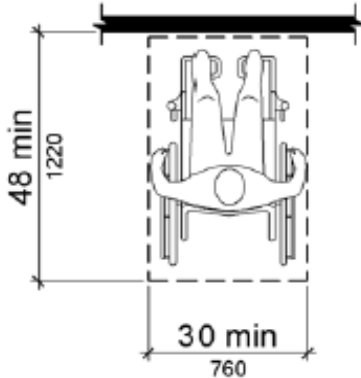
<p>centered on the tactile characters?*</p> <p>So the baseline of the lowest character is at least 48 inches above the floor and the baseline of the highest character is no more than 60 inches above the floor?*</p> <p>Note: If the sign is at double doors with one active leaf, the sign should be on the inactive leaf; if both leaves are active the sign should be on the wall to the right of the leaf.</p>			
<p>If there are signs that provide direction to or information about interior spaces:</p> <p>Do text character contrast with their backgrounds?</p> <p>Is the sign mounted so that characters are at least 40 inches above the floor?</p> <p>Note: Raised characters and Braille are not required.</p>			<p>703.5.1 703.5.6</p>
<p><b>Interior Doors – to classrooms, medical exam rooms, conference rooms, etc.</b></p>			
<p>Is the door opening width at least 32 inches clear, between the face of the door and the stop, when the door is open 90 degrees?</p>			<p>404.2.3</p>
<p>If there is a front approach to the pull side of the door, is there at least 18 inches of maneuvering clearance beyond the latch side plus at least 60 inches clear depth?</p> <p>Note: See 2010 standards 404.2.4 for maneuvering clearance requirements on the push side of the door and side of the door.</p> <p>On both sides of the door, is the floor surface of the</p>			<p>404.2.4</p>

maneuvering clearance level (no steeper than 1:48)?				
<p>If the threshold is vertical is it no more than ¼ inch high?</p> <p>Or</p> <p>No more than ½ inch high with the top ¼ inch beveled no steeper than 1:2.</p> <p>Or</p> <p>No more than ¾ inch high with the top ½ inch beveled no steeper than 1:2.</p> <p>Note: The first ¼ inch of the ½ inch or ¾ inch threshold may be vertical; the rest must be beveled.</p>				<p>404.2.5</p> <p>303.2</p>
<p>Is the door equipped with hardware that is operable with one hand and does not require tight grasping, pinching, or twisting of the wrist?</p> <p>Door handle?</p> <p>Lock (if provided)?</p>				<p>404.2.7</p>
<p>Are the operable parts of the hardware no less than 34 inches and no greater than 48 inches above the floor?</p>				<p>404.2.7</p>
<p>Can the door be opened easily (5 pounds maximum force)?</p> <p>Note: You can use a pressure gauge or fish scale to measure force. If you do not have one you will need to judge whether the door is easy to open.</p>				<p>404.2.9</p>


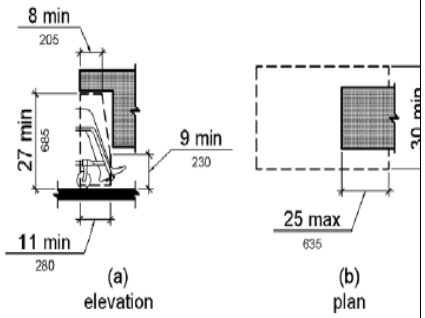
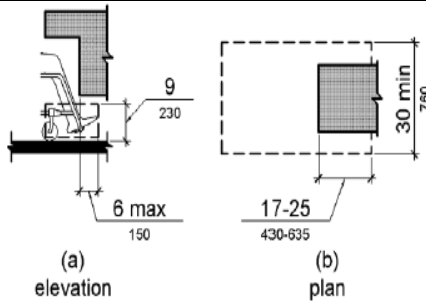
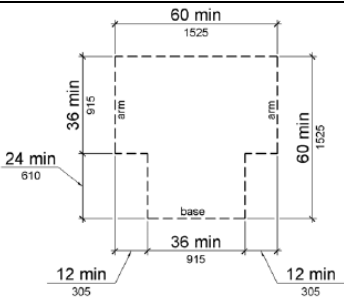


<p>If the door has a closer, does it take at least 5 seconds to close from an open position of 90 degrees to a position of 12 degrees from the latch?</p>			<p>404.2.8.1</p>
<p><b>Rooms and Spaces – stores, supermarkets, libraries, etc.</b></p>			
<p>Are aisles and pathways to goods and services, and to one of each type of sales service counters, at least 36 inches wide?</p>			<p>403.5.1</p>
<p>Are floor surfaces stable, firm, and slip resistant?</p>			<p>302.1</p>
<p>If there is carpet:  Is it no higher than 1/2 inch?  Is it securely attached along the edges?</p>			<p>302.2</p>
<p><b>Rooms and Spaces – Judicial Facilities</b></p>			
<p>If there are central or court-floor holding cells separated by sex and age, does at least one of each type must comply with TAS standards.</p>			<p>231.3.1 231.3.2</p>
<p>Turning Space shall be 60 by 60 inches minimum or a T-shaped turning space 36 inches by 36 inches minimum.</p>			<p>304.3.1 304.3.2</p>
<p>If the court room has benches, do the benches have clear floor space of 30 inches minimum by 48 inches minimum?</p>	 <p>(a) forward</p>		<p>807.2.2 903.2 305.3</p>

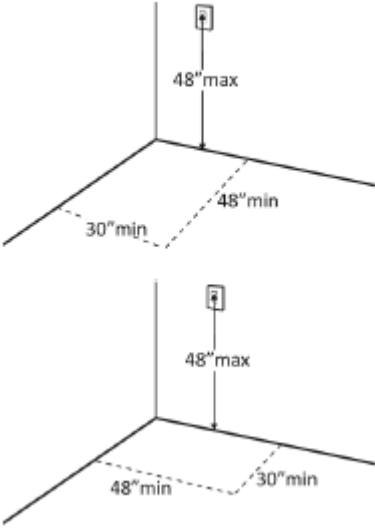
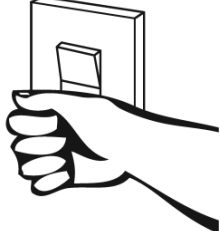
		 <p>(b) parallel</p>		
Are the benches at least 42 inches long minimum and 20 inches deep minimum and 24 inches deep maximum?				807.2.2 903.3
Do the benches have back support? If so, is the back support 42 inches long minimum, extend from a point 2 inches maximum above the seat surface to a point 18 inches minimum above the seat surface? Does the back support measure 2 1/2 inches maximum from the rear edge of the seat measured horizontally?				807.2.2 903.4
Is the bench seat surface height 17 inches minimum and 19 inches maximum above the finish floor or ground?				807.2.2 903.5
Is the surface of the seat slip resistant and will not accumulate water?				807.2.2 903.7
If beds are provided, is there clear floor space of 30 inches minimum by 48 inches minimum provided on at least one side of the bed? Is this positioned for a parallel approach to the side of the bed?				807.2.3 305.3
Is there at least one water closet, one lavatory, and one bathtub or shower provided that is accessible?				807.2.4
Are audible and visible emergency alarm systems provided for the occupant?				807.3.1

If telephones are provided within cells, they shall have volume controls that provide a gain adjustable up to 20 dB minimum. For incremental volume control it must provide at least one intermediate step of 12 dB or gain minimum. An automatic reset shall be provided.				807.3.2 704.3
<b>Rooms and Spaces – Judicial Facilities</b>				
If there are areas that are raised or depressed and accessed by ramps or platform lifts with entry ramps is there an unobstructed turning space that is 60 inches by 60 inches minimum?				808.2
Is there clear floor space 30 inches minimum by 48 inches minimum in the defined area of the jury box or witness stand?				808.3 305.3
Are the judges benches, clerk's stations, bailiffs' stations, deputy clerks' stations, court reports' stations and litigants' and council station accessible?				808.4
Is there a clear floor or ground space of 30 inches minimum by 48 inches minimum for a forward approach to the work stations?				808.3 902.2

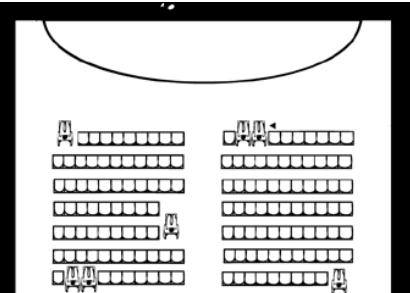
# ADA TRANSITION PLAN

Are the tops of the work surfaces 28 inches minimum and 34 inches maximum above the finish floor or ground?				808.4 306.3
Is there knee clearance under work stations?				808.4 306.3
Is there toe clearance under work stations?				808.4 306.2
<b>Rooms and Spaces – Detention Facilities</b>				
Are at least 2 %, but no fewer than one, of the total number of cells in a facility provided with mobility features? If there are special holding and housing cells at least one cell serving each purpose must have mobility features.				232.2.1 232.3
Turning Space shall be 60 by 60 inches minimum or a T-shaped turning space 36 inches by 36 inches minimum.				807.2.1 304.3.1 304.3.2

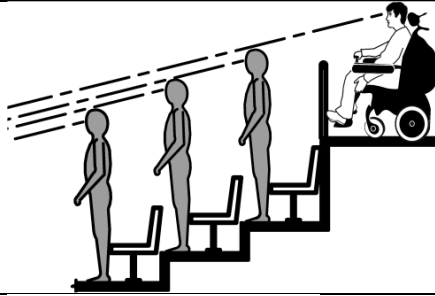

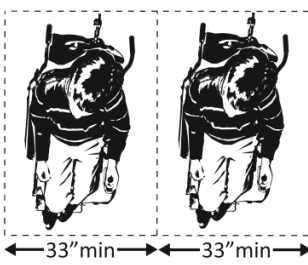
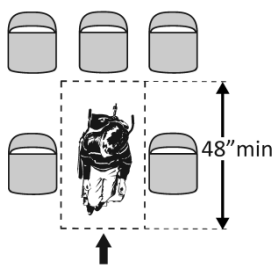
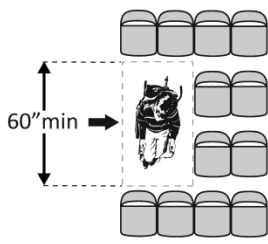
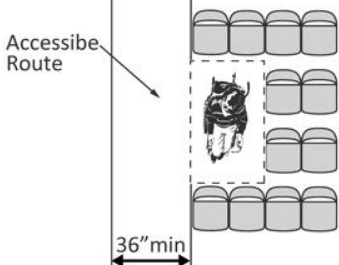
**Controls** – light switches, security and intercom systems, emergency/alarm boxes, etc.

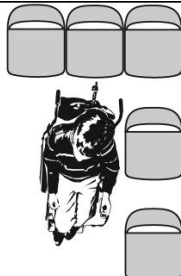


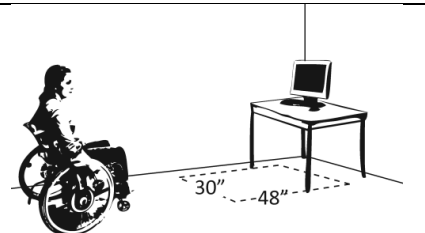
<p>Is there clear floor space at least 30 inches wide by at least 48 inches long for a forward or parallel approach?</p> <p>Are the operable parts no higher than 48 inches above the floor?*</p>				<p>305.3 308 309.3</p>
<p>Can the control be operated with one hand and without tight grasping, pinching, or twisting of the wrist?</p>				<p>309.4</p>

**Seating:** Assembly Areas – theaters, auditoriums, stadiums, theater style classrooms, etc.

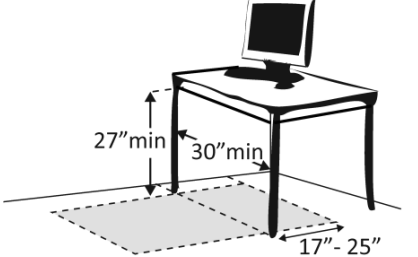
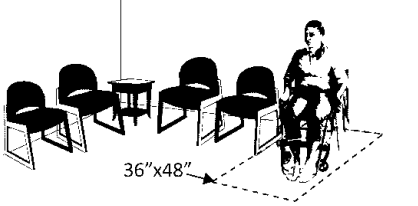
Are an adequate number of wheelchair spaces provided?		<table><tr><th># of Seats</th><th>Wheelchair Spaces</th></tr><tr><td>4 - 25</td><td>1</td></tr><tr><td>26 - 50</td><td>2</td></tr><tr><td>51 - 150</td><td>4</td></tr><tr><td>151 - 300</td><td>5</td></tr><tr><td colspan="2">300+ see 2010 Standards 221.2.1.</td></tr></table>	# of Seats	Wheelchair Spaces	4 - 25	1	26 - 50	2	51 - 150	4	151 - 300	5	300+ see 2010 Standards 221.2.1.			221.2.1
# of Seats	Wheelchair Spaces															
4 - 25	1															
26 - 50	2															
51 - 150	4															
151 - 300	5															
300+ see 2010 Standards 221.2.1.																
Are wheelchair spaces dispersed to allow location choices and viewing angles equivalent to other seating, including specialty seating areas that provide distinct services and amenities?				221.2.3												

# ADA TRANSITION PLAN

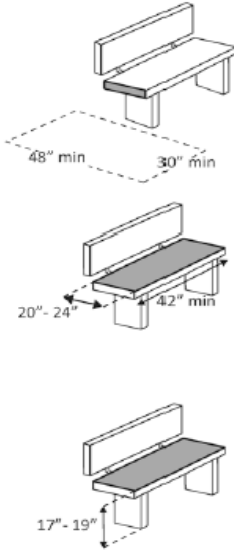
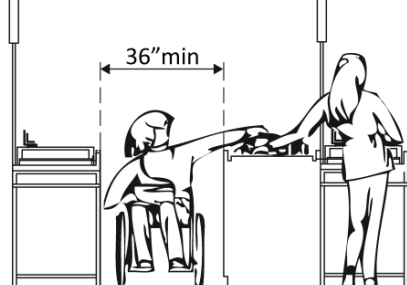
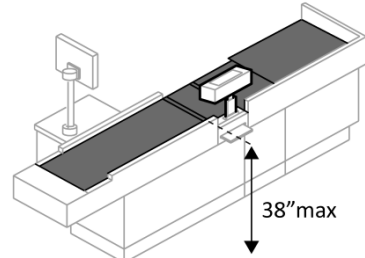
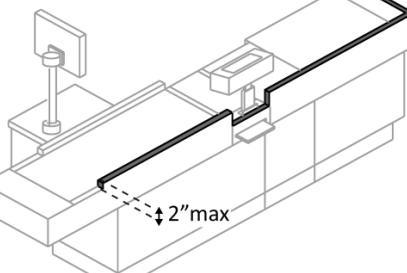
Where people are expected to remain seated, do people in wheelchair spaces have a clear line of sight over and between the heads of others in front of them?		802.1.1.2 802.2.1.1
If there is a single wheelchair space, is it at least 36 inches wide?		802.1.2
If there are two adjacent wheelchair spaces, are they each at least 33 inches wide?		802.1.2
If the wheelchair space can be entered from the front or rear, is it at least 48 inches deep?		802.1.3
If the wheelchair space can only be entered from the side, is it at least 60 inches deep?		802.1.3
Do wheelchair spaces adjoin, but not overlap, accessible routes?		802.1.4

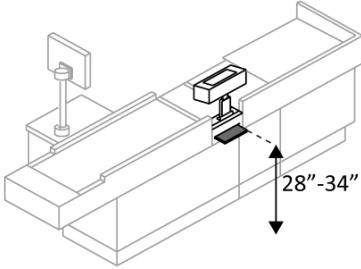

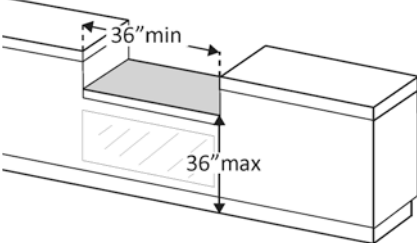
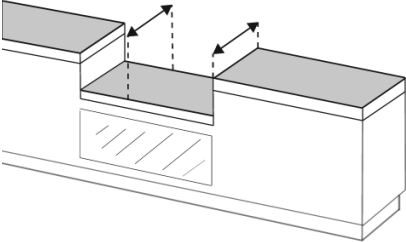
Is there at least one companion seat for each wheelchair space?				221.3
Is the companion seat located so the companion is shoulder-to-shoulder with the person in a wheelchair?				221.3
Is the companion seat equivalent in size, quality, comfort and amenities to seating in the immediate area?				802.3.2
<b>Seating:</b> At dining surfaces (restaurants, cafeterias, bars, etc.) and non-employee work surfaces (libraries, conference rooms, etc.)				
Are at least 5%, but no less than one, of seating and standing spaces accessible for people who use wheelchairs?				226.1
Is there a route at least 36 inches wide to accessible seating?				403.5.1
At the accessible space(s), is the top of the accessible surface no less than 28 inches and no greater than 34 inches above the floor?  Note: If for children, the top should be no less than 26 inches and no greater than 30 inches above the floor.				902.3
Is there a clear floor space at least 30 inches wide by at least 48 inches long for a forward approach?				305.3

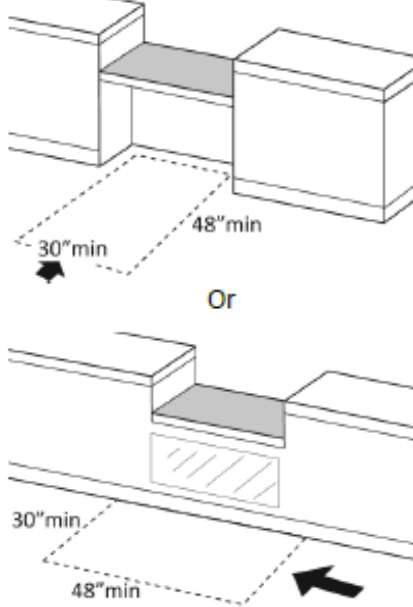
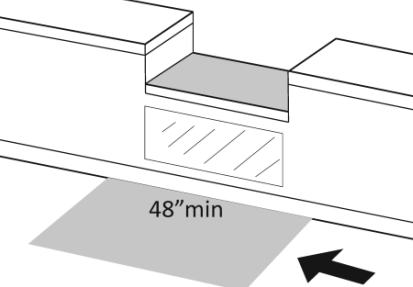
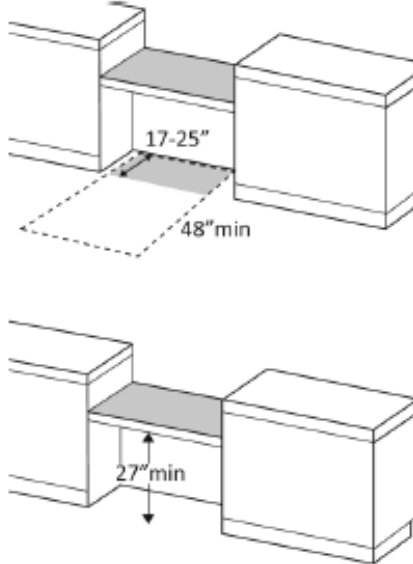
## ADA TRANSITION PLAN

<p>Does it extend no less than 17 inches and no greater than 25 inches under the surface?</p> <p>Is there knee space at least 27 inches high and at least 30 inches wide?</p> <p>Note: If for children, the knee space may be 24 inches high.</p>				<p>306.2</p> <p>306.3</p>
<b>Seating: General</b> – reception areas, waiting rooms, etc.				
<p>Is there at least one space at least 36 inches wide by at least 48 inches long for a person in a wheelchair?</p>				<p>802.1.2</p> <p>802.1.3</p>
<b>Benches</b> – In locker rooms, dressing rooms, fitting rooms This section does not apply to any other benches.				
<p>In locker rooms, dressing rooms, and fitting rooms, is there at least one room with a bench?</p>				<p>222.1</p> <p>803.4</p>

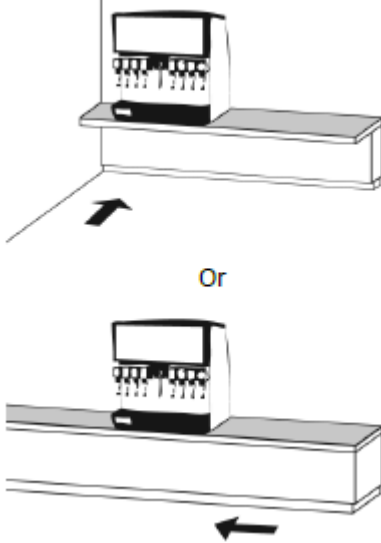
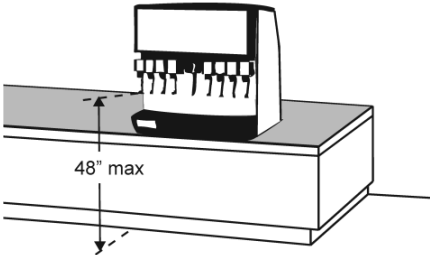
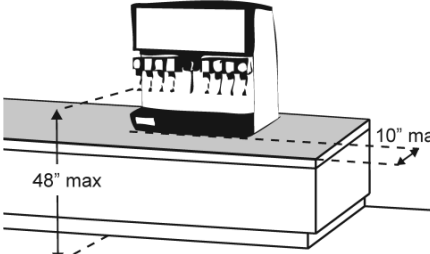
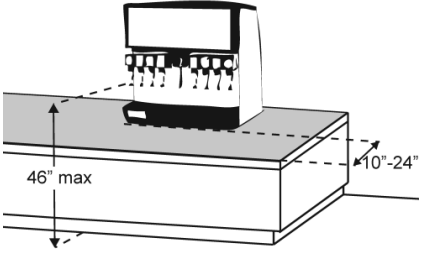


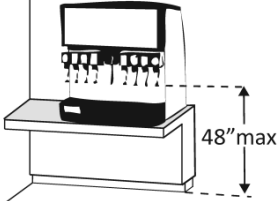
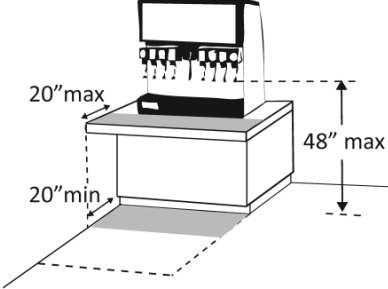
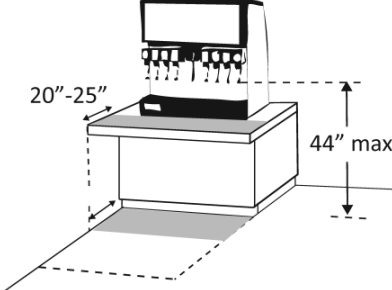
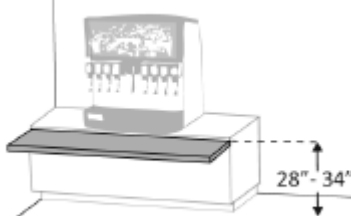
<p>Is there a clear floor space at least 30 inches wide by at least 48 inches long at the end of the bench and parallel to the short axis of the bench?</p> <p>Is the bench seat at least 42 inches long and no less than 20 inches and no greater than 24 inches deep?</p> <p>Does the bench have back support or is it affixed to a wall?</p> <p>Is the top of the bench seat no less than 17 inches and no greater than 19 inches above the floor?</p>				<p>903</p>
<p><b>Check-Out Aisles – supermarkets, large retail stores, etc.</b></p>				
<p>Is the aisle at least 36 inches wide?</p>				<p>904.3.1</p>
<p>Is the counter surface of at least one aisle no higher than 38 inches above the floor?</p>				<p>904.3.2</p>
<p>Is the top of the counter edge protection no higher than 2 inches above the counter surface?</p>				<p>904.3.2</p>


<p>If there is a check writing surface, is the top no less than 28 inches and no greater than 34 inches above the floor?</p>				<p>904.3.3</p>
<p>If there is more than one check-out aisle is there a sign with the International Symbol of Accessibility at the accessible aisle?</p>				<p>216.11</p>
<p><b>Sales and Service Counters – banks, stores, dry cleaners, auto repair shops, fitness clubs, etc.</b></p>				
<p>Is there a portion of at least one of each type of counter that is:</p> <p>No higher than 36 inches above the floor?</p> <p>At least 36 inches long?</p>				<p>904.4.1</p>
<p>Does the accessible portion of the counter extend the same depth as the counter top?</p>				<p>904.4</p>

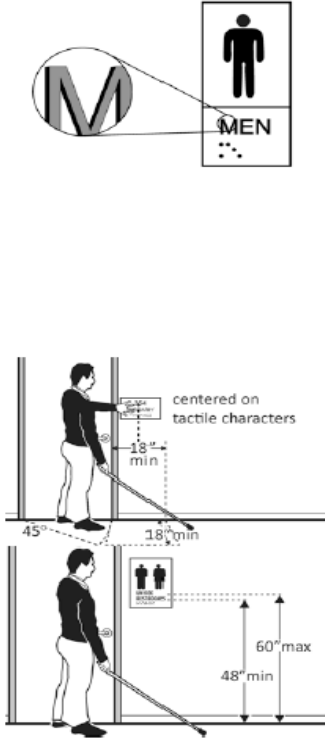
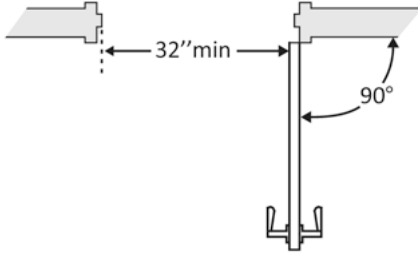
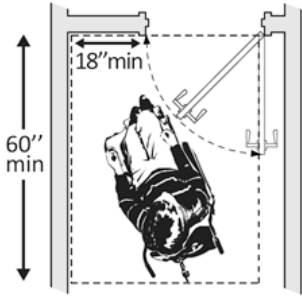
<p>Is there a clear floor space at least 30 inches wide by at least 48 inches long for a forward or parallel approach?</p>				<p>904.4</p>
<p>For a parallel approach, is the clear floor space positioned with the 48 inches adjacent to the accessible length of counter?</p>				<p>904.4.1</p>
<p>For a forward approach:</p> <p>Do no less than 17 and no greater than 25 inches of the clear floor space extend under the accessible length of the counter?</p> <p>Is there at least 27 inches clearance from the floor to the bottom of the counter?</p>				<p>306.2.2 306.2.3 306.3.1</p>

**Food Service Lines – in cafeterias, salad bars, eat-in fast food establishments, etc.**

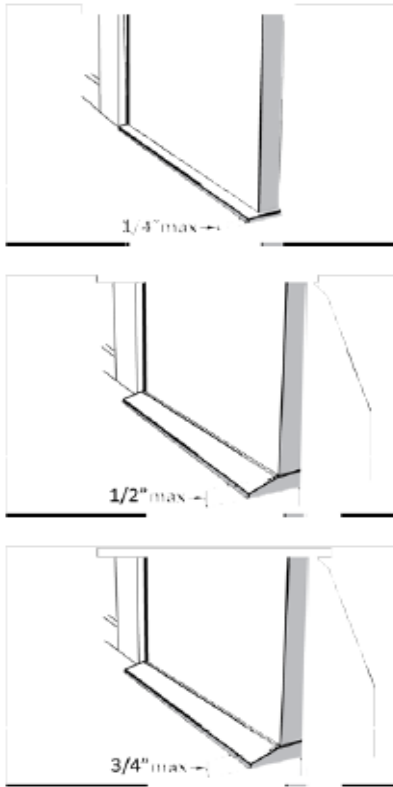
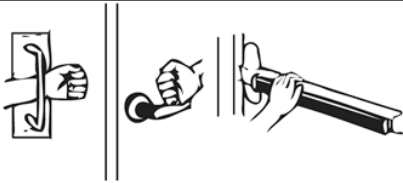
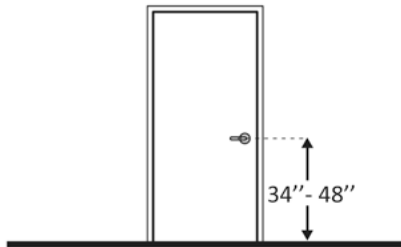
Does at least one of each type of self-service shelf or dispensing device for tableware, dishware, condiments, food and beverages have a forward or parallel approach?				904.5.1
If there is an unobstructed parallel approach, is the shelf or dispensing device no higher than 48 inches above the floor?				308.3.1
If there is a shallow obstruction no deeper than 10 inches with a parallel approach, is the shelf or dispensing device no higher than 48 inches above the floor?				308.3.1
If there is an obstruction no less than 10 inches and no greater than 24 inches deep with a parallel approach, is the shelf or dispensing device no higher than 46 inches above the floor?				308.3.2

<p>If there is an unobstructed forward approach, is the shelf or dispensing device no higher than 48 inches above the floor?</p>				<p>308.2.1</p>
<p>IF there is an obstruction no deeper than 20 inches with a forward approach:</p> <p>Does clear floor space extend under the obstruction that is at least the same depth as the obstruction?</p> <p>Is the shelf or dispensing device no higher than 48 inches above the floor?</p>				<p>904.5.1</p>
<p>If the obstruction is no less than 20 inches and no greater than 25 inches deep with a forward approach:</p> <p>Does clear floor space extend under the obstruction that is at least the same depth as the obstruction?</p> <p>Is the shelf or dispensing device no higher than 44 inches above the floor?</p>				<p>904.5.1</p>
<p>If there is a tray slide, is the top no less than 28 inches and no greater than 34 inches above the floor?</p>				<p>904.5.2</p>

Priority 3 - Restrooms			Comments	References
If toilet rooms are available to the public, is at least one toilet room accessible? (Either one for each sex, or one unisex.) Note: if toilet rooms are chiefly for children, e.g., in elementary schools and day care centers, use the children's specifications in Toilets – 604.1, 604.8, 604.9, 609.4, and Lavatories and Sinks – 606.2.				
Are there signs at inaccessible toilet rooms that give directions to accessible toilet rooms? (See 2010 TAS – 216.8)				
If not all toilet rooms are accessible, is there a sign at the accessible toilet room with the International Symbol of Accessibility?				216.8
Accessible Route				
Is there an accessible route to the accessible toilet room?				206.2.4

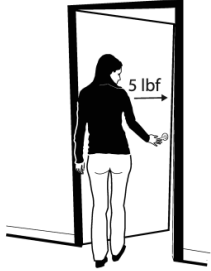
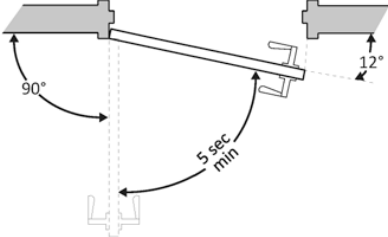
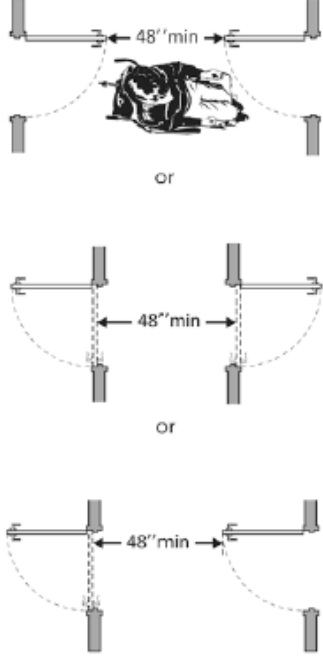
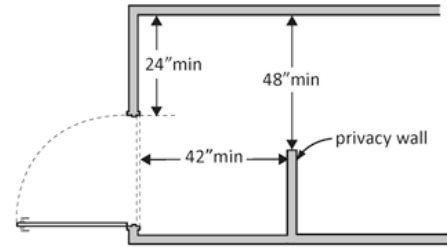
Signs at Toilet Rooms				
<p>Do text characters contrast with their backgrounds?</p> <p>Are text characters raised?</p> <p>Is there Braille?</p> <p>Is the sign mounted: On the wall on the latch side of the door?</p> <p>Note: Signs are permitted on the push side of doors with closers and without hold-open devices.</p> <p>With clear floor space beyond the arc of the door swing between the closed position and 45-degree open position, at least 18 x 18 inches centered on the tactile characters?*</p> <p>So the baseline of the lowest character is at least 48 inches above the floor and the baseline of the highest character is no more than 60 inches above the floor?*</p>			<p>Note: if the sign is at double doors with one active leaf, the sign should be on the inactive leaf; if both leaves are active, the sign should be on the wall to the right of the right leaf.</p>	<p>703.5</p> <p>703.2</p> <p>703.3</p> <p>703.4.1</p> <p>703.4.2</p>
Entrance				
<p>Is the door opening width at least 32 inches clear, between the face of the door and the stop, when the door is open 90 degrees?</p>				<p>404.2.3</p>
<p>If there is a front approach to the pull side of the door is there at least 18 inches of maneuvering clearance beyond the latch side plus 60 inches clear depth?</p> <p>Note: See 2010 Standards 404.2.4 for maneuvering clearance requirements on the push side of the door and side approaches to the pull side of the door.</p>				<p>404.2.4</p>

# ADA TRANSITION PLAN

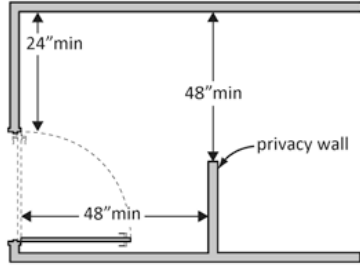

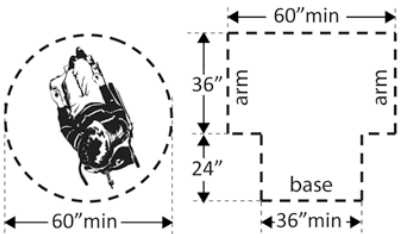
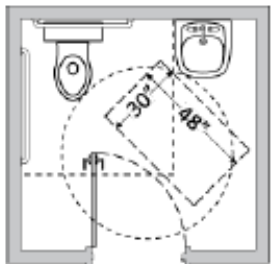
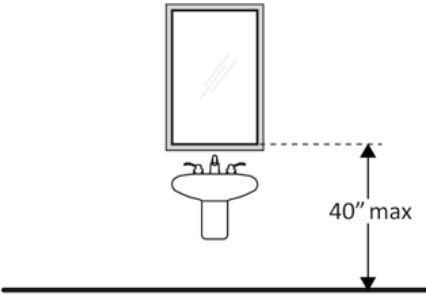
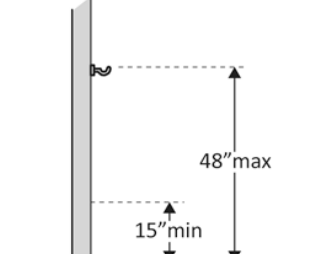
On both sides of the door, is the floor surface of the maneuvering clearance level (no steeper than 1:48)?				
<p>If the threshold is vertical is it no more than 1/4 inch high?</p> <p>Or</p> <p>No more than 1/2 inch high with the top 1/4 inch beveled no steeper than 1:2.</p> <p>Or</p> <p>No more than 3/4 inch high with the top 1/2 inch beveled no steeper than 1:2.</p> <p>Note: The first 1/4 inch of the 1/2 or 3/4 inch threshold may be vertical; the rest must be beveled.</p>				<p>303.2</p> <p>404.2.5</p>
<p>Is the door equipped with hardware that is operable with one hand and does not require tight grasping, pinching, or twisting of the wrist?</p> <p>Door handle?</p> <p>Lock (if provided)?</p>				<p>404.2.7</p>
Are the operable parts of the door hardware mounted no less than 34 inches and no greater than 48 inches above the floor?				<p>404.2.7</p>

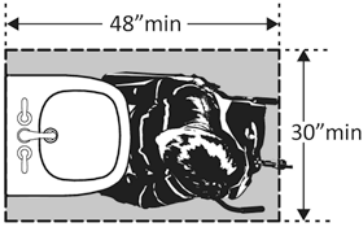
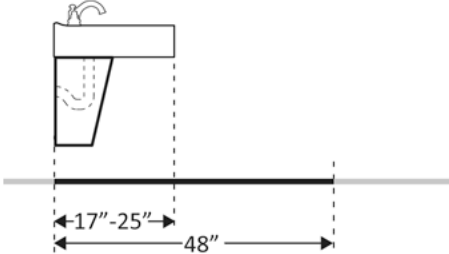
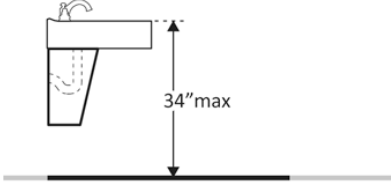
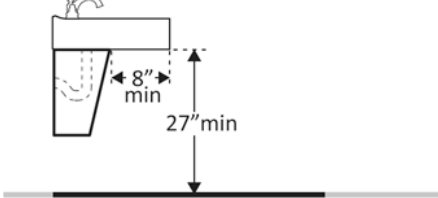
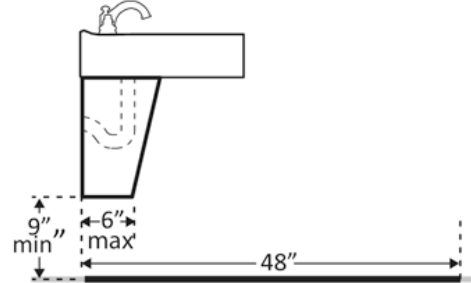
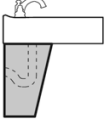


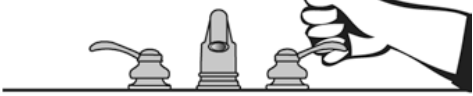
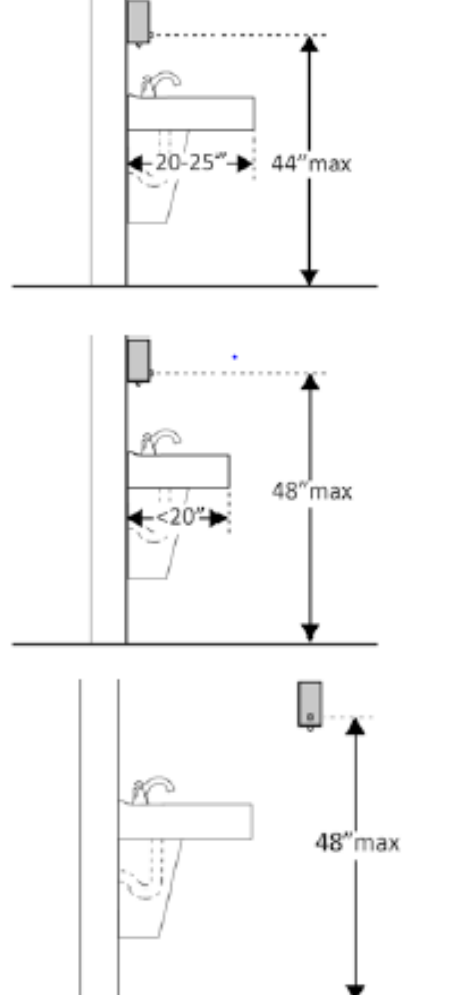
# ADA TRANSITION PLAN

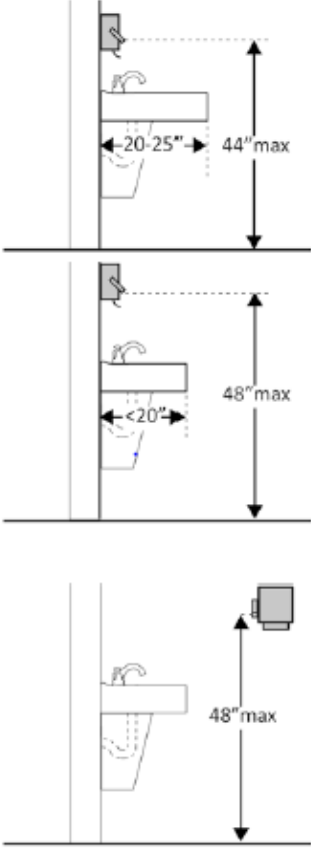
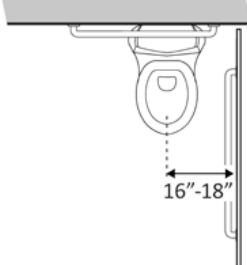
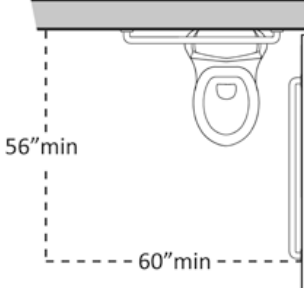
<p>Can the door be opened easily (5 pounds maximum force)?</p> <p>Note: You can use a pressure gauge or fish scale to measure force. If you do not have one you will need to judge whether the door is easy to open.</p>				404.2.9
<p>If the door has a closer, does it take at least 5 seconds to close from an open position of 90 degrees to a position of 12 degrees from the latch?</p>				404.2.8.1
<p>If there are two doors in a series, e.g. vestibule, is the distance between the doors at least 48 inches plus the width of the doors when swinging into the space?</p>				404.2.6
<p>If there is a privacy wall and the door swings out, is there at least 24 inches of maneuvering clearance beyond the door latch side and 42 inches to the privacy wall?</p>				404.2.4

# ADA TRANSITION PLAN

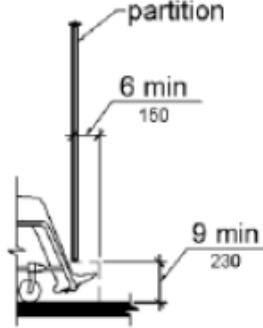
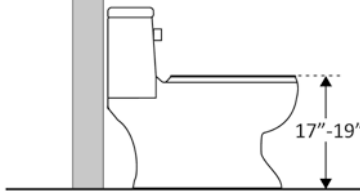
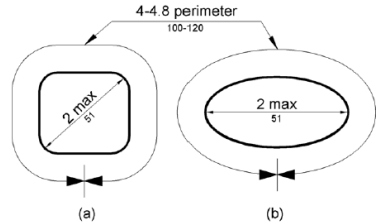
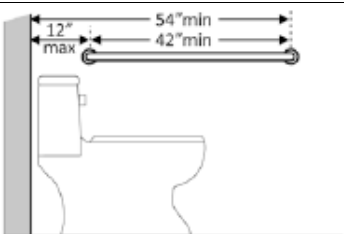
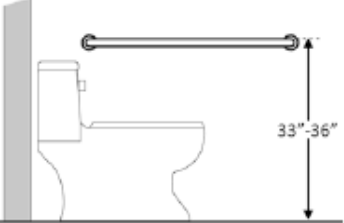
<p>If there is a privacy wall and the door swings in, is there at least 24 inches of maneuvering clearance beyond the door latch side and at least 48 inches to the privacy wall if there is no door closer or at least 54 inches if there is a door closer?</p>		<p>404.2.4</p>
<p><b>In the Toilet Room</b></p>		
<p>Is there a clear path to at least one of each type of fixture, e.g. lavatory, hand dryer, etc. that is at least 36 inches wide?</p>		<p>403.5.1</p>
<p>Is there clear floor space available for a person in a wheelchair to turn around, i.e. a circle at least 60 inches in diameter or a T-shaped space within a 60-inch square?</p>		<p>603.2.1</p>
<p>In a single user toilet room if the door swings in and over a clear floor space at a n accessible fixture, is there a clear floor space at least 30 x 48 inches beyond the swing of the door?</p>		<p>603.2.3 Exception 2</p>
<p>If the mirror is over a lavatory or countertop, is the bottom edge of the reflecting surface no higher than 40 inches above the floor? Or If the mirror is not over the lavatory or countertop, is the bottom edge of the reflecting surface no higher than 35 inches above the floor?*</p>		<p>603.3</p>
<p>If there is a coat hook, is it no less than 15 inches and no greater than 48 inches above the floor?*</p>		<p>603.4</p>

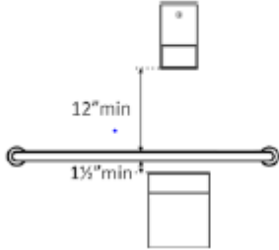
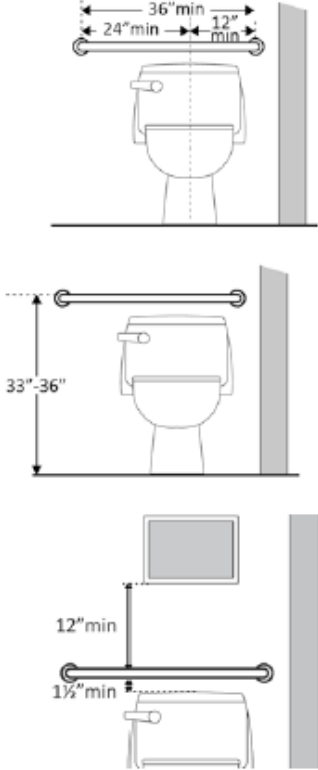
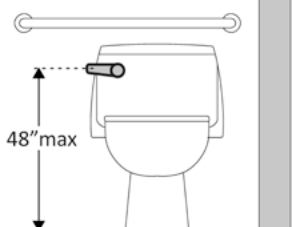
<b>Lavatories</b> The 2010 standards refer to sinks in toilet rooms as lavatories.				
Does at least one lavatory have a clear floor space for a forward approach at least 30 inches wide and 48 inches long?				606.2
Do no less than 17 inches and no greater than 25 inches of the clear floor space extend under the lavatory so that a person using a wheelchair can get close enough to reach the faucet?				306.2
Is the front of the lavatory or counter surface, whichever is higher, no more than 34 inches above the floor?				606.3
Is there at least 27 inches clearance from the floor to the bottom of the lavatory that extends at least 8 inches under the lavatory for knee clearance?				306.3.3
Is there toe clearance at least 9 inches high?  Note: Space extending greater than 6 inches beyond the available toe clearance at 9 inches above the floor is not considered to clearance.				306.3.3
Are pipes below the lavatory insulated or otherwise configured to protect against contact?				606.5

<p>Can the faucet be operated without tight grasping, pinching, or twisting of the wrist?</p> <p>Is the force required to activate the faucet no greater than 5 pounds?</p>				<p>606.4</p>
<p><b>Soap Dispensers and Hand Dryers</b></p>				
<p>Are the operable parts of the soap dispenser within one of the following reach ranges:</p> <p>Above lavatories or counters no less than 20 inches and no greater than 25 inches deep: no higher than 44 inches above the floor?</p> <p>Above lavatories less than 20 inches deep: no higher than 48 inches above the floor?</p> <p>Not over an obstruction: no higher than 48 inches above the floor?</p>				<p>308.2 308.2.2</p>

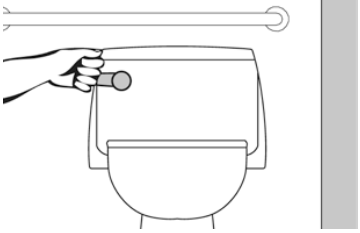
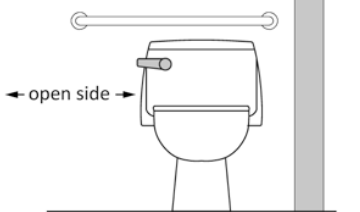
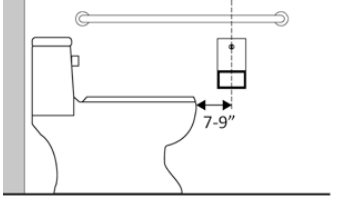
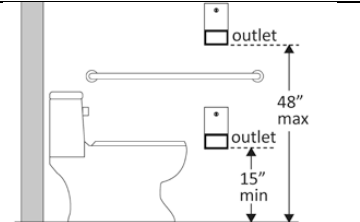
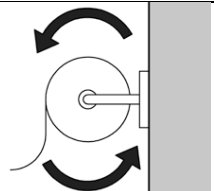
<p>Are the operable parts of the hand dryer or towel dispenser within one of the following reach ranges:</p> <p>Above lavatories or counters no less than 20 inches and no greater than 25 inches deep: no higher than 44 inches above the floor?</p> <p>Above lavatories less than 20 inches deep: no higher than 48 inches above the floor:</p> <p>Not over an obstruction: no higher than 48 inches above the floor?</p> <p>Can the operable parts of the hand dryer or towel dispenser be operated without tight grasping, pinching, or twisting of the wrist?</p> <p>Is the force required to activate the hand dryer or towel dispenser no greater than 5 pounds?</p>				<p>308.2 309.4</p>
<p><b>Water Closets in Single-User Toilet Rooms and Compartments (Stalls)</b></p>				
<p>Is the centerline of the water closet no less than 16 inches and no greater than 18 inches from the side wall or partition?</p>				<p>604.2</p>
<p>Is clearance provided around the water closet measuring at least 60 inches from the side wall and at least 56 inches from the rear wall?*</p>				<p>604.3.1</p>

# ADA TRANSITION PLAN

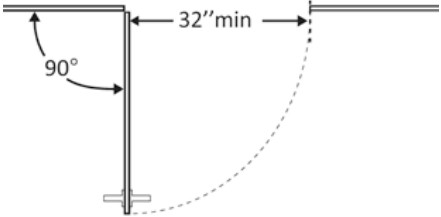
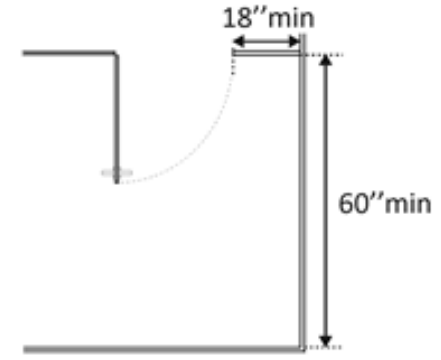
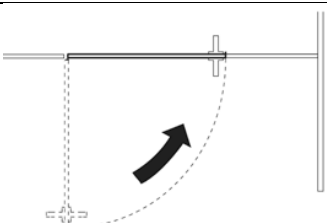
Does the front partition and at least one side partition provide toe clearance of 9 inches minimum above the finished floor and 6 inches deep minimum beyond the compartment-side face of the partition?				604.8.1.4
Is the height of the water closet no less than 17 inches and no greater than 19 inches above the floor measured to the top of the seat?				604.4
Do grab bars with a circular cross section have an outside diameter of 1 1/4 inch minimum and 2 inches maximum?				609.2.1
Do no circular grab bars have a cross section dimension of 2 inches maximum and perimeter dimension of 4 inches minimum and 4.8 inches maximum?				609.2.2
Are the grab bars securely attached to the wall or partition?				609.8
Is there a grab bar at least 42 inches long on the side wall?				604.5.1 609.3 609.4
Is it located no more than 12 inches from the rear wall?				
Does it extend at least 54 inches from the rear wall?				
Is it mounted no less than 33 inches and no greater than 36 inches above the floor to the top of the gripping surface?				
Is there at least 12 inches clearance between the grab bar and protruding objects above?*				


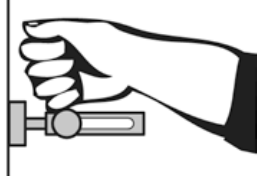
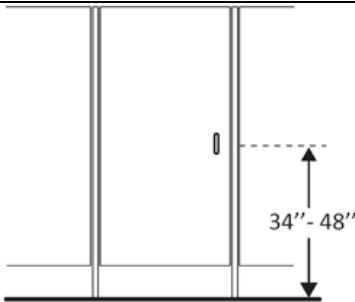
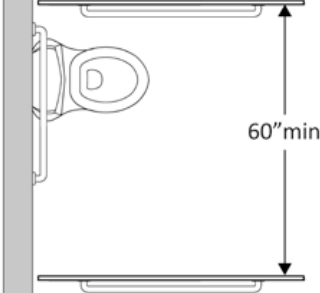
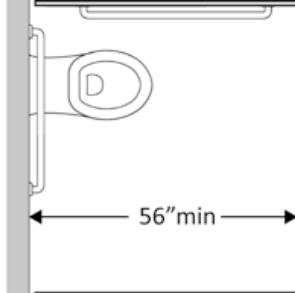
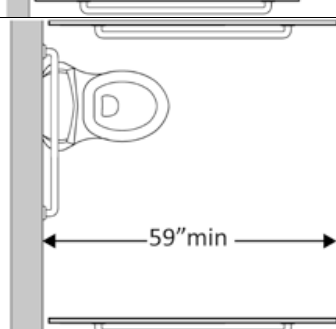
<p>Is there at least 1 ½ inches clearance between the grab bar and projecting objects below?*</p> <p>Is the space between the wall and the grab bar 1 ½ inches?</p>				
<p>Is there a grab bar at least 36 inches long on the rear wall?</p> <p>Does it extend at least 12 inches from the centerline of the water closet on one side (side wall)?</p> <p>Does it extend at least 24 inches on the other (open) side?</p> <p>Is it mounted no less than 33 inches and no greater than 36 inches above the floor to the top of the gripping surface?</p> <p>Are there at least 12 inches clearance between the grab bar and protruding objects above?*</p> <p>Are there at least 1 ½ inches clearance between the grab bar and projecting objects below?*</p> <p>Is the space between the wall and grab bar 1 ½ inches?</p>				604.5.2 609.3 609.4
<p>Are the grab bars and any wall and other surfaces adjacent to the grab bars free of sharp or abrasive elements, and with rounded edges?</p>				609.5
<p>Do the grab bars rotate in their fittings?</p>				609.6
<p>If the flush control is hand operated, is the operable part located no higher than 48 inches above the floor?</p>				604.6

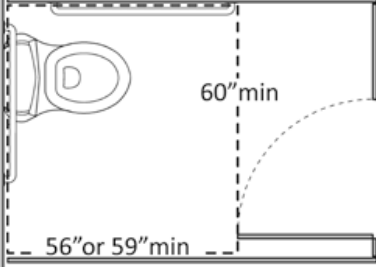
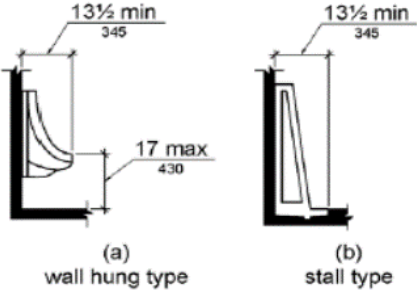
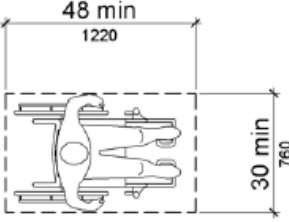
# ADA TRANSITION PLAN

<p>If the flush control is hand operated, can it be operated with one hand and without tight grasping, pinching, or twisting of the wrist?</p> <p>Is the force required to activate the flush control no greater than 5 pounds?</p>				605.4
<p>Is the flush control on the open side of the water closet?</p>				604.6
<p>Is the toilet paper dispenser located no less than 7 inches and no greater than 9 inches from the front of the water closet to the centerline of the dispenser?</p>				604.7
<p>Is the outlet of the dispenser:</p> <p>Located no less than 15 inches and no greater than 48 inches above the floor?</p> <p>No located behind grab bars?</p>				604.7
<p>Does the dispenser allow continuous paper flow?</p>				604.7
<p>If shelves are provided in the stall:</p> <p>Are they located 40 inches minimum and 48 inches maximum above the floor?</p>				604.8.3



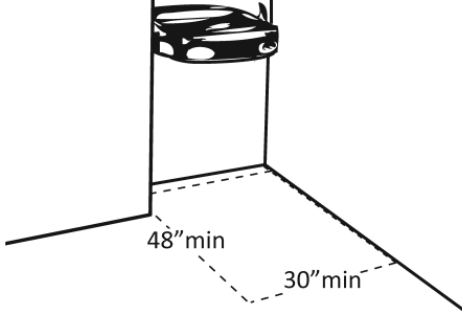
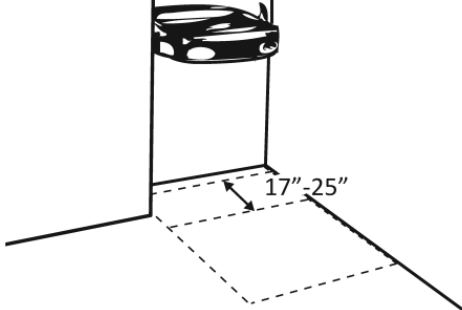
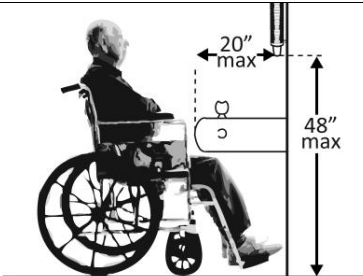
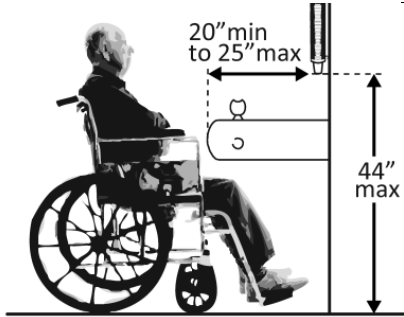
<p>If coat hooks are provided:</p> <p>Are they 15 inches minimum and 48 inches maximum above the floor?</p> <p>Or</p> <p>Placed 48 inches maximum with a forward reach depth of 20 inches or 44 inches maximum with a forward reach depth of 25 inches maximum?</p> <p>Or</p> <p>Placed 48 inches maximum with a side reach depth of 10 inches maximum or 46 inches maximum with a side reach depth of 24 inches maximum?</p>				<p>308.2 604.8.3</p>
<b>Toilet Compartments (Stalls)</b>				
<p>Is the door opening width at least 32 inches clear, between the face of the door and the stop, when the door is open 90 degrees?</p>				<p>604.8.1.2</p>
<p>If there is a front approach to the pull side of the door, is there at least 18 inches of maneuvering clearance beyond the latch side plus 60 inches clear depth?</p> <p>Note: See 2010 Standards 604.8.1.2 Doors for maneuvering clearance requirements on the push side of the door and side approaches to the pull side of the door.</p>				
<p>Is the door self-closing?</p>				<p>604.8.1.2</p>


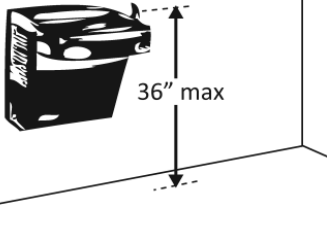
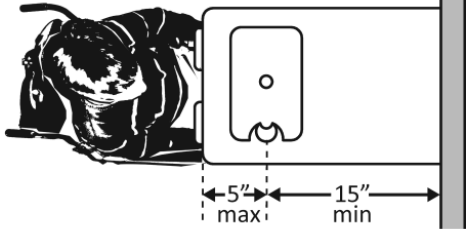
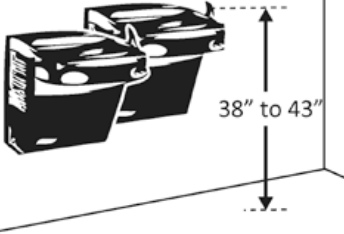
Are there door pulls on both sides of the door that are operable with one hand and do not require tight grasping, pinching, or twisting of the wrist?*				604.8.1.2
Is the lock operable with one hand and without tight grasping, pinching, or twisting of the wrist?				309.4
Are the operable parts of the door hardware mounted no less than 34 inches and no greater than 48 inches above the floor?				404.2.7
Is the compartment at least 60 inches wide?				604.8.1.1
If the water closet is wall hung, is the compartment at least 56 inches deep?				604.8.1.1
If the water closet is floor mounted, is the compartment at least 59 inches deep?				604.8.1.1

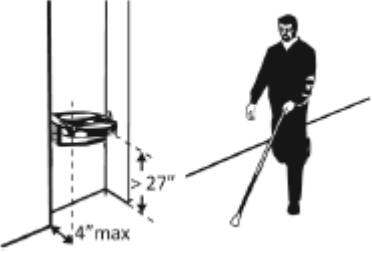
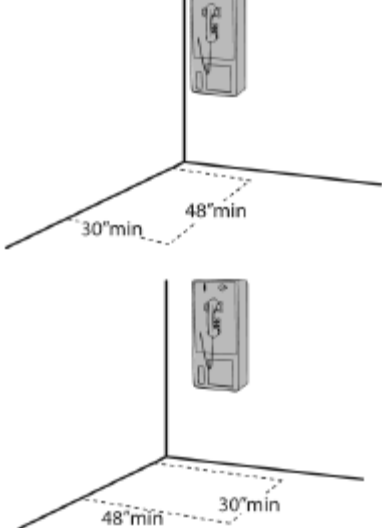
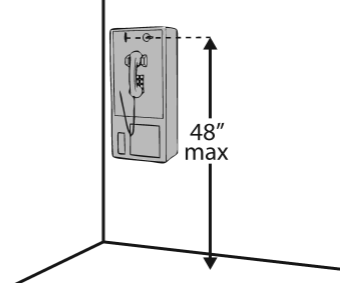
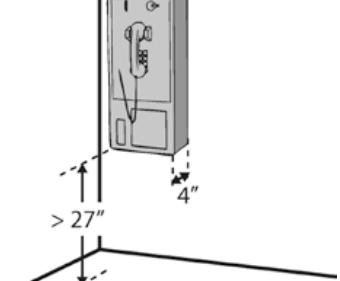
<p>If the door swings in, is the minimum required compartment area provided beyond the swing of the door (60 inches x 56 inches if water closet is wall hung or 59 inches if water closet is floor mounted)?</p>		<p>604.8.1.1</p>
<p><b>Urinals</b></p>		
<p>Is the rim of the urinal 17 inches maximum above the finish floor? Is the urinal 13 ½ inches deep minimum measured from the outer face of the urinal rim to the back of the fixture?</p>	 <p>(a) wall hung type      (b) stall type</p>	<p>605.2</p>
<p>Is there a clear floor space of 30 inches x 48 inches minimum?</p>		<p>605.3</p>
<p>Flush controls can be manual or automatic, if they are manual, are they:</p> <p>Operable with one hand and don't require tight grasping, pinching, or twisting of the wrist?</p> <p>Are they placed 15 inches minimum and 48 inches maximum above the floor?</p> <p>Or</p> <p>Placed 48 inches maximum with a forward reach depth of 20 inches or 44 inches maximum with a forward reach depth of 25 inches maximum?</p>		<p>308.2.1 308.2.2 308.3.1 308.3.2 309.3 309.4 605.4</p>






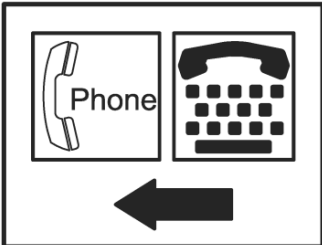
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Or  Placed 48 inches maximum with a side reach depth of 10 inches maximum or 46 inches maximum with a side reach depth of 24 inches maximum?				




Priority 4 – Additional Access		Comments	References
<b>Drinking Fountains</b>			
Does at least one drinking fountain have a clear floor space at least 30 inches wide x at least 48 inches long centered in front of it for a forward approach?*			602.2
If there is a forward approach, do no less than 17 inches and no greater than 25 inches of the clear floor space extend under the drinking fountain?  Note: If the drinking fountain is primarily for children's use and the spout is no more than 30 inches above the floor and no more than 3 ½ inches from the edge of the unit, a parallel approach is permitted.			
If the drinking fountain is no deeper than 20 inches, are the operable parts no higher than 48 inches above the floor?			308.2.2
If the drinking fountain is no less than 20 inches and no greater than 25 inches deep, are the operable parts no higher than 44 inches above the floor?			308.2.2

<p>Can the control be operated with one hand and without tight grasping, pinching, or twisting of the wrist?</p> <p>Is the force required to activate the control no more than 5 pounds?</p>			309.4
<p>Is the spout outlet no higher than 36 inches above the floor?</p>			602.4
<p>Is the spout:</p> <p>At least 15 inches from the rear of the drinking fountain?</p> <p>No more than 5 inches from the front of the drinking fountain?</p>			602.5
<p>If there is more than one drinking fountain, is there at least one for standing persons?</p> <p>Is the spout outlet no lower than 38 inches and no higher than 43 inches above the floor?</p>			211.2 602.7

<p>If the leading (bottom) edge of the fountain is higher than 27 inches above the floor, does the front of the fountain protrude no more than 4 inches into the circulation path?</p>			<p>307.2</p>
<p><b>Public Telephones</b></p>			
<p>Does at least one telephone have a clear floor space at least 30 inches wide x at least 48 inches long for a parallel or forward approach?</p>			<p>704.2.1</p>
<p>Is the highest operable part of the telephone no higher than 48 inches above the floor?</p>			<p>704.2.2</p>
<p>If the leading (bottom) edge of the telephone is higher than 27 inches above the floor, does the front of the telephone protrude no more than 4 inches into the circulation path?</p>			<p>307.2</p>

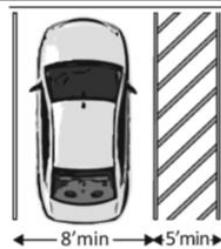
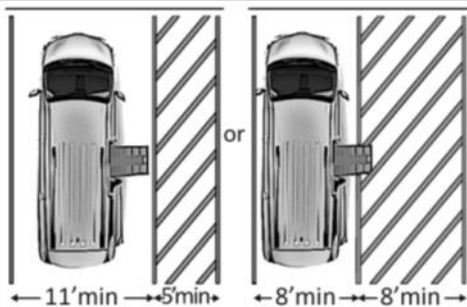

Does at least one telephone have a volume control?			704.3
Is the volume control identified by a pictogram of a telephone handset with radiating sound waves?			703.7.2.3
Does at least one telephone have a TTY?  Note: TTY's are devices that employ interactive text-based communication through the transmission of coded signals across the telephone network. They are mainly used by people who are deaf and/or cannot speak.			217.4.1
Is the touch surface of the TTY keypad at least 34 inches above the floor?  Note: if a seat is provided, the TTY is not required to be 34 inches minimum above the floor.			704.4.1
Is the TTY identified by the International Symbol of TTY?			703.7.2.2
Do signs that provide direction to public telephones also provide direction to the TTY?			216.9.2

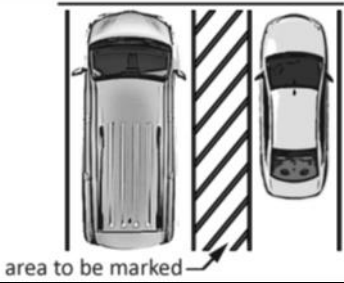
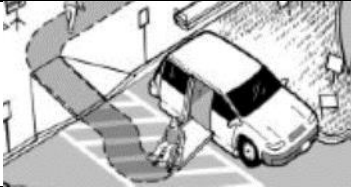
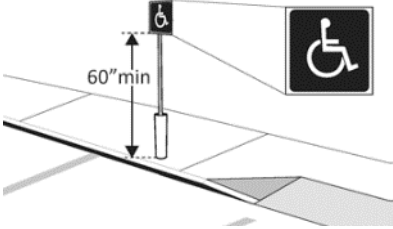
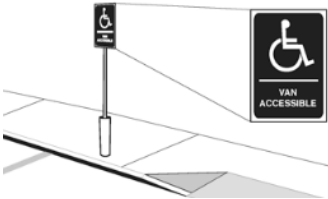


Do telephones that do not have a TTY provide direction to the TTY?				216.9.2
<b>Fire Alarm Systems</b>				
If there are fire alarm systems, do they have both flashing lights and audible signals?				702.1


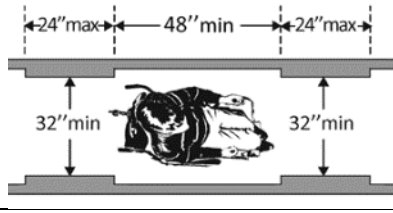
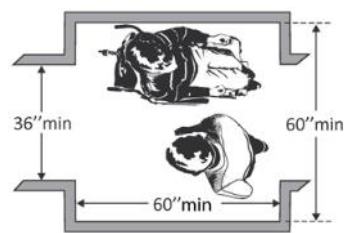
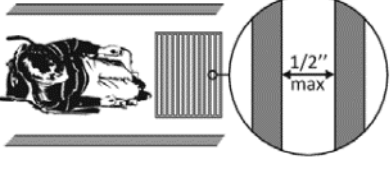
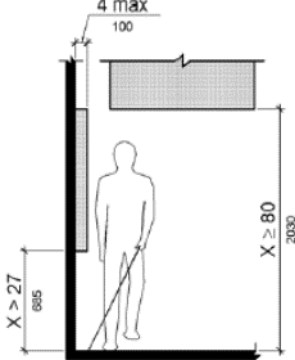
Play Areas			Comments	Reference
<b>Play Areas</b> (2010 Standards – 206, 240, & 1008) Note: Play areas for children under age 2 and play areas in family child care facilities where the proprietor resides do not have to comply.				
Is there an accessible route to the entrance of the play area?				
If there are separate play areas within a site for specific age groups, is there an accessible route to each play area?				
Is there an accessible route within the play area connecting ground level play components that are on an accessible route including the entry and exit points of those components?				
<b>Priority 1: Approach and Entrance</b>				
<b>Parking</b> Accessible parking spaces should be identified by size, access aisle, and signage.				
Is there at least one route from site arrival points (parking, passenger loading zones, public sidewalks, and public transportation stops) that does not require the use of stairs?				206.2.1

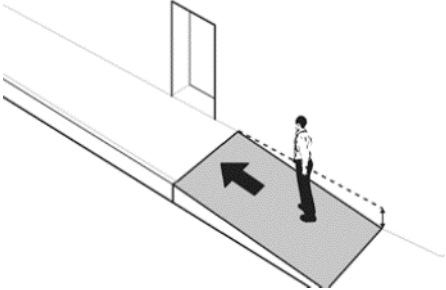
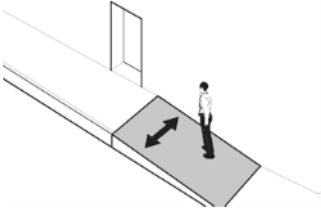
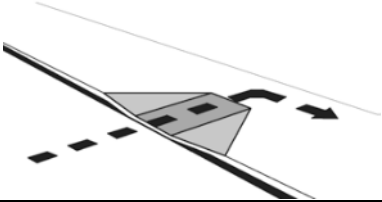
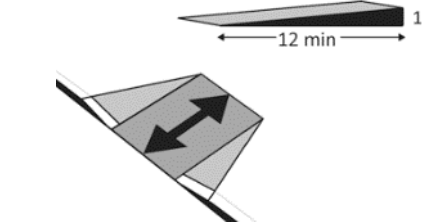
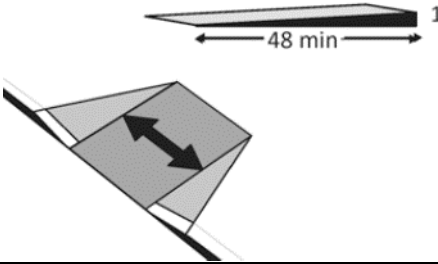
# ADA TRANSITION PLAN

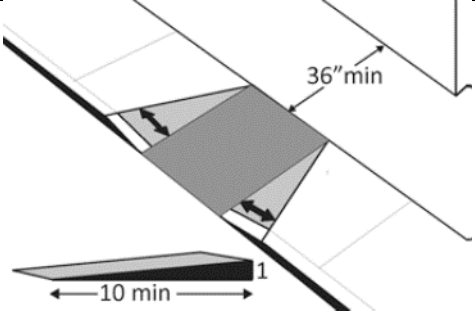
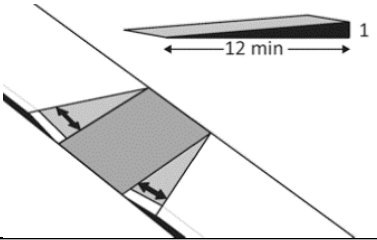
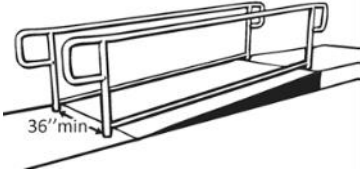
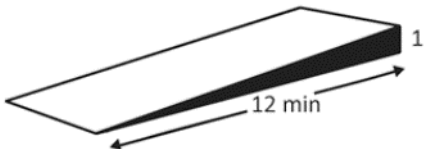
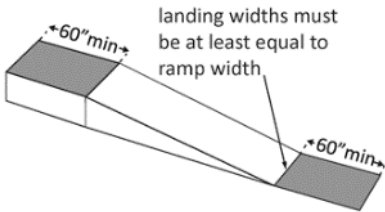
Are the minimum number of accessible parking spaces provided, based on the total number of available parking spaces?	<table> <tr> <th>Total Spaces</th> <th>Accessible Spaces</th> </tr> <tr> <td>1 - 25</td> <td>1</td> </tr> <tr> <td>26 - 50</td> <td>2</td> </tr> <tr> <td>51 - 75</td> <td>3</td> </tr> <tr> <td>76 - 100</td> <td>4</td> </tr> <tr> <td colspan="2">100+ see 2010 Standards 208.2</td> </tr> </table>	Total Spaces	Accessible Spaces	1 - 25	1	26 - 50	2	51 - 75	3	76 - 100	4	100+ see 2010 Standards 208.2			502 208.2
Total Spaces	Accessible Spaces														
1 - 25	1														
26 - 50	2														
51 - 75	3														
76 - 100	4														
100+ see 2010 Standards 208.2															
Are the accessible spaces the ones closest to an accessible entrance?  Note: If parking serves multiple entrances, accessible parking should be dispersed.			208.3.1												
Of the accessible spaces, is at least one a van accessible space?*	*For every 6 or fraction of 6 parking spaces required by the table above, at least 1 should be a van accessible space.		208.2.4												
Is there an access aisle serving the parking spaces and adjoining an accessible route? Two parking spaces shall be permitted to share a common access aisle.			502.3												
Are accessible car parking spaces at least 96 inches wide and an access aisle at least 60 inches wide.			502.2 502.3												
Are van accessible parking spaces at least 132 inches wide? Van parking spaces are permitted to be 96 inches wide minimum where the access aisle is 96 inches wide minimum.			502.2 Exception												
Is at least 98 inches of vertical clearance provided for the van accessible space?			502.5												

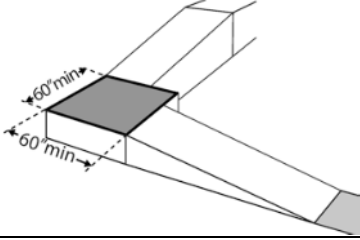
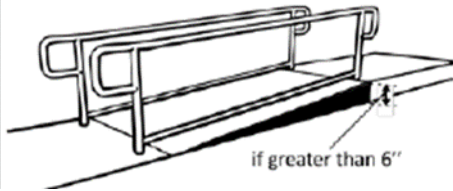
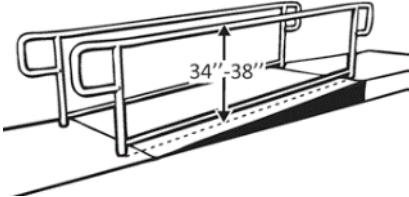
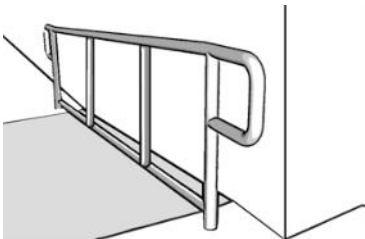
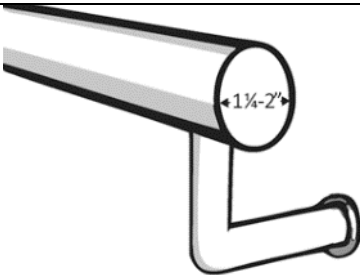
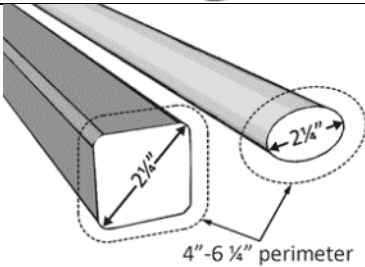
Is the access aisle marked so as to discourage parking in it?				502.3.3
Does the access aisle overlap the vehicular way?				502.3.4
Do angled van parking spaces have access aisles located on the passenger side of the parking space?				502.3.4
Are all accessible parking spaces, including access aisles stable, firm and slip resistant? Are the access aisles the same level as the parking spaces they serve?				302.1 502.4
Does the access aisle adjoin an accessible route?				502.3
Are accessible spaces identified with a sign that includes the International Symbol of Accessibility?  Is the bottom of the sign at least 60 inches above the ground?				502.6
Are signs reading "van accessible" at van accessible spaces?				502.6
Are all parking spaces and access aisles designed so that cars and vans, when parked, cannot obstruct the required clear width of adjacent accessible routes?				502.7
<b>Exterior Accessible Route</b>				
Is the route stable, firm, and slip-resistant?				302.1
Is there route of travel that does not require the use of stairs?				

# ADA TRANSITION PLAN

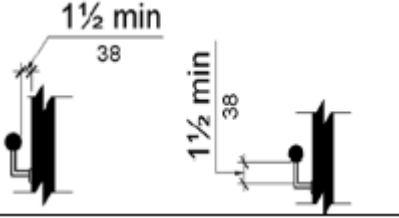
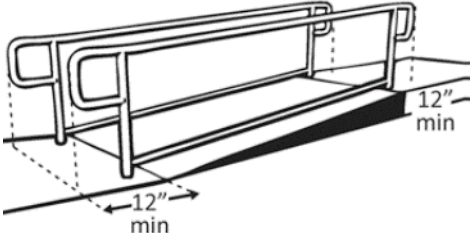
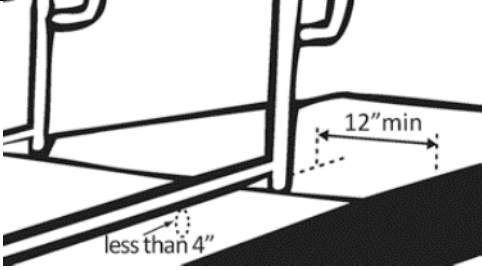
Is the route at least 36 inches wide?			403.5.1
Note: The accessible route can narrow to 32 inches min. for a max. of 24 inches. These narrower portions of the route must be at least 48 inches from each other.			
If the route is greater than 200 feet in length and less than 60 inches wide, is there a passing space no less than 60 x 60 inches?			403.5.3
If there are grates or openings on the route, are the openings no larger than 1/2 inches?			302.3
Is the long dimension perpendicular to the dominant direction of travel?			
Can all objects protruding into the circulation paths be detected by a person with a visual disability?			307.2
Objects with leading edges more than 27 inches and not more than 80 inches above the finish floor or ground shall protrude 4 inches maximum horizontally into the circulation path.			

Is the running slope of a walking surface no steeper than 1:20, i.e. for every inch of height change there are at least 20 inches of route run?  Note: If the running slope is steeper than 1:20, treat as a ramp and add features such as edge protection and handrails.				403.3
Is the cross slope no steeper than 1:48?				403.3
<b>Curb Ramps</b>				
If the accessible route crosses a curb, is there a curb ramp?				402.2
Is the running slope of the curb ramp no steeper than 1:12, i.e. for every inch of height change there are at least 12 inches of curb ramp run?				405.2 406.1
Is the cross slope of the curb ramp, excluding flares, no steeper than 1:48?				405.3 406.1
Is the curb ramp, excluding flares, at least 36 inches wide?				405.5 406.1

<p>At the top of the curb ramp is there a level landing (slope no steeper than 1:48 in all directions) that is at least 36 inches long and at least as wide as the curb ramp?</p> <p>If there are curb ramp flares, are the slopes of the flares no steeper than 1:10, i.e. for every inch of height change there are at least 10 inches of flare run?</p>				<p>406.3</p> <p>406.4</p>
<p>If the landing at the top is less than 36 inches long, are there curb ramp flares?</p> <p>Are the slopes of the flares no greater than 1:12?</p>				<p>406.4</p>
<p><b>Ramps</b> If any portion of the accessible route is steeper than 1:20, it should be treated as a ramp.</p>				
<p>If there is a ramp, is it at least 36 inches wide?</p> <p>Note: if there are handrails, measure between the handrails.</p>				<p>405.5</p>
<p>Is the surface stable, firm, and slip resistant?</p>				<p>405.4</p>
<p>For each section of the ramp, is the running slope no greater than 1:12, i.e. for every inch of height change there are at least 12 inches of ramp run?</p> <p>Note: Rises no greater than 3 inches with a slope no steeper than 1:8 and rises no greater than 6 inches with a slope no steeper than 1:10 are permitted when such slopes are necessary due to limitations.</p>				<p>405.2</p>
<p>Is there a level landing that is at least 60 inches long and at least as wide as the ramp:</p> <p>At the top of the ramp?</p> <p>At the bottom of the ramp?</p>				<p>405.7.2</p> <p>405.7.3</p>

Is there a level landing where the ramp changes direction that is at least 60 x 60 inches?				405.7.4
Does the ramp rise no more than 30 inches between landings?				405.6
If the ramp has a rise higher than 6 inches, are there handrails on both sides?  Note: Curb ramps are not required to have handrails.				405.8
Is the top of the handrail gripping surface no less than 34 inches and no greater than 38 inches above the surface?				505.4
Is the handrail gripping surface continuous and not obstructed along the top or sides?  If there are obstructions, is the bottom of the gripping surface obstructed no greater than 20%?				505.3 505.6
If the handrail gripping surface is circular, is it no less than 1 1/4 inches and no greater than 2 inches in diameter?				505.7.1
If the handrail gripping surface is non-circular:  Is the perimeter no less than 4 inches and no greater than 6 1/4 inches?  Is the cross section no greater than 2 1/4 inches?				505.7.2

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Is there at least 1 ½ min clearance between the handrail gripping surface and adjacent surfaces?				505.5
Does the handrail:  Extend at least 12 inches horizontally beyond the top and bottom of the ramp?  Return to a wall, guard, or landing surface?  Note: if a 12 inch extension would be a hazard (in circulation path) it is not required.				505.10.1
To prevent wheelchair casters and crutch tips from falling off:  Does the surface of the ramp extend at least 12 inches beyond the inside face of the handrail? Or Is there a curb or barrier that prevents the passage of a 4-inch diameter sphere?				405.9.1 405.9.2
<b>Play Areas</b>				




<p><u>Ground Level Play Components</u></p> <p>Is there an accessible route to at least one of each type of ground level play component?</p> <p>Notes:</p> <p>1. A play component is an element designed to generate play, socialization and learning. In the 2010 Standards ramps, transfer systems, steps, decks, and roofs are not considered play components.</p> <p>2. Ground level play components are components that can be approached and exited at ground level. Examples include rockers, swings, diggers, and stand-alone slides. When distinguishing between types of components consider the experience provided. Examples include rocking, swinging, climbing, digging, spinning, and sliding.</p>				
<p>If there are elevated play components, is there an accessible route to at least the following number and type of <u>ground level play components</u>? See chart below.</p> <p>Notes:</p> <p>1. The intent is to provide a variety of experiences for children who want to remain in their wheelchair or with another mobility device and who choose not to transfer to elevated components.</p>				

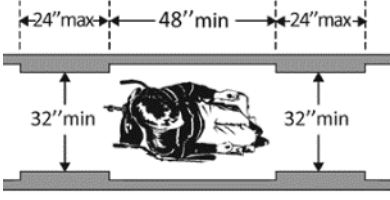
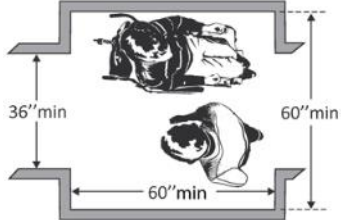
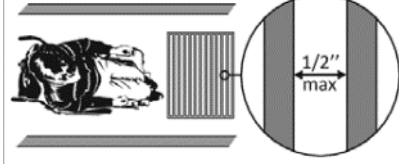
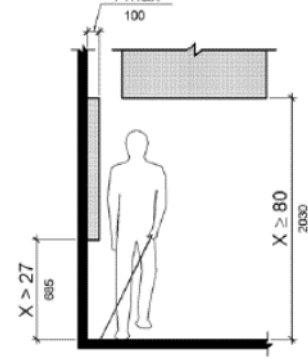
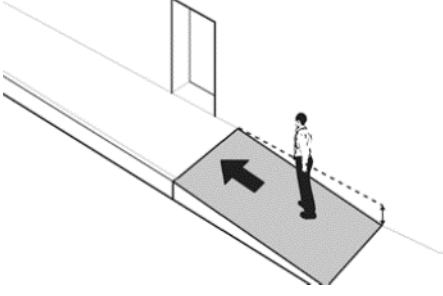
2. If a play area includes two or more composite structures for the same age group, use the total number of elevated components to determine the additional number and types of ground level play components to provide on an accessible route.																																					
3. If ramps provide access to at least 50 percent of the elevated components and the ramped route goes to at least three different elevated play types, the ground level components in the chart are not required.																																					
4. The number of ground level components determined by “one of each type” can fulfill the minimum ground level requirements in the table.																																					
<table><tr><th>Number of Elevated Play Components Provided</th><th>Minimum Number of Ground Level Play Components Required to be on an Accessible Route</th><th>Minimum Number of Different Types of Ground Level Play Components Required to be on an Accessible Route</th></tr><tr><td>1</td><td>n/a</td><td>n/a</td></tr><tr><td>2 to 4</td><td>1</td><td>1</td></tr><tr><td>5 to 7</td><td>2</td><td>2</td></tr><tr><td>8 to 10</td><td>3</td><td>3</td></tr><tr><td>11 to 13</td><td>4</td><td>3</td></tr><tr><td>14 to 16</td><td>5</td><td>3</td></tr><tr><td>17 to 19</td><td>6</td><td>3</td></tr><tr><td>20 to 22</td><td>7</td><td>4</td></tr><tr><td>23 to 25</td><td>8</td><td>4</td></tr><tr><td>26 and over</td><td>8, plus 1 for each additional 3, or fraction thereof, over 25</td><td>5</td></tr></table>					Number of Elevated Play Components Provided	Minimum Number of Ground Level Play Components Required to be on an Accessible Route	Minimum Number of Different Types of Ground Level Play Components Required to be on an Accessible Route	1	n/a	n/a	2 to 4	1	1	5 to 7	2	2	8 to 10	3	3	11 to 13	4	3	14 to 16	5	3	17 to 19	6	3	20 to 22	7	4	23 to 25	8	4	26 and over	8, plus 1 for each additional 3, or fraction thereof, over 25	5
Number of Elevated Play Components Provided	Minimum Number of Ground Level Play Components Required to be on an Accessible Route	Minimum Number of Different Types of Ground Level Play Components Required to be on an Accessible Route																																			
1	n/a	n/a																																			
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26 and over	8, plus 1 for each additional 3, or fraction thereof, over 25	5																																			
If two or more ground level play components are on an accessible route are they dispersed throughout the play area and integrated with other play components?																																					
If there is a soft contained play structure with three or fewer entry point, is there an accessible route to at least one entry point?																																					
If there are four or more entry points, are there accessible routes to at least two entry points?																																					

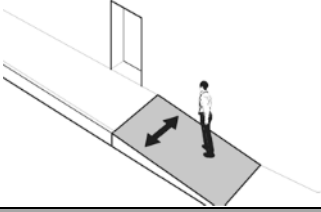
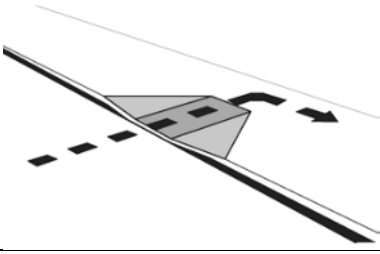
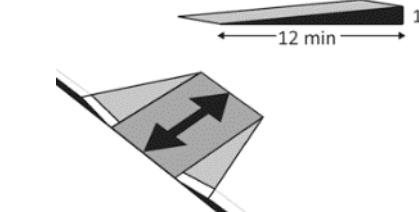
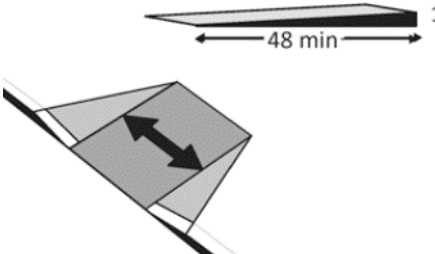
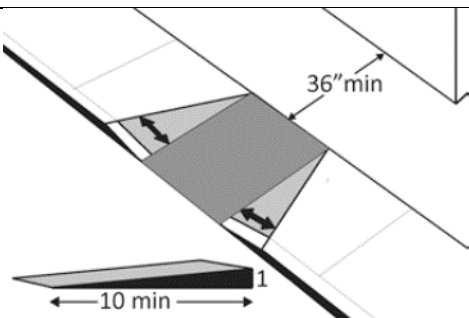
Notes: 1. A soft contained play area is a play structure made of one or more components on which a person enters a fully enclosed play environment that uses pliable materials such as plastic, soft padding, and fabric.				
<u>Accessible Route Connecting Ground Level Play Components</u>  Note: If there is a water play component and the accessible route is submerged, it is not required to be slip resistant, the running slope may be steeper than 1:12 and the cross slope may be steeper than 1:48.				
Is the vertical clearance of the accessible route at least 80 inches above the ground surface?  Note: Objects below 80 inches may not protrude into the accessible route.				
If the play area is less than 1000 square feet: Is the route at least 44 inches wide?  If the route exceeds 30 feet in length is a wheelchair turning space provided, i.e. a circle at least 60 inches in diameter or a T-shaped space within a 60-inch square?				

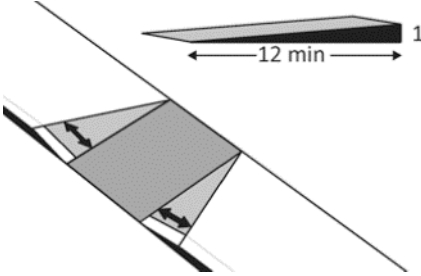
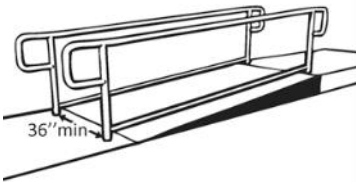

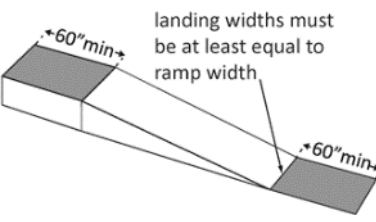
<p>If the play area is 1000 square feet or greater is the route at least: 60 inches wide Or 36 inches wide for a distance no greater than 60 inches if reduced segments at least 60 wide and at least 60 inches long?</p> <p>Note: This permits flexibility around site features such as trees and equipment.</p>				
<p>Is the route no steeper than 1:16, i.e. for every inch of height change there are at least 16 inches of run?</p>				
<p>If the route is steeper than 1:20 and the rise for a ramp run is higher than 6 inches are there handrails on both sides of the ramp run?</p> <p>Notes:</p> <ol style="list-style-type: none"> <li>1. Handrail extensions are not required.</li> <li>2. Handrails are not required on ramps within ground level use zones. The use zone is the area beneath and adjacent to a play structure upon which a user would land when falling from or exiting a play structure.</li> </ol>				
<p>Is the top of the handrail gripping surface no less than 20 inches and no greater than 28 inches above the ramp surface?</p>				
<p>Is the handrail gripping surface: Circular with an outside diameter of at least .95 inch and no more than 1.55 inches? Or</p>				

Non-circular providing an equivalent gripping surface?				
<u>Elevated Play Components</u> Is there an accessible route to entry and exit points of at least 50 percent of elevated components?  Note: An elevated play component is a component approached above or below grade that is part of a structure of two or more play components providing more than one play activity.				
If there are 20 or more elevated play components are at least 25% connected by ramps? Are the other 25% that are required to be on an accessible route connected by either ramps or transfer systems?				
If there are fewer than 20 elevated play components are at least 50% connected by either ramps or transfer systems.  Note: Ramps are preferred but are not required.				
<u>Elevated Play Components Accessible Route</u> Use the checklist for Priority 1: Approach & Entrance and the following exceptions and requirements.				
Is the route stable, firm, and slip-resistant?				302.1
Is there route of travel that does not require the use of stairs?				
Is the route at least 36 inches wide?				403.5.1

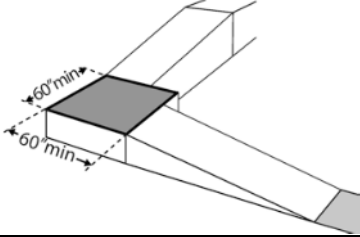
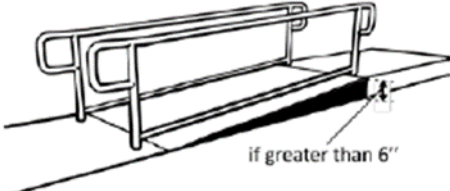
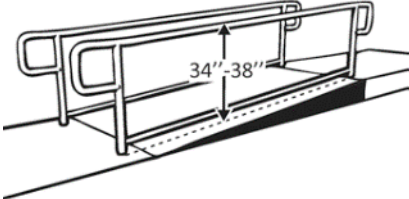
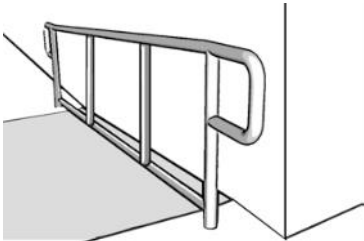
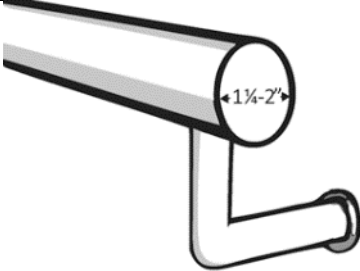
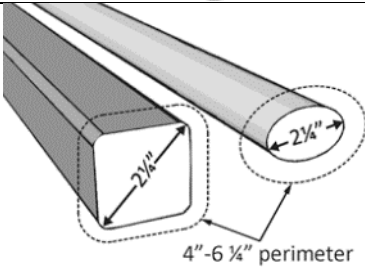
# ADA TRANSITION PLAN

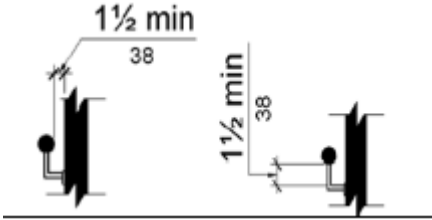
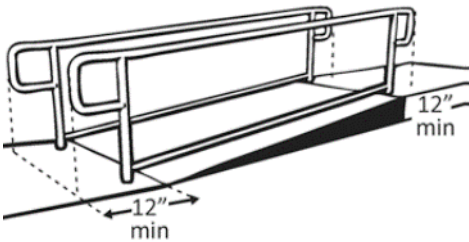
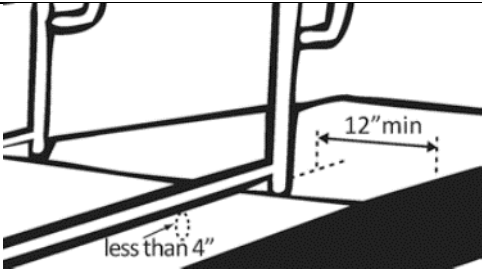
<p>Note: The accessible route can narrow to 32 inches min. for a max. of 24 inches. These narrower portions of the route must be at least 48 inches from each other.</p>		
<p>If the route is greater than 200 feet in length and less than 60 inches wide, is there a passing space no less than 60 x 60 inches?</p>		<p>403.5.3</p>
<p>If there are grates or openings on the route, are the openings no larger than 1/2 inches?</p> <p>Is the long dimension perpendicular to the dominant direction of travel?</p>		<p>302.3</p>
<p>Can all objects protruding into the circulation paths be detected by a person with a visual disability?</p> <p>Objects with leading edges more than 27 inches and not more than 80 inches above the finish floor or ground shall protrude 4 inches maximum horizontally into the circulation path.</p>		<p>307.2</p>
<p>Is the running slope of a walking surface no steeper than 1:20, i.e. for every inch of height change there are at least 20 inches of route run?</p> <p>Note: If the running slope is steeper than 1:20, treat as a ramp and add features such as edge protection and handrails.</p>		<p>403.3</p>

Is the cross slope no steeper than 1:48?				403.3
<b>Curb Ramps</b>				
If the accessible route crosses a curb, is there a curb ramp?				402.2
Is the running slope of the curb ramp no steeper than 1:12, i.e. for every inch of height change there are at least 12 inches of curb ramp run?				405.2 406.1
Is the cross slope of the curb ramp, excluding flares, no steeper than 1:48?				405.3 406.1
Is the curb ramp, excluding flares, at least 36 inches wide?				405.5 406.1
At the top of the curb ramp is there a level landing (slope no steeper than 1:48 in all directions) that is at least 36 inches long and at least as wide as the curb ramp?  If there are curb ramp flares, are the slopes of the flares no steeper than 1:10, i.e. for every inch of height				406.3 406.4

change there are at least 10 inches of flare run?				
<p>If the landing at the top is less than 36 inches long, are there curb ramp flares?</p> <p>Are the slopes of the flares no greater than 1:12?</p>				406.4
<b>Ramps</b> If any portion of the accessible route is steeper than 1:20, it should be treated as a ramp.				
<p>If there is a ramp, is it at least 36 inches wide?</p> <p>Note: if there are handrails, measure between the handrails.</p>				405.5
Is the surface stable, firm, and slip resistant?				405.4
<p>For each section of the ramp, is the running slope no greater than 1:12, i.e. for every inch of height change there are at least 12 inches of ramp run?</p> <p>Note: Rises no greater than 3 inches with a slope no steeper than 1:8 and rises no greater than 6 inches with a slope no steeper than 1:10 are permitted when such slopes are necessary due to limitations.</p>				405.2
<p>Is there a level landing that is at least 60 inches long and at least as wide as the ramp:</p> <p>At the top of the ramp?</p> <p>At the bottom of the ramp?</p>				405.7.2 405.7.3
Is there a level landing where the ramp changes direction that is at least 60 x 60 inches?				405.7.4



				
Does the ramp rise no more than 30 inches between landings?				405.6
If the ramp has a rise higher than 6 inches, are there handrails on both sides?  Note: Curb ramps are not required to have handrails.				405.8
Is the top of the handrail gripping surface no less than 34 inches and no greater than 38 inches above the surface?				505.4
Is the handrail gripping surface continuous and not obstructed along the top or sides?  If there are obstructions, is the bottom of the gripping surface obstructed no greater than 20%?				505.3 505.6
If the handrail gripping surface is circular, is it no less than 1 1/4 inches and no greater than 2 inches in diameter?				505.7.1
If the handrail gripping surface is non-circular:  Is the perimeter no less than 4 inches and no greater than 6 1/4 inches?  Is the cross section no greater than 2 1/4 inches?				505.7.2

Is there at least 1 ½ min clearance between the handrail gripping surface and adjacent surfaces?				505.5
Does the handrail:  Extend at least 12 inches horizontally beyond the top and bottom of the ramp?  Return to a wall, guard, or landing surface?  Note: if a 12 inch extension would be a hazard (in circulation path) it is not required.				505.10.1
To prevent wheelchair casters and crutch tips from falling off:  Does the surface of the ramp extend at least 12 inches beyond the inside face of the handrail? Or Is there a curb or barrier that prevents the passage of a 4-inch diameter sphere?				405.9.1 405.9.2
Is the accessible route connecting elevated play components: At least 36 inches wide? Or At least 32 inches wide for a distance no greater than 24 inches if the reduced width segments are separated by segments at				

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least 48 inches long and at least 36 inches wide? Or If part of a transfer system, at least 24 inches wide.				
If there is a ramp are there handrails on both sides?  Note: Handrail extensions are not required.				
Is the top of the handrail gripping surface no less than 20 inches and no greater than 28 inches above the ramp surface?				
If the handrail gripping surface is:  Circular, is the outside diameter no less than .94 inch and no greater than 1.55 inch?				
Non-circular, is it equivalent to a circular gripping surface with a diameter no less than .94 inch and no greater than 1.55 inch?				
Is the rise for any ramp run connecting elevated play components no greater than 12 inches?				
If a transfer system is provided is the transfer system at least 24 inches wide?				
Is the top of the transfer platform no less than 11 inches and no greater than 18 inches from the ground?				
Is the transfer platform at least 14 inches deep by at least 24 inches wide?				
Is there a clear transfer space at least 30 inches wide by at least 48 inches long adjacent to the platform, with the longer dimension centered on and parallel to the 24 inch minimum long side of the platform?				

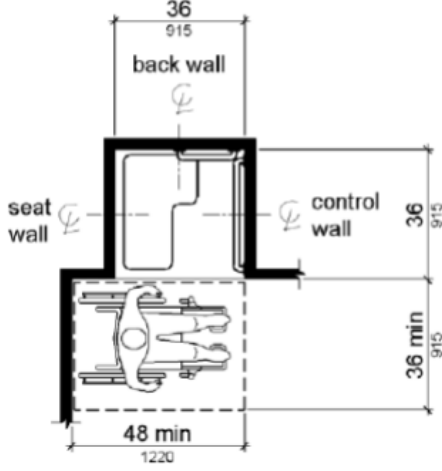
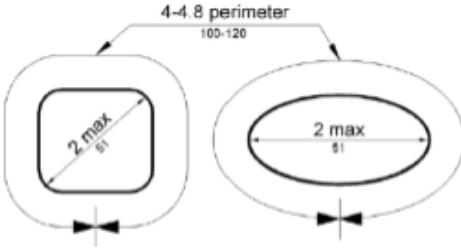
Is the side transfer platform adjacent to the clear space unobstructed?				
If movement is intended from transfer platforms to levels with elevated play components that are required to be on an accessible route, are transfer steps provided?				
Are transfer steps:  At least 14 inches deep?  At least 24 inches wide?  No higher than 8 inches?				
Is there at least one means of support for transferring:  On and off the platform?  Up and down the transfer steps?  Note: Examples of supports include a rope loop, a loop type handle, a slot in the edge of a flat horizontal or vertical member, poles or bars, or D rings on the corner posts.				
<u>Play Components</u> Is there at least one clear space for a person in a wheelchair to turn around, i.e. a circle at least 60 inches in diameter or a T-shaped space within a 60-inch square, at:  Ground level play components on an accessible route?  Elevated play components connected by ramps?  Note: The turning space is not required at elevated play components connected only by transfer system.				
If there are swings, is there clear space for a person in a				

<p>wheelchair to turn around, i.e. a circle at least 60 inches in diameter or a T-shaped space within a 60-inch square, immediately adjacent to at least one swing?</p>				
<p>Is there a clear ground/floor space at least 30 inches wide and 48 inches long at:</p> <p>Each ground level play component required to be on an accessible route?</p> <p>Each elevated play component required to be on an accessible route that is connected by ramps?</p> <p>Notes:</p> <p>1. The clear ground space is not required at elevated play components connected only by transfer system.</p> <p>2. Clear ground spaces 30 inches minimum by 48 inches minimum, 60 inch minimum turning spaces and accessible routes may overlap.</p>				
<p>If there is a play table for children older than 5 years:</p> <p>Are tops of rims, curbs, or other obstructions no greater than 31 inches above the ground?</p> <p>Is there clear ground space at least 30 inches wide by at least 48 inches long for a forward approach?</p> <p>Is there clear knee space underneath: At least 17 inches high?</p> <p>Does it extend at least 17 inches deep?</p> <p>Is it at least 30 inches wide?</p>				

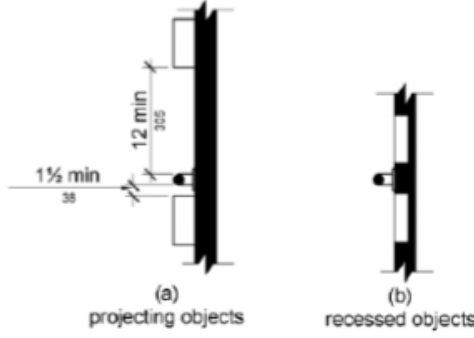
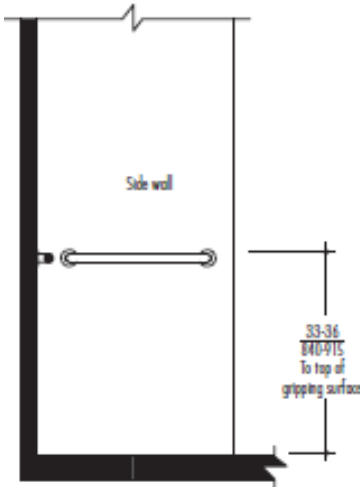
<p>If there is a play table for children 5 years or younger:</p> <p>Does it provide knee space as noted above?</p> <p>Or</p> <p>Is there clear ground space at least 30 inches wide by at least 48 inches long for a parallel approach?</p>				
<p>If a play component on an accessible route requires transfer to entry points or seats:</p> <p>Is the entry point or seat no less than 11 inches and no greater than 24 inches from the clear floor/ground space?</p> <p>Is there at least one means of transfer support?</p> <p>Note:</p> <p>Examples of supports include a rope loop, a loop type handle, a slot in the edge of a flat horizontal or vertical member, poles or bars, or D rings on the corner posts.</p>				
<p><u>Ground Surfaces</u></p> <p>Do ground surfaces inside the play area (on accessible routes, clear ground spaces, and turning spaces) comply with <i>ASTM F 1951-99 Standard Specification for Determination of Accessibility of Surface Systems Under and Around Playground Equipment?</i></p> <p>Notes:</p>				

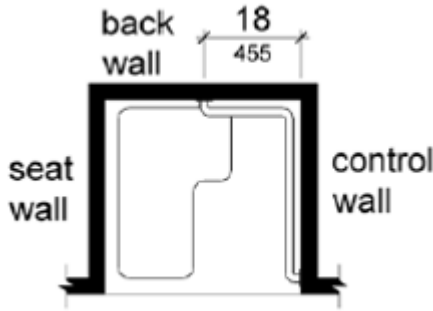
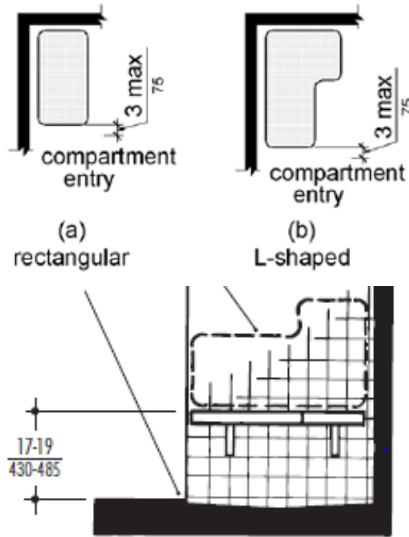
1. ASTM is the American Society for Testing and Materials.				
2. A portable device – the Rotational Penetrometer – measures surface firmness and stability.				
Do the ground surfaces within use zones (the ground level area beneath and immediately adjacent to a play structure or play equipment that is designated for unrestricted circulation around the play equipment and where it is predicted that a user would land when falling from or exiting the play equipment) comply with <i>ASTM F 1292-04 Standard Specification for Impact Attenuation of Surfacing Materials Within the Use Zone of Playground Equipment?</i>				

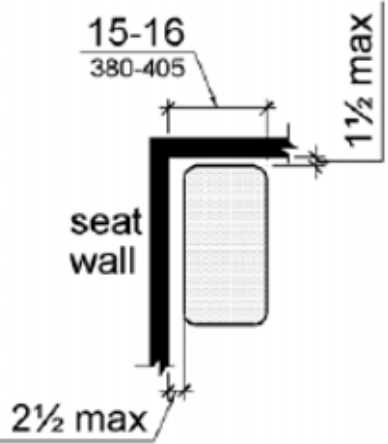
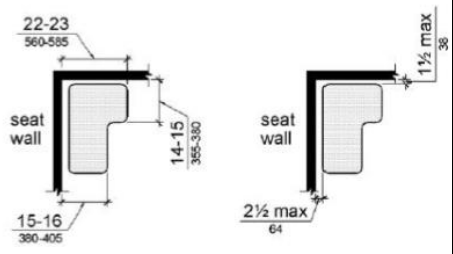
# ADA TRANSITION PLAN

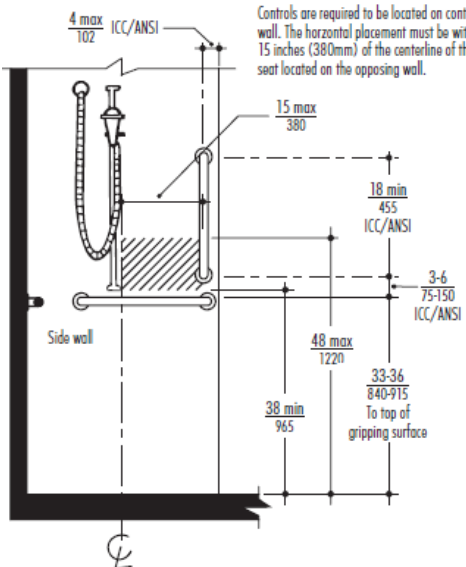
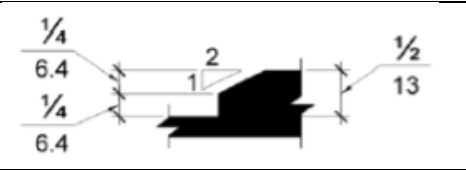
Showers		Men's	Comments	Reference
Does at least one shower comply with 608?				213.3.6
<b>Transfer Type Shower Compartments</b>				
<p>If there is a transfer type shower compartment, is it 36 inches by 36 inches clear inside dimensions measured at the center points of opposing sides?</p> <p>Does it have a 36 inch wide minimum entry on the face of the shower compartment?</p> <p>Is there a clearance of 36 inches wide minimum by 48 inches long minimum measured from the control wall?</p>				608.2.1
<p>Do the grab bars comply with 609?</p> <p>Are they provided in accordance with 608.3?</p> <p>Where multiple grab bars are used, are required horizontal grab bars installed at the same height above the finish floor?</p>				608.3
<p>If the grab bars have a circular cross section, is the outside diameter 1 1/4 inches minimum and 2 inches maximum?</p> <p>If the grab bars have a non-circular cross section, is the cross section dimension 2 inches maximum and with a perimeter dimension of 4 inches minimum and 4.8 inches maximum?</p>				609.2.1 609.2.2



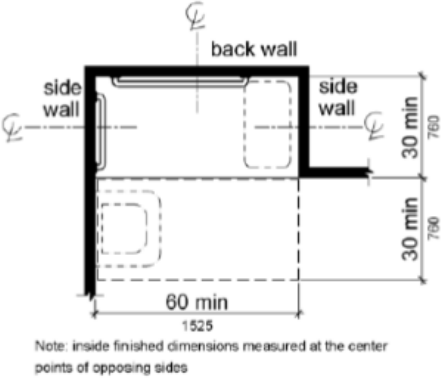
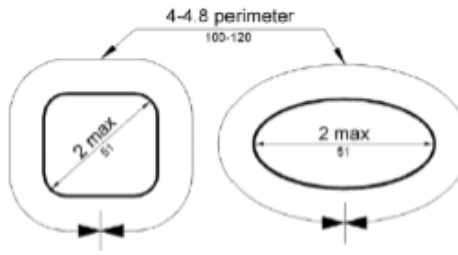
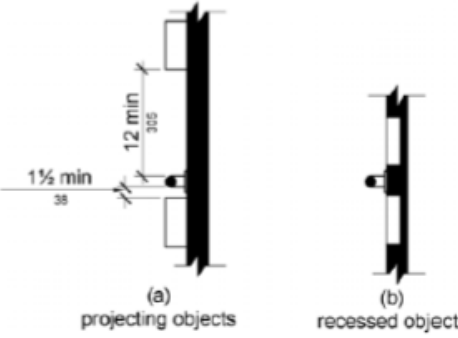
<p>Is the space between the wall and the grab bar 1 1/2 inches?</p> <p>Is the space between the grab bar and projecting objects below and at the ends 1 1/2 inches minimum?</p> <p>Is the space between the grab bar and projecting objects above 12 inches minimum?</p> <p><b>EXCEPTION:</b> The space between the grab bars and shower controls, shower fittings, and other grab bars above shall be permitted to be 1 1/2 inches (38 mm) minimum.</p>		 <p>(a) projecting objects</p> <p>(b) recessed objects</p>		609.3
<p>Are the grab bars installed in a horizontal position, 33 inches minimum and 36 inches maximum above the finish floor measured to the top of the gripping surface?</p>		 <p>Side wall</p> <p>33-36 840-915 To top of gripping surface</p>		609.4
<p>Are the grab bars and any wall or other surfaces adjacent to grab bars free of sharp or abrasive elements and have rounded edges?</p>				609.5
<p>Do the grab bars rotate within their fittings?</p>				609.6
<p>Are the grab bars installed in any manner that provides a gripping surface at the specified locations and that does not obstruct the required clear floor space?</p>				609.7
<p>Allowable stresses shall not be exceeded for materials used when a vertical or horizontal force of 250</p>				609.8

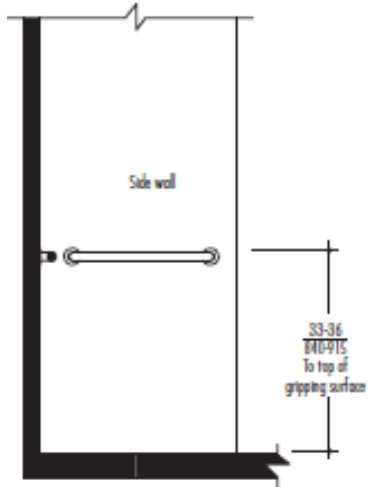
pounds is applied at any point on the grab bar, fastener, mounting device, or supporting structure.				
In transfer type compartments, are grab bars provided across the control wall and back wall to a point 18 inches from the control wall?				608.3.1
Is a folding or non-folding seat provided in the transfer type shower compartment?  Does the seat comply with 610?				608.4
Does the seat in the transfer-type shower extend from the back wall to a point within 3 inches of the compartment entry?  Is the top of the seat 17 inches minimum and 19 inches maximum above the bathroom finish floor?  Seats shall comply with 610.3.1 or 610.3.2.				610.3

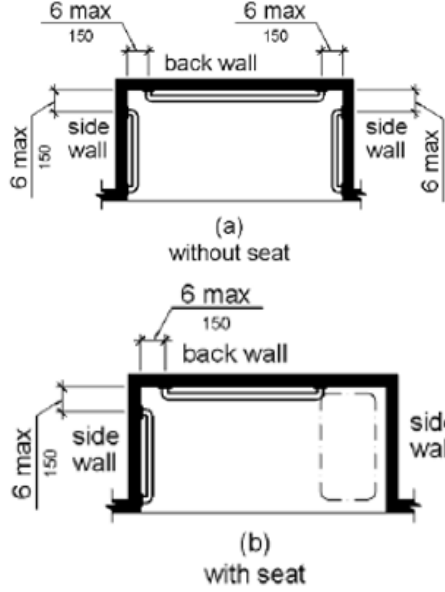
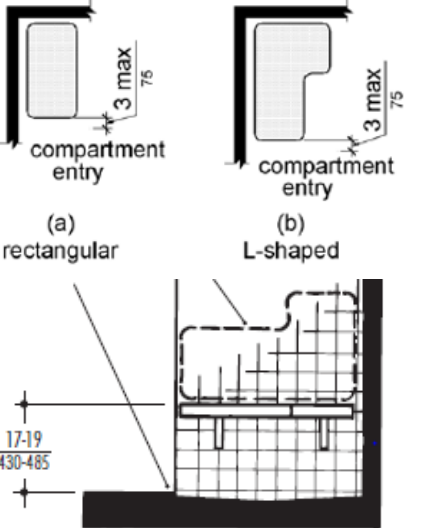
<p>Is rear edge of the rectangular seat 2 1/2 inches maximum and the front edge 15 inches minimum and 16 inches maximum from the seat wall?</p> <p>Is the side edge of the seat 1 1/2 inches maximum from the adjacent wall?</p>				610.3.1
<p>Is the rear edge of an L-shaped seat 2 1/2 inches maximum and the front edge 15 inches minimum and 16 inches maximum from the seat wall?</p> <p>Is the rear edge of the "L" portion of the seat 1 1/2 inches maximum from the wall and the front edge 14 inches minimum and 15 inches maximum from the wall?</p> <p>Is the end of the "L" 22 inches minimum and 23 inches maximum from the main seat wall?</p>				610.3.2
<p>Allowable stresses shall not be exceeded for materials used when a vertical or horizontal force of 250 pounds is applied at any point on the seat, fastener, mounting device, or supporting structure.</p>				610.4
<p>Do the controls, faucets, and shower spray units comply with 309.4?</p>				608.5
<p>Are operable parts operable with one hand and not require tight grasping, pinching, or twisting of the wrist?</p> <p>Is the force required to activate operable parts pounds maximum?</p>				309.4

<p>In transfer type shower compartments, are the controls, faucets, and shower spray unit installed on the side wall opposite the seat 38 inches minimum and 48 inches maximum above the shower floor?</p> <p>Is it located on the control wall 15 inches maximum from the centerline of the seat toward the shower opening?</p>				<p>608.5.1</p>
<p>Is a shower spray unit with a hose 59 inches long minimum that can be used both as a fixed-position shower head and as a hand-held provided?</p> <p>Does the shower spray unit have an on/off control with a non-positive shut-off?</p> <p>If an adjustable-height shower head on a vertical bar is used, the bar needs to be installed so as not to obstruct the use of grab bars.</p> <p>Does the shower spray unit deliver water that is 120°F maximum?</p>				<p>608.6</p>
<p>In transfer type shower compartments, if the threshold 1/2 inch high maximum is it beveled, rounded, or vertical.</p>				<p>608.7</p>
<p>If there is an enclosure for shower compartment does it obstruct controls, faucets, and shower spray units or obstruct transfer from wheelchairs onto shower seats?</p>				<p>608.8</p>
<p><b>Standard Roll-In Type Shower Compartments</b></p>				

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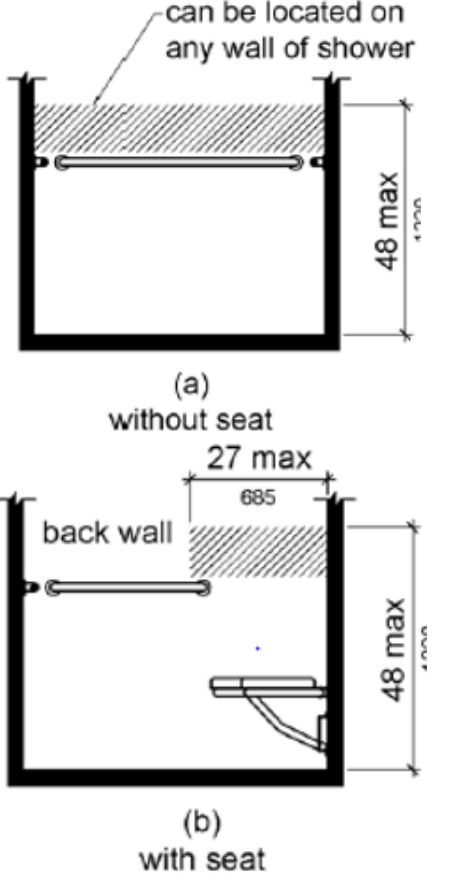
<p>If there is a standard roll-in type shower compartment, is it 30 inches wide minimum by 60 inches deep minimum clear inside dimensions measured at center points of opposing sides?</p> <p>Does it have a 60 inches wide minimum entry on the face of the shower compartment?</p> <p>Is there a 30 inch wide minimum by 60 inch long minimum clearance adjacent to the open face of the shower compartment?</p>				<p>608.2.2 608.2.2.1</p>
<p>Do the grab bars comply with 609?</p> <p>Are they provided in accordance with 608.3?</p> <p>Where multiple grab bars are used, are required horizontal grab bars installed at the same height above the finish floor?</p>				<p>608.3</p>
<p>If the grab bars have a circular cross section, is the outside diameter 1 1/4 inches minimum and 2 inches maximum?</p> <p>If the grab bars have a non-circular cross section, is the cross section dimension 2 inches maximum and with a perimeter dimension of 4 inches minimum and 4.8 inches maximum?</p>				<p>609.2.1 609.2.2</p>
<p>Is the space between the wall and the grab bar 1 1/2 inches?</p> <p>Is the space between the grab bar and projecting objects below and at the ends 1 1/2 inches minimum?</p> <p>Is the space between the grab bar and projecting</p>				<p>609.3</p>


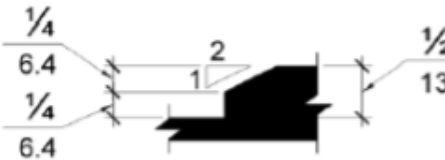
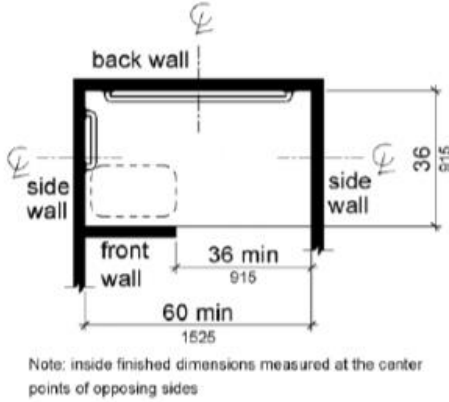
objects above 12 inches minimum?  <b>EXCEPTION:</b> The space between the grab bars and shower controls, shower fittings, and other grab bars above shall be permitted to be 1 1/2 inches (38 mm) minimum				
Are the grab bars installed in a horizontal position, 33 inches minimum and 36 inches maximum above the finish floor measured to the top of the gripping surface?				609.4
Are the grab bars and any wall or other surfaces adjacent to grab bars free of sharp or abrasive elements and have rounded edges?				609.5
Do the grab bars rotate within their fittings?				609.6
Are the grab bars installed in any manner that provides a gripping surface at the specified locations and that does not obstruct the required clear floor space?				609.7
Allowable stresses shall not be exceeded for materials used when a vertical or horizontal force of 250 pounds is applied at any point on the grab bar, fastener, mounting device, or supporting structure.				609.8

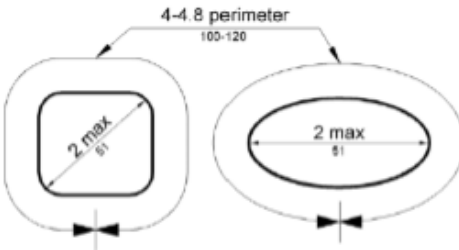
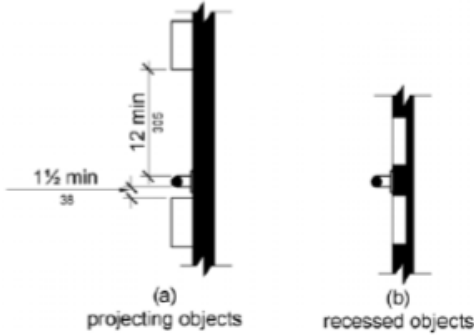
<p>If a seat is provided in standard roll-in type shower compartments, are grab bars provided on the back wall and the side wall opposite the seat?</p> <p>Grab bars shall not be provided above the seat.</p> <p>Where a seat is not provided in standard roll-in type shower compartments, grab bars need to be provided on three walls.</p> <p>Are the grab bars installed 6 inches maximum from adjacent walls?</p>		 <p>(a) without seat</p> <p>(b) with seat</p>		<p>608.3.2</p>
<p>Is a folding seat provided in roll-in type showers?</p> <p>Does the seat comply with 610?</p>				<p>608.4</p>
<p>If a seat is provided in a standard roll-in shower compartment, is it a folding type?</p> <p>Is it installed on the side wall adjacent to the controls, and does it extend from the back wall to a point within 3 inches of the compartment entry?</p> <p>Is the top of the seat 17 inches minimum and 19 inches maximum above the bathroom finish floor?</p>		 <p>(a) rectangular</p> <p>(b) L-shaped</p> <p>3 max 75</p> <p>17-19 430-485</p>		<p>610.3</p>

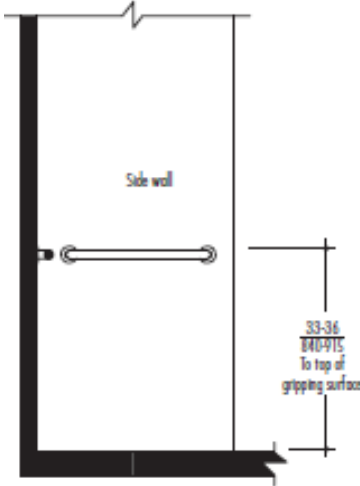
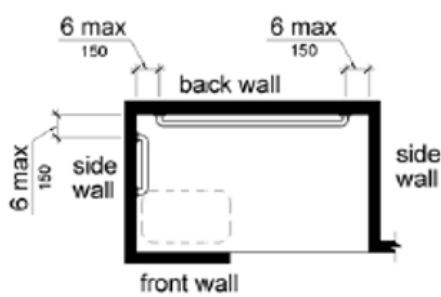
<p>Is the rear edge of a rectangular seat 2 1/2 inches maximum and the front edge 15 inches minimum and 16 inches maximum from the seat wall?</p> <p>Is the side edge of the seat 1 1/2 inches maximum from the adjacent wall?</p>				610.3.1
<p>Is the rear edge of an L-shaped seat 2 1/2 inches maximum and the front edge 15 inches minimum and 16 inches maximum from the seat wall?</p> <p>Is the rear edge of the "L" portion of the seat 1 1/2 inches maximum from the wall and the front edge 14 inches minimum and 15 inches maximum from the wall?</p> <p>Is the end of the "L" 22 inches minimum and 23 inches maximum from the main seat wall?</p>				610.3.2
<p>Allowable stresses shall not be exceeded for materials used when a vertical or horizontal force of 250 pounds is applied at any point on the seat, fastener, mounting device, or supporting structure.</p>				610.4
<p>Do the controls, faucets, and shower spray units comply with 309.4?</p>				608.5
<p>Are operable parts operable with one hand and not require tight grasping, pinching, or twisting of the wrist?</p> <p>Is the force required to activate operable parts pounds maximum?</p>				309.4

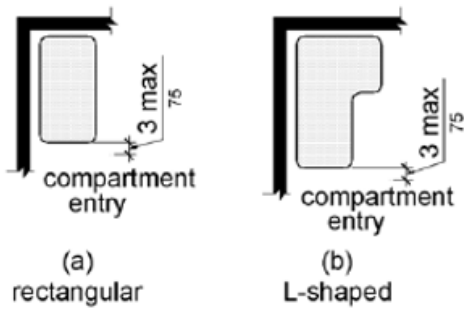
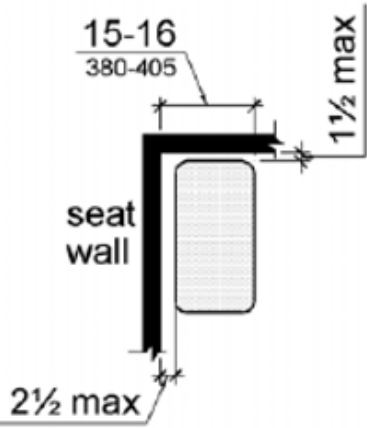
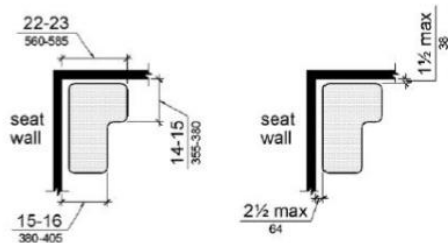


<p>In standard roll-in type shower compartments, are the controls, faucets, and shower spray unit located above the grab bar, but no higher than 48 inches above the shower floor?</p> <p>Where a seat is provided, are the controls, faucets, and shower spray unit installed on the back wall adjacent to the seat wall and located 27 inches maximum from the seat wall?</p>		 <p>can be located on any wall of shower</p> <p>48 max</p> <p>(a) without seat</p> <p>27 max</p> <p>685</p> <p>back wall</p> <p>48 max</p> <p>(b) with seat</p>		608.5.2
<p>Is a shower spray unit with a hose 59 inches long minimum that can be used both as a fixed-position shower head and as a hand-held provided?</p> <p>Does the shower spray unit have an on/off control with a non-positive shut-off?</p> <p>If an adjustable-height shower head on a vertical bar is used, the bar needs to be installed so as not to obstruct the use of grab bars.</p> <p>Does the shower spray unit deliver water that is 120°F maximum?</p>				608.6
<p>Is the thresholds in roll-in type shower compartment 1/2 inch high maximum in accordance with 303?</p>				608.7

Is there a change in level of 1/4 inch maximum?  It is permitted to be vertical.				303.2
Is there a change in level between 1/4 inch high minimum and 1/2 inch high maximum?  If so, it needs to be beveled with a slope not steeper than 1:2.				303.3
If the change in level is greater than 1/2 inch high it needs to be ramped, and comply with 405 or 406.				303.4
If there is an enclosures for shower compartment does it obstruct controls, faucets, and shower spray units or obstruct transfer from wheelchairs onto shower seats?				608.8
<b>Alternate Roll-In Type Shower Compartments</b>				
If there is an alternate roll-in type shower compartment, is it 36 inches wide and 60 inches deep minimum clear inside dimensions measured at center points of opposing sides?  Is there a 36 inch wide minimum entry provided at one end of the long side of the compartment?				608.2.3

<p>Do the grab bars comply with 609?</p> <p>Are they provided in accordance with 608.3?</p> <p>Where multiple grab bars are used, are required horizontal grab bars installed at the same height above the finish floor?</p>				<p>608.3</p>
<p>If the grab bars have a circular cross section, is the outside diameter 1 1/4 inches minimum and 2 inches maximum?</p> <p>If the grab bars have a non-circular cross section, is the cross section dimension 2 inches maximum and with a perimeter dimension of 4 inches minimum and 4.8 inches maximum?</p>				<p>609.2.1 609.2.2</p>
<p>Is the space between the wall and the grab bar 1 1/2 inches?</p> <p>Is the space between the grab bar and projecting objects below and at the ends 1 1/2 inches minimum?</p> <p>Is the space between the grab bar and projecting objects above 12 inches minimum?</p> <p><b>EXCEPTION:</b> The space between the grab bars and shower controls, shower fittings, and other grab bars above shall be permitted to be 1 1/2 inches (38 mm) minimum</p>				<p>609.3</p>


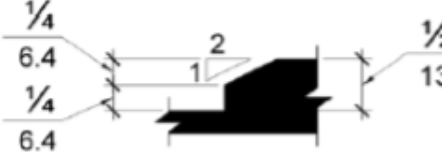
Are the grab bars installed in a horizontal position, 33 inches minimum and 36 inches maximum above the finish floor measured to the top of the gripping surface?				609.4
Are the grab bars and any wall or other surfaces adjacent to grab bars free of sharp or abrasive elements and have rounded edges?				609.5
Do the grab bars rotate within their fittings?				609.6
Are the grab bars installed in any manner that provides a gripping surface at the specified locations and that does not obstruct the required clear floor space?				609.7
Allowable stresses shall not be exceeded for materials used when a vertical or horizontal force of 250 pounds is applied at any point on the grab bar, fastener, mounting device, or supporting structure.				609.8
<p>In alternate roll-in type shower compartments, are grab bars provided on the back wall and the side wall farthest from the compartment entry?</p> <p>Are grab bars provided above the seat?</p> <p>Are grab bars installed 6 inches maximum from adjacent walls?</p>				608.3.3
Is a folding seat provided in roll-in type shower?				608.4

Does the seat comply with 610?				
<p>If a seat is provided in an alternate roll-in type shower compartment, is it a folding type?</p> <p>Is it installed on the front wall opposite the back wall, and does it extend from the adjacent side wall to a point within 3 inches of the compartment entry?</p>		 <p>(a) rectangular</p> <p>(b) L-shaped</p>		610.3
<p>Is the rear edge of a rectangular seat 2 1/2 inches maximum and the front edge 15 inches minimum and 16 inches maximum from the seat wall?</p> <p>Is the side edge of the seat 1 1/2 inches maximum from the adjacent wall?</p>				610.3.1
<p>Is the rear edge of an L-shaped seat 2 1/2 inches maximum and the front edge 15 inches minimum and 16 inches maximum from the seat wall?</p> <p>Is the rear edge of the "L" portion of the seat 1 1/2 inches maximum from the wall and the front edge 14 inches minimum and 15 inches maximum from the wall?</p> <p>Is the end of the "L" 22 inches minimum and 23 inches maximum from the main seat wall?</p>				610.3.2
Allowable stresses shall not be exceeded for materials used when a vertical or horizontal force of 250 pounds is applied at any				610.4

point on the seat, fastener, mounting device, or supporting structure.				
Do the controls, faucets, and shower spray units comply with 309.4?				608.5
Are operable parts operable with one hand and not require tight grasping, pinching, or twisting of the wrist?				309.4
Is the force required to activate operable parts pounds maximum?				
<p>In alternate roll-in type shower compartments, are the controls, faucets, and shower spray unit located above the grab bar, but no higher than 48 inches above the shower floor?</p> <p>Where a seat is provided, are the controls, faucets, and shower spray unit located on the side wall adjacent to the seat 27 inches maximum from the side wall behind the seat?</p> <p>Or located on the back wall opposite the seat 15 inches maximum, left or right, of the centerline of the seat?</p> <p>Where a seat is not provided, the controls, are the faucets, and shower spray unit installed on the side wall farthest from the compartment entry?</p>		<p>(a) with seat (elevation)</p> <p>(b) with seat (elevation)</p>		608.5.3

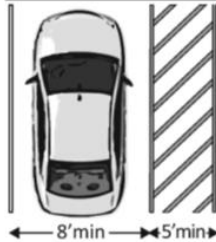
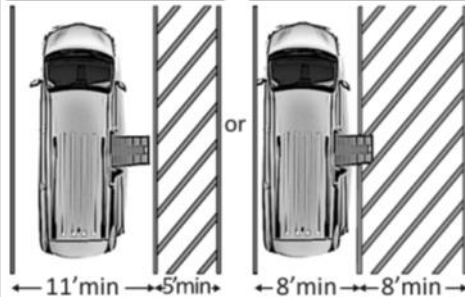

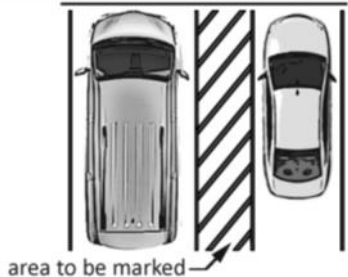
<p>Is a shower spray unit, with a hose 59 inches long minimum, which can be used both as a fixed-position shower head and as a hand-held shower, provided?</p> <p>Does the shower spray unit have an on/off control with a non-positive shut-off?</p> <p>If an adjustable-height shower head on a vertical bar is used, is the bar installed so as not to obstruct the use of grab bars?</p> <p>Does the shower spray units shall deliver water that is 120°F maximum?</p> <p><b>EXCEPTION:</b> A fixed shower head located at 48 inches maximum above the shower finish floor shall be permitted instead of a hand-held spray unit in facilities that are not medical care facilities, long-term care facilities, transient lodging guest rooms, or residential dwelling units.</p>				608.6
Is the thresholds in roll-in type shower compartment				608.7


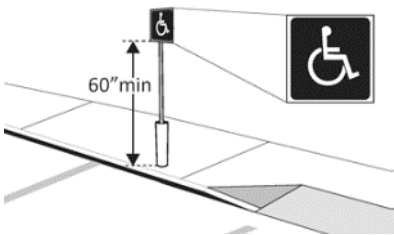
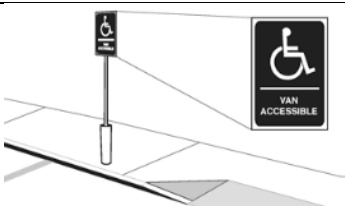

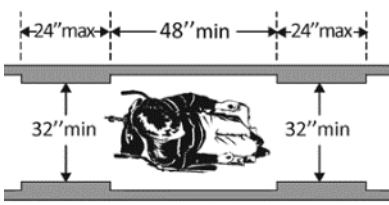
# ADA TRANSITION PLAN

1/2 inch high maximum in accordance with 303?				
Is there a change in level of 1/4 inch maximum?  It is permitted to be vertical.				303.2
Is there a change in level between 1/4 inch high minimum and 1/2 inch high maximum?  If so, it needs to be beveled with a slope not steeper than 1:2.				303.3
If the change in level is greater than 1/2 inch high it needs to be ramped, and comply with 405 or 406.				303.4
If there is an enclosure for shower compartment does it obstruct controls, faucets, and shower spray units or obstruct transfer from wheelchairs onto shower seats?				608.8

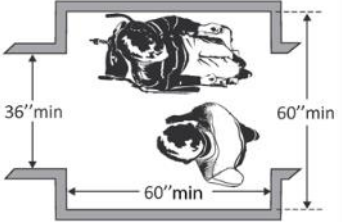
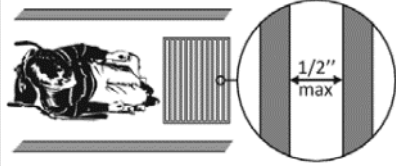
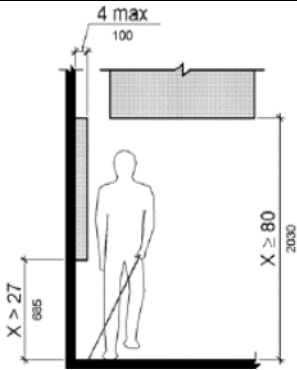
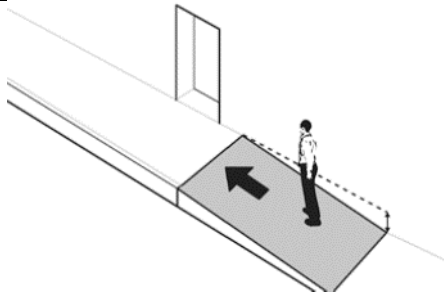
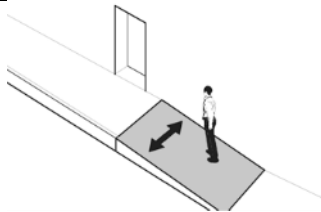


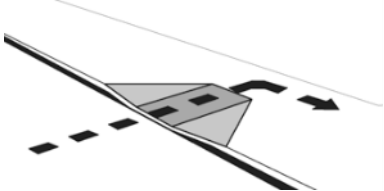
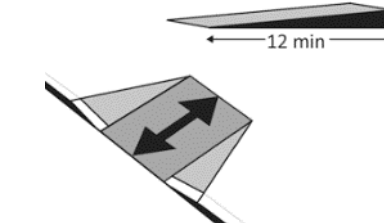
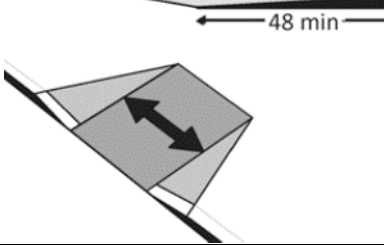
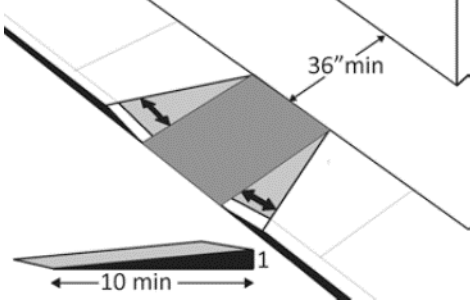
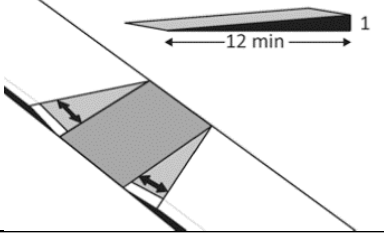
Swimming Pools, Wading Pools, and Spas		Comments	Reference												
Swimming Pool, Wading Pool, and Spa Areas (2010 Standards – 242 & 1009)															
Is there an accessible route to the entrance of the play area?															
If there are separate play areas within a site for specific age groups, is there an accessible route to each play area?															
Is there an accessible route within the play area connecting ground level play components that are on an accessible route including the entry and exit points of those components?															
Priority 1: Approach and Entrance															
Parking Accessible parking spaces should be identified by size, access aisle, and signage.															
Is there at least one route from site arrival points (parking, passenger loading zones, public sidewalks, and public transportation stops) that does not require the use of stairs?			206.2.1												
Are the minimum number of accessible parking spaces provided, based on the total number of available parking spaces?	<table><tr><th>Total Spaces</th><th>Accessible Spaces</th></tr><tr><td>1 - 25</td><td>1</td></tr><tr><td>26 - 50</td><td>2</td></tr><tr><td>51 - 75</td><td>3</td></tr><tr><td>76 - 100</td><td>4</td></tr><tr><td colspan="2">100+ see 2010 Standards 208.2</td></tr></table>	Total Spaces	Accessible Spaces	1 - 25	1	26 - 50	2	51 - 75	3	76 - 100	4	100+ see 2010 Standards 208.2			502 208.2
Total Spaces	Accessible Spaces														
1 - 25	1														
26 - 50	2														
51 - 75	3														
76 - 100	4														
100+ see 2010 Standards 208.2															
Are the accessible spaces the ones closest to an accessible entrance?			208.3.1												
Note: If parking serves multiple entrances, accessible parking should be dispersed.															
Of the accessible spaces, is at least one a van accessible space?*	*For every 6 or fraction of 6 parking spaces required by the table above, at least 1 should be a van accessible space.		208.2.4												

Is there an access aisle serving the parking spaces and adjoining an accessible route? Two parking spaces shall be permitted to share a common access aisle.			502.3
Are accessible car parking spaces at least 96 inches wide and an access aisle at least 60 inches wide.			502.2 502.3
Are van accessible parking spaces at least 132 inches wide? Van parking spaces are permitted to be 96 inches wide minimum where the access aisle is 96 inches wide minimum.			502.2 Exception
Is at least 98 inches of vertical clearance provided for the van accessible space?			502.5
Is the access aisle marked so as to discourage parking in it?			502.3.3
Does the access aisle overlap the vehicular way?			502.3.4
Do angled van parking spaces have access aisles located on the passenger side of the parking space?			502.3.4
Are all accessible parking spaces, including access aisles stable, firm and slip resistant? Are the access aisles the same level as the parking spaces they serve?			302.1 502.4

Does the access aisle adjoin an accessible route?			502.3
Are accessible spaces identified with a sign that includes the International Symbol of Accessibility?  Is the bottom of the sign at least 60 inches above the ground?			502.6
Are signs reading "van accessible" at van accessible spaces?			502.6
Are all parking spaces and access aisles designed so that cars and vans, when parked, cannot obstruct the required clear width of adjacent accessible routes?			502.7
<b>Exterior Accessible Route</b>			
Is the route stable, firm, and slip-resistant?			302.1
Is there route of travel that does not require the use of stairs?			
Is the route at least 36 inches wide?			403.5.1
Note: The accessible route can narrow to 32 inches min. for a max. of 24 inches. These narrower portions of the route must be at least 48 inches from each other.			
If the route is greater than 200 feet in length and less than 60 inches wide, is there a passing space no less than 60 x 60 inches?			403.5.3

# ADA TRANSITION PLAN

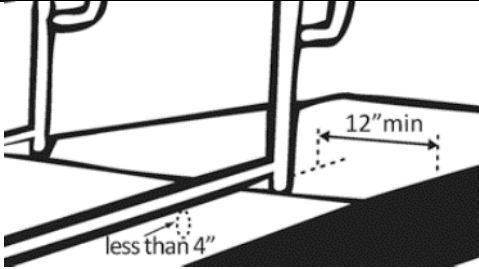
			
<p>If there are grates or openings on the route, are the openings no larger than 1/2 inches?</p> <p>Is the long dimension perpendicular to the dominant direction of travel?</p>			302.3
<p>Can all objects protruding into the circulation paths be detected by a person with a visual disability?</p> <p>Objects with leading edges more than 27 inches and not more than 80 inches above the finish floor or ground shall protrude 4 inches maximum horizontally into the circulation path.</p>			307.2
<p>Is the running slope of a walking surface no steeper than 1:20, i.e. for every inch of height change there are at least 20 inches of route run?</p> <p>Note: If the running slope is steeper than 1:20, treat as a ramp and add features such as edge protection and handrails.</p>			403.3
<p>Is the cross slope no steeper than 1:48?</p>			403.3
<b>Curb Ramps</b>			

<p>If the accessible route crosses a curb, is there a curb ramp?</p>			<p>402.2</p>
<p>Is the running slope of the curb ramp no steeper than 1:12, i.e. for every inch of height change there are at least 12 inches of curb ramp run?</p>			<p>405.2 406.1</p>
<p>Is the cross slope of the curb ramp, excluding flares, no steeper than 1:48?</p>			<p>405.3 406.1</p>
<p>Is the curb ramp, excluding flares, at least 36 inches wide?</p>			<p>405.5 406.1</p>
<p>At the top of the curb ramp is there a level landing (slope no steeper than 1:48 in all directions) that is at least 36 inches long and at least as wide as the curb ramp?</p> <p>If there are curb ramp flares, are the slopes of the flares no steeper than 1:10, i.e. for every inch of height change there are at least 10 inches of flare run?</p>			<p>406.3 406.4</p>
<p>If the landing at the top is less than 36 inches long, are there curb ramp flares?</p> <p>Are the slopes of the flares no greater than 1:12?</p>			<p>406.4</p>
<p><b>Ramps</b> If any portion of the accessible route is steeper than 1:20, it should be treated as a ramp.</p>			

# ADA TRANSITION PLAN

<p>If there is a ramp, is it at least 36 inches wide?</p> <p>Note: if there are handrails, measure between the handrails.</p>			405.5
<p>Is the surface stable, firm, and slip resistant?</p>			405.4
<p>For each section of the ramp, is the running slope no greater than 1:12, i.e. for every inch of height change there are at least 12 inches of ramp run?</p> <p>Note: Rises no greater than 3 inches with a slope no steeper than 1:8 and rises no greater than 6 inches with a slope no steeper than 1:10 are permitted when such slopes are necessary due to limitations.</p>			405.2
<p>Is there a level landing that is at least 60 inches long and at least as wide as the ramp:</p> <p>At the top of the ramp?</p> <p>At the bottom of the ramp?</p>			405.7.2 405.7.3
<p>Is there a level landing where the ramp changes direction that is at least 60 x 60 inches?</p>			405.7.4
<p>Does the ramp rise no more than 30 inches between landings?</p>			405.6
<p>If the ramp has a rise higher than 6 inches, are there handrails on both sides?</p> <p>Note: Curb ramps are not required to have handrails.</p>			405.8

Is the top of the handrail gripping surface no less than 34 inches and no greater than 38 inches above the surface?			505.4
Is the handrail gripping surface continuous and not obstructed along the top or sides?  If there are obstructions, is the bottom of the gripping surface obstructed no greater than 20%?			505.3 505.6
If the handrail gripping surface is circular, is it no less than 1 1/4 inches and no greater than 2 inches in diameter?			505.7.1
If the handrail gripping surface is non-circular:  Is the perimeter no less than 4 inches and no greater than 6 1/4 inches?  Is the cross section no greater than 2 1/4 inches?			505.7.2
Is there at least 1 1/2 min clearance between the handrail gripping surface and adjacent surfaces?			505.5
Does the handrail:  Extend at least 12 inches horizontally beyond the top and bottom of the ramp?  Return to a wall, guard, or landing surface?  Note: if a 12 inch extension would be a hazard (in circulation path) it is not required.			505.10.1

<p>To prevent wheelchair casters and crutch tips from falling off:</p> <p>Does the surface of the ramp extend at least 12 inches beyond the inside face of the handrail?</p> <p>Or</p> <p>Is there a curb or barrier that prevents the passage of a 4-inch diameter sphere?</p>		<p>405.9.1</p> <p>405.9.2</p>
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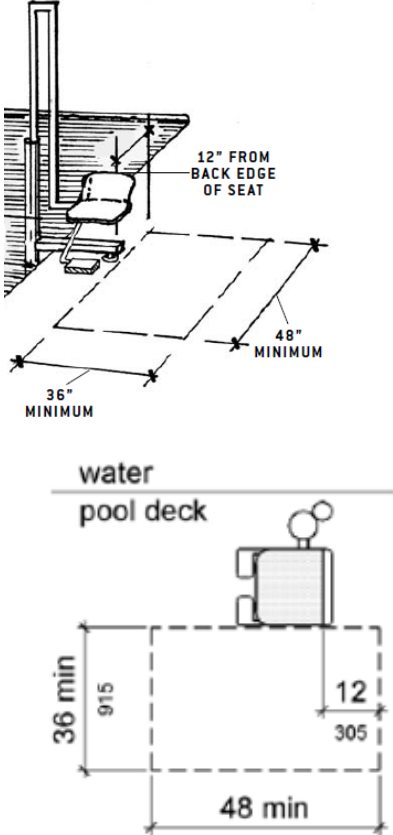
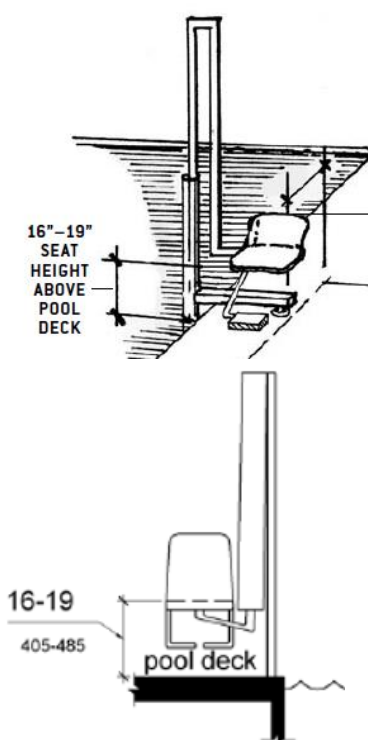
## Swimming Pools

### Pool Lifts

<p>Are there at least two accessible means of entry provided for the swimming pool?</p> <p>Is at least one of the accessible means of entry a swimming pool lift or a sloped entry?</p> <p><b>EXCEPTIONS:</b></p> <p>1. Where a swimming pool has less than 300 linear feet of swimming pool wall, no more than one accessible means of entry shall be required provided that the accessible means of entry is a swimming pool lift complying with 1009.2 or sloped entry complying with 1009.3.</p> <p>2. Wave action pools, leisure rivers, sand bottom pools, and other pools where user access is limited to one area shall not be required to provide more than one accessible means of entry provided that the accessible means of entry is a swimming pool lift complying with 1009.2, a sloped entry complying with 1009.3, or a transfer system complying with 1009.5. 3. Catch pools shall not be required to provide an accessible means of entry provided that the catch pool edge is on an accessible route.</p>	<p><b>Examples:</b></p> <ol style="list-style-type: none"> <li>1. Swimming Pool Lifts (1009.2)</li> <li>2. Sloped Entries (1009.3)</li> <li>3. Transfer Walls (1009.4)</li> <li>5. Transfer Systems (1009.5)</li> <li>6. Pool Stairs (1009.6)</li> </ol> <p><b>Advisory:</b> Where more than one means of access is provided into the water, it is recommended that the means be different. Providing different means of access will better serve the varying needs of people with disabilities in getting into and out of a swimming pool. It is also recommended that where two or more means of access are provided, they not be provided in the same location in the pool. Different locations will provide increased options for entry and exit, especially in larger pools.</p>	<p>242.2</p>
<p>Where provided, pool lifts, sloped entries, transfer</p>		<p>1009.1</p>

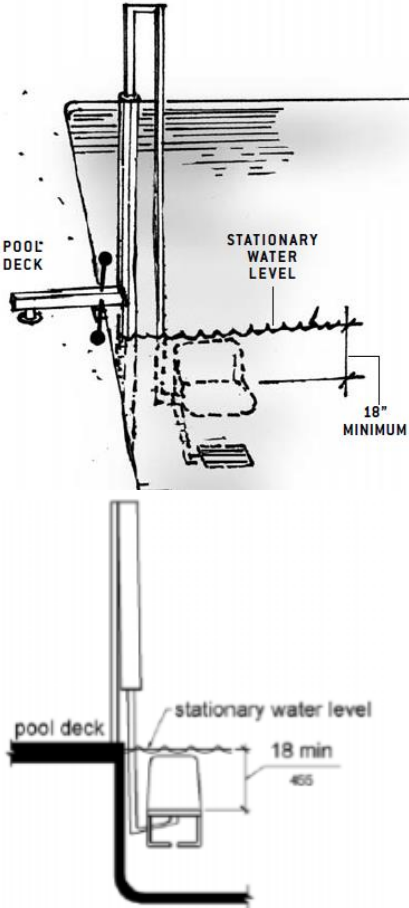


walls, transfer systems, and pool stairs shall comply with 1009.			
Is there a pool lift provided?			
<p>Is the pool lift located where the water level does not exceed 48 inches?</p> <p><b>Exceptions:</b></p> <ol style="list-style-type: none"> <li>1. Where the entire pool depth is greater than 48 inches, compliance with 1009.2.1 is not required.</li> <li>2. Where multiple pool lift locations are provided, no more than one pool lift shall be required to be located in an area where the water level is 48 inches maximum.</li> </ol>			1009.2.1
<p>In the raised position, is the centerline of the seat located over the deck and 16 inches minimum from the edge of the pool?</p> <p>Is the slope of the deck surface between the centerline of the seat and the pool edge less than 1:48?</p>			1009.2.2

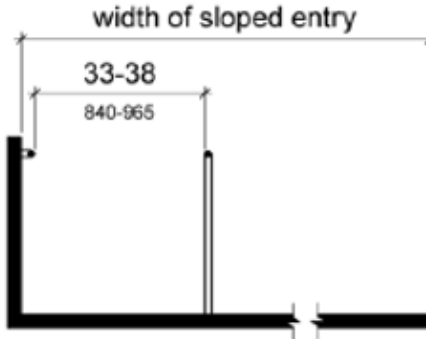

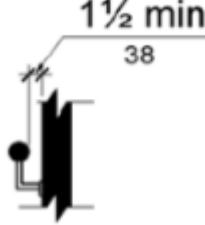
<p>On the side of the seat opposite the water, is there a clear deck space provided parallel with the seat?</p> <p>Is the space 36 inches wide minimum and does it extend forward 48 inches minimum from a line located 12 inches behind the rear edge of the seat?</p> <p>Is the clear space sloped less than 1:48?</p>			1009.2.3
<p>Is the lift designed to allow a stop at 16 inches minimum to 19 inches maximum measured from the deck to the top of the seat surface when in the raised (load) position</p>			1009.2.4
<p>Is the seat 16 inches wide minimum?</p>			1009.2.5
<p>Are foot rests provided?</p>			1009.2.6

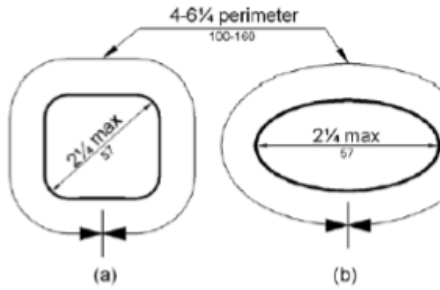
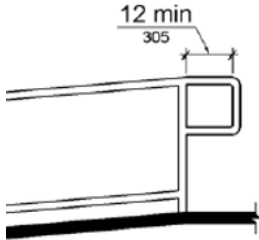
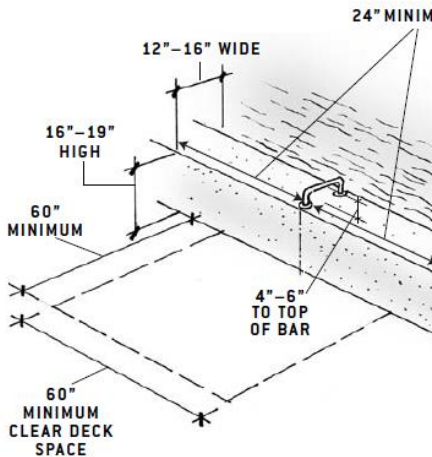
# ADA TRANSITION PLAN

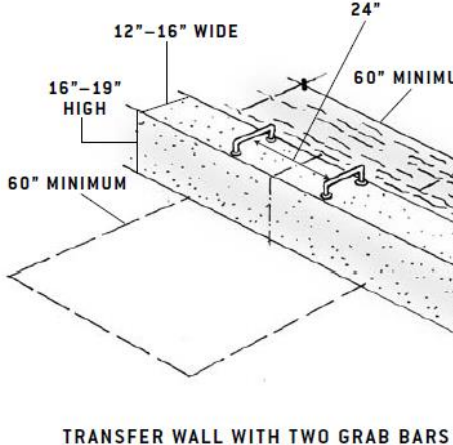
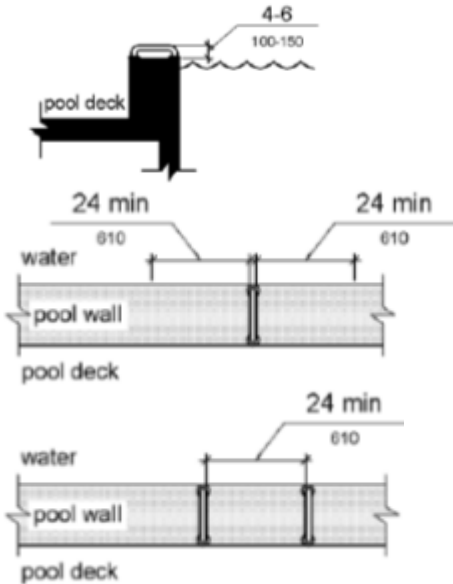
<p>Do they move with the seat?</p> <p>If armrests are provided, is the armrest position opposite the water removable or folds clear of the seat when in the raised position?</p>			
<p>Is the lift capable of unassisted operation from both the deck and water levels?</p> <p>Are the controls and operating mechanisms unobstructed when the lift is in use and comply with 309.4.</p>			1009.2.7
<p>Are the operable parts operable with one hand, does not require tight grasping, pinching, or twisting?</p> <p>Is the force required to activate to operable parts less than 5 pounds?</p>			309.4

<p>Is the lift designed so the seat will submerge to a water depth of 18 inches minimum below the stationary water level?</p>			<p>1009.2.8</p>
<p>Does the single person lift have a weight capacity of 300 pounds minimum?</p> <p>Is it capable of sustaining a static load of at least one and a half times the rated load?</p>			
<p><b>Sloped Entries</b></p>			
<p><b>Advisory 1009.3:</b> Personal wheelchairs and mobility devices may not be appropriate for submerging in water. Some may have batteries, motors, and electrical systems that when submerged in water may cause damage to the personal mobility device or wheelchair or may contaminate the pool water. Providing an aquatic wheelchair made of non-corrosive materials and designed for access into the water will protect the water from contamination and</p>			<p>1009.3</p>

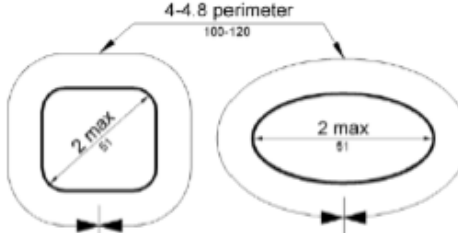
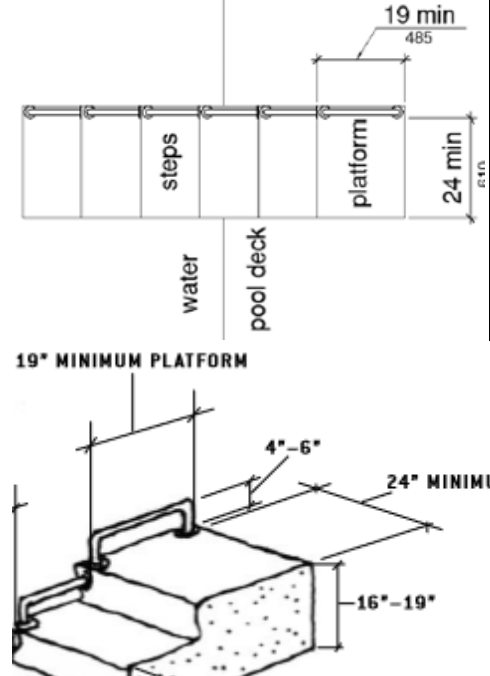
avoid damage to personal wheelchairs or other mobility aids.			
Sloped entries need to comply with Chapter 4 except as modified in 1009.3.1 through 1009.3.3.	<b>Exception:</b> Where sloped entries are provided, the surface is not required to be slip resistant.		1009.3.1
Is the slope of the ramp no greater than 1:12?			405.2
Is the cross slope of the ramp no greater than 1:48?			405.3
Is the clear width of the ramp and the clear width between the handrails at least 36 inches?			504.5
Do the sloped entries extend to a depth of 24 inches minimum and 30 inches maximum below the stationary water level?  Where landings are required by 405.7, is at least one landing located 24 inches minimum and 30 inches maximum below the stationary water line?  <b>Exception:</b> In wading pools, the sloped entry and landings, if provided, need to extend to the deepest part of the wading pool.			1009.3.2
Are there at least two handrails complying with 505 on the sloped entry?  Is the clear width between the handrails 33 inches minimum and 38 inches maximum wide?  <b>Exceptions:</b> 1. Handrail extensions specified by 505.10.1 shall not be required at the bottom landing serving a sloped entry. 2. Where a sloped entry is provided for wave action pools, leisure rivers, sand bottom pools, and other pools where user access is			505.2 1009.3.3

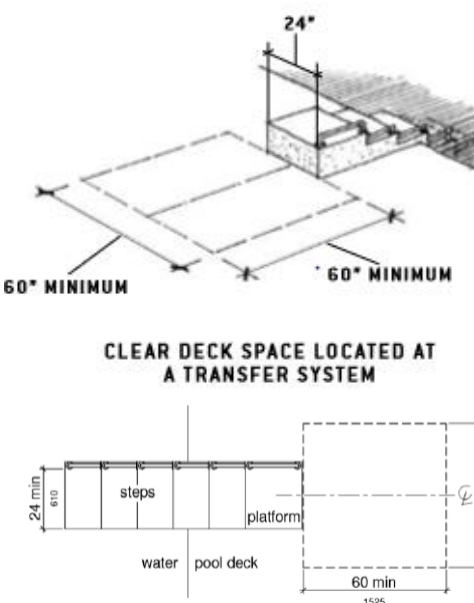
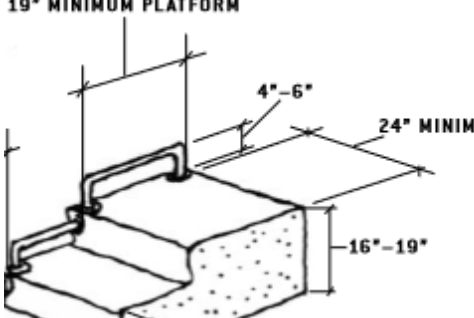
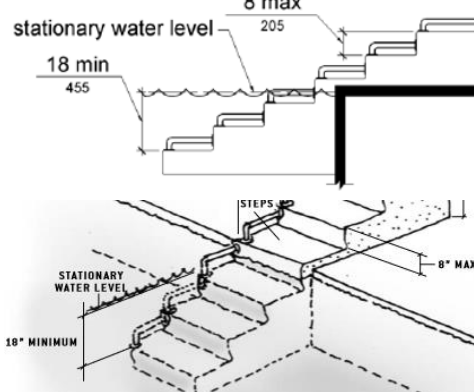
<p>limited to one area, the handrails shall not be required to comply with the clear width requirements of 1009.3.3.</p> <p>3. Sloped entries in wading pools shall not be required to provide handrails complying with 1009.3.3. If provided, handrails on sloped entries in wading pools shall not be required to comply with 505.</p>			
<p>Are the handrails continuous within the full length of the sloped entry?</p>			505.3
<p>Is the top gripping surface of the handrails 34 inches minimum to 38 inches maximum above the walking surface of the sloped entry?</p>			505.4
<p>Is the clearance between handrail gripping surfaces and adjacent surfaces at least 1 ½ inches?</p>			505.5
<p>Is the handrail gripping surface continuous along the length and not obstructed along the top sides?</p> <p>Are the bottoms of the handrail gripping surface no obstructed more than 20% of their length?</p> <p>Where provided, are there horizontal projection that occur 1 ½ inches minimum below the bottom of the handrail gripping surface?</p>			505.6

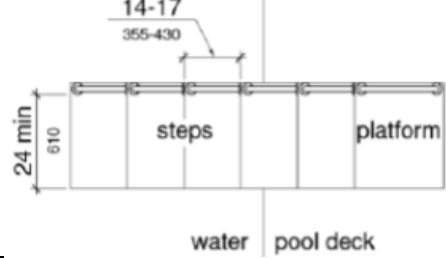
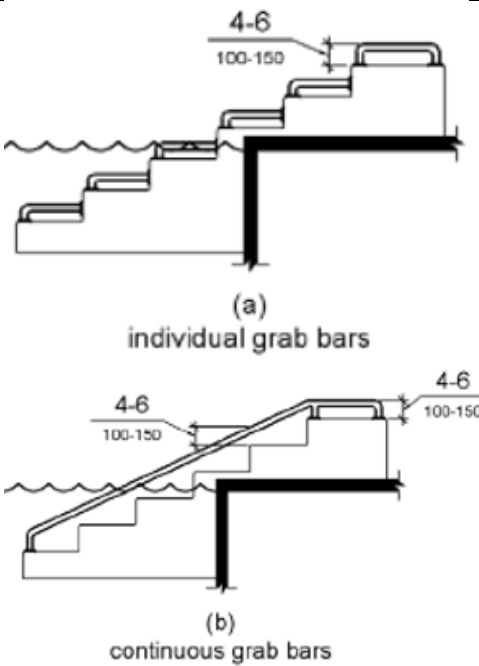
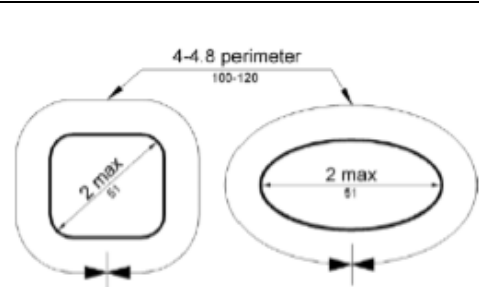
<p>If the handrail gripping surface has a circular cross section, is the outside diameter 1 ¼ inches minimum and 2 inches maximum?</p> <p>If the handrail gripping surface is non-circular does the cross section have a diameter of 4 inches minimum and 6 ¼ inches maximum with a cross section dimension of 2 ¼ inches maximum?</p>		<p>505.7.1 505.7.2</p>
Are the gripping surfaces and any adjacent surface free of sharp or abrasive elements?		505.8
Do the handrails rotate in their fittings?		505.9
Do the handrails extend beyond the top of the sloped entrance?		505.10 1009.3.3 Exception 1
The ramp handrails extend 12 inches minimum at the top of the ramp?		505.10.1 1009.3.3 Exception 1
<b>Transfer Walls</b>		
<p>Is there a clear deck space of 60 inches minimum by 60 inches minimum?</p> <p>Is the slope no steeper than 1:48?</p> <p>If one grab bar is provided, is the clear deck space centered on the grab bar?</p> <p>Is the height of the transfer wall 16 inches minimum and 19 inches maximum measured from the deck?</p> <p>Is the depth of the transfer wall 12 inches minimum and 16 inches maximum?</p>		<p>1009.4.1 1009.4.2 1009.4.3</p>

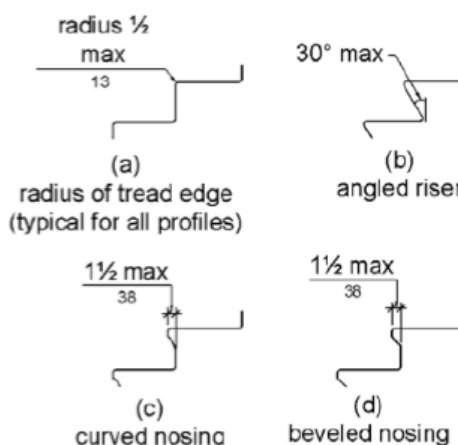
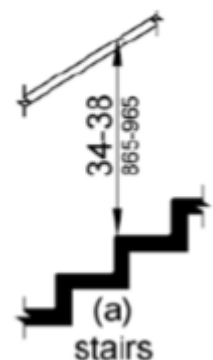
Is the length of the transfer wall 60 inches minimum and centered on the clear deck space?			
<p>If there are two grab bars, is the clear deck space centered between the grab bars?</p> <p>Is the slope no steeper than 1:48?</p> <p>If one grab bar is provided, is the clear deck space centered on the grab bar?</p> <p>Is the height of the transfer wall 16 inches minimum and 19 inches maximum measured from the deck?</p> <p>Is the depth of the transfer wall 12 inches minimum and 16 inches maximum?</p> <p>Is the length of the transfer wall 60 inches minimum and centered on the clear deck space?</p>	 <p>TRANSFER WALL WITH TWO GRAB BARS</p>		<p>1009.4.1</p> <p>1009.4.2</p> <p>1009.4.3</p>
<p>Are the transfer walls sharp?</p> <p>Do they have rounded edges?</p>			1009.4.4
<p>Are the grab bars perpendicular to the pool wall and extend the full depth of the transfer wall?</p> <p>Is the top of the gripping surface 4 inches minimum and 6 inches maximum above the transfer walls?</p> <p>If one grab bar is provided, is there 24 inches minimum clearance on both sides of the bar?</p> <p>If two grab bars are provided, is there 24 inches minimum clearance between the grab bars?</p>			1009.4.5

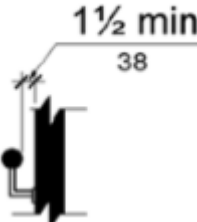
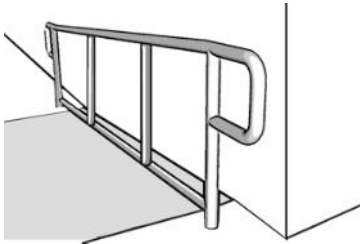
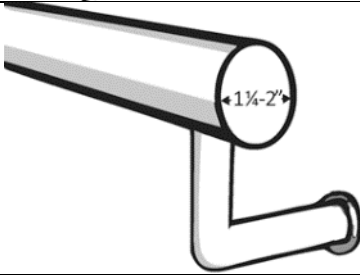
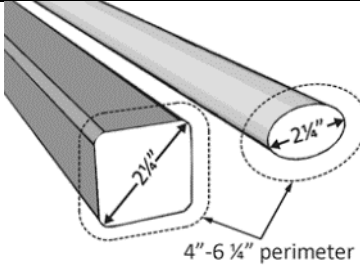


Does at least one grab bar comply with 609?			1009.4.5
<p>If the grab bar is circular, is the outside diameter 1 ¼ inches minimum and 2 inches maximum?</p> <p>If the grab bar is non-circular, is the cross section dimension 2 inches maximum with a perimeter dimension of 4 inches minimum and 4.8 inches maximum?</p>			<p>609.2.1</p> <p>609.2.2</p>
Do the grab bars rotate in their fittings?			609.6
<b>Transfer Systems</b>			
<p>If a transfer system is provided, is there a transfer platform at the head of the system 19 inches minimum clear depth and 24 inches minimum clear width?</p>			1009.5.1

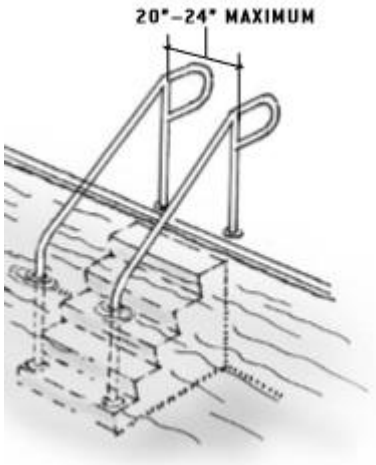
<p>Is there a transfer space of 60 inches minimum by 60 inches minimum, with a slope less than 1:48 provided at the base of the transfer platform surface?</p> <p>Is the space centered along a 24 inch minimum side of the transfer platform?</p> <p>Is the side of the transfer platform serving the transfer space unobstructed?</p>	 <p>60" MINIMUM</p> <p>24"</p> <p>60" MINIMUM</p> <p>CLEAR DECK SPACE LOCATED AT A TRANSFER SYSTEM</p> <p>24 min</p> <p>60 min</p> <p>steps</p> <p>platform</p> <p>water</p> <p>pool deck</p> <p>60 min</p> <p>1525</p>		<p>1009.5.2</p>
<p>Is the height of the platform system 16 inches minimum and 19 inches maximum?</p>	 <p>19" MINIMUM PLATFORM</p> <p>4"-6"</p> <p>24" MINIMUM</p> <p>16"-19"</p>		<p>1009.4.2</p> <p>1009.5.3</p>
<p>Are the height of the transfer steps 8 inches maximum?</p> <p>Does the surface of the bottom tread extend to a water depth of 18 inches below the stationary water level?</p>	 <p>8 max</p> <p>stationary water level</p> <p>18 min</p> <p>455</p> <p>STATIONARY WATER LEVEL</p> <p>STEPS</p> <p>8" MAX</p> <p>19" MINIMUM</p>		<p>1009.5.4</p>
<p>Is the surface of the transfer system sharp?</p> <p>Does the transfer system have rounded edges?</p>			<p>1009.5.5</p>

<p>Does each transfer step have a tread clear depth of 14 inches minimum and 17 inches maximum?</p> <p>Do the steps have a 24 inch clear width minimum?</p>			
<p>Are there grab bars provided on at least one side of the transfer system?</p> <p>Does the grab bar located at the transfer platform obstruct the transfer?</p> <p>Is there at least one grab bar on each transfer step and the transfer platform, or a continuous grab bar serving each transfer step and the transfer platform provided?</p> <p>If a grab bar is provided on each step, are the tops of the gripping surfaces 4 inches minimum and 6 inches maximum above each step and transfer platform.</p> <p>If a grab bar is continuous, is the top of the gripping surface 4 inches minimum and 6 inches maximum above the step nosing and transfer platform?</p>	 <p>(a) individual grab bars</p> <p>(b) continuous grab bars</p>		<p>1009.5.7</p>
<p>Do the grab bars comply with 609?</p>			<p>1009.5.7</p>
<p>If the grab bar is circular, is the outside diameter 1 ¼ inches minimum and 2 inches maximum?</p> <p>If the grab bar is non-circular, is the cross section dimension 2 inches maximum with a perimeter dimension of 4 inches minimum and 4.8 inches maximum?</p>			<p>609.2.1 609.2.2</p>

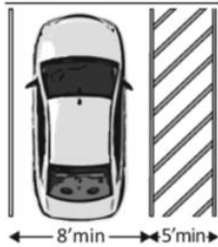
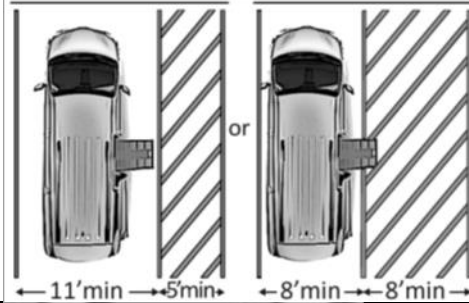

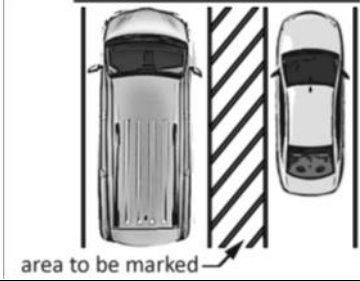
Do the grab bars rotate in their fittings?			609.6
<b>Pool Stairs</b>			
Do the pool stairs comply with 504?			1009.6
<b>Exception:</b> Pool step riser heights shall not be required to be 4 inches high minimum and 7 inches high maximum provided that riser heights are uniform.			
Are the risers open?			504.3
Are there changes in level on the stair treads?			504.4
Is the radius of curvature at the leading edge of the tread 1/2 inch maximum?  Do Nosings that project beyond risers have the underside of the leading edge curved or beveled?  Risers are be permitted to slope under the tread at an angle of 30 degrees maximum from vertical. The permitted projection of the nosing can extend 1 1/2 inches maximum over the tread below.	 <p>radius 1/2 max 13</p> <p>30° max</p> <p>(a) radius of tread edge (typical for all profiles)</p> <p>(b) angled riser</p> <p>1 1/2 max 38</p> <p>(c) curved nosing</p> <p>(d) beveled nosing</p>		504.5
Do the stairs have handrails?			504.6
Are they provided on both sides of the steps?			505.2
Are the handrails continuous within the full length of each stair flight?			505.3
Is the top of the gripping surface 34 inches minimum and 38 inches maximum vertically above the stair nosings?	 <p>(a) stairs</p>		505.4

Is the clearance between handrail gripping surfaces and adjacent surfaces 1 ½ inches minimum?			505.5
Is the handrail gripping surface continuous and not obstructed along the top or sides?  If there are obstructions, is the bottom of the gripping surface obstructed no greater than 20%?			505.3 505.6
If the handrail gripping surface is circular, is it no less than 1 ¼ inches and no greater than 2 inches in diameter?			505.7.1
If the handrail gripping surface is non-circular:  Is the perimeter no less than 4 inches and no greater than 6 ¼ inches?  Is the cross section no greater than 2 ¼ inches?			505.7.2

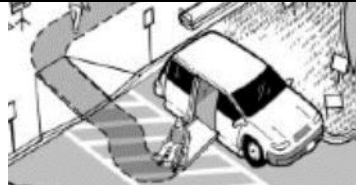
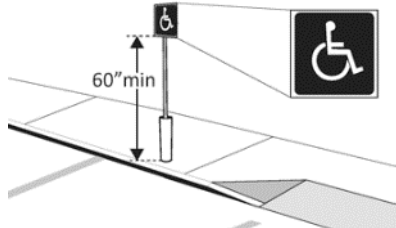
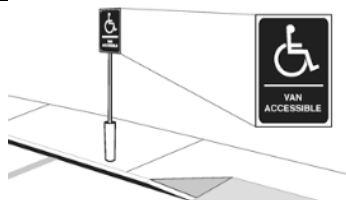

# ADA TRANSITION PLAN

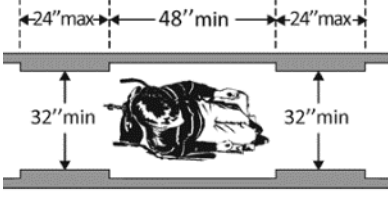
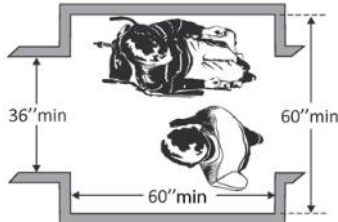
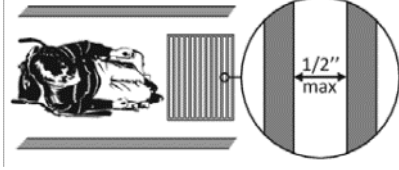
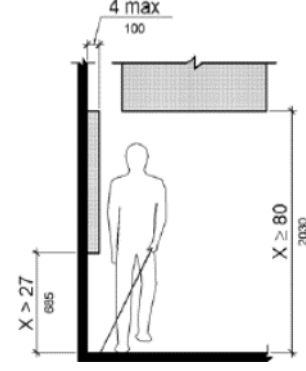
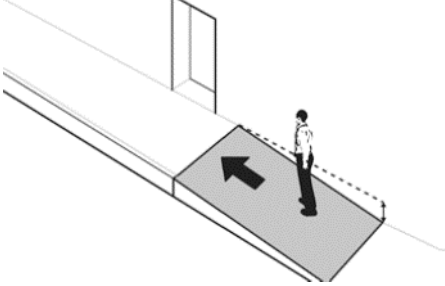
<p>Is the width between the handrails 20 inches minimum and 24 inches maximum?</p> <p>Handrail extensions required by 505.10.3 are not required on pool stairs.</p>	 <p>The diagram illustrates a set of pool stairs with handrails. A dimension line at the top indicates a spacing of '20"-24" MAXIMUM' between the handrails. The stairs are labeled 'POOL STAIRS' at the bottom. The diagram shows the handrails extending over the stairs, with dashed lines indicating the required extension length.</p>		<p>1009.6.2</p>

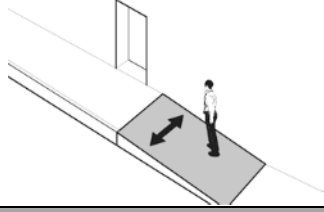
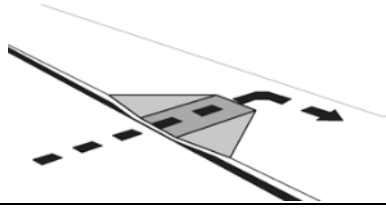
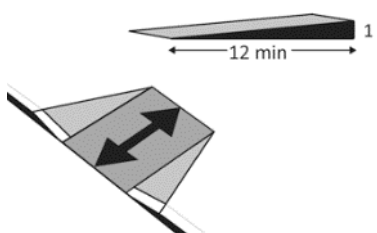
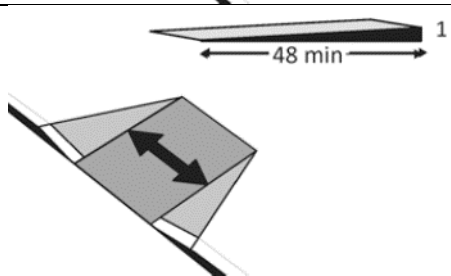
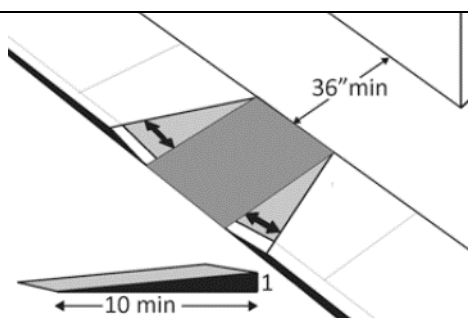
Play Areas		Comments	Reference												
<b>Play Areas</b> (2010 Standards – 206, 240, & 1008) Note: Play areas for children under age 2 and play areas in family child care facilities where the proprietor resides do not have to comply.															
<p>Is there an accessible route to the entrance of the play area?</p> <p>If there are separate play areas within a site for specific age groups, is there an accessible route to each play area?</p> <p>Is there an accessible route within the play area connecting ground level play components that are on an accessible route including the entry and exit points of those components?</p>															
<b>Priority 1: Approach and Entrance</b>															
<b>Parking</b> Accessible parking spaces should be identified by size, access aisle, and signage.															
<p>Is there at least one route from site arrival points (parking, passenger loading zones, public sidewalks, and public transportation stops) that does not require the use of stairs?</p>			206.2.1												
<p>Are the minimum number of accessible parking spaces provided, based on the total number of available parking spaces?</p>	<table><tr><th>Total Spaces</th><th>Accessible Spaces</th></tr><tr><td>1 - 25</td><td>1</td></tr><tr><td>26 - 50</td><td>2</td></tr><tr><td>51 - 75</td><td>3</td></tr><tr><td>76 - 100</td><td>4</td></tr><tr><td colspan="2">100+ see 2010 Standards 208.2</td></tr></table>	Total Spaces	Accessible Spaces	1 - 25	1	26 - 50	2	51 - 75	3	76 - 100	4	100+ see 2010 Standards 208.2			502 208.2
Total Spaces	Accessible Spaces														
1 - 25	1														
26 - 50	2														
51 - 75	3														
76 - 100	4														
100+ see 2010 Standards 208.2															
<p>Are the accessible spaces the ones closest to an accessible entrance?</p> <p>Note: If parking serves multiple entrances, accessible parking should be dispersed.</p>			208.3.1												

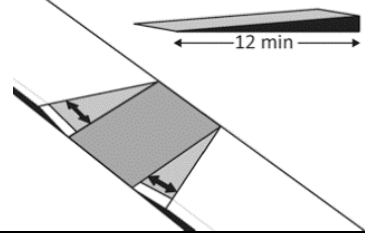
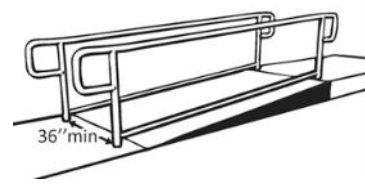
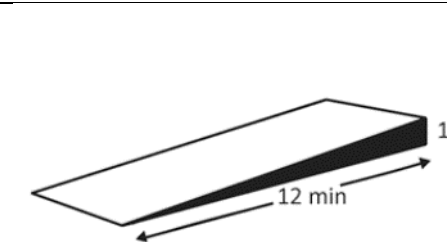
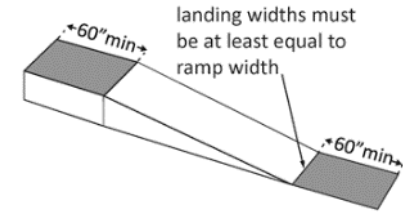
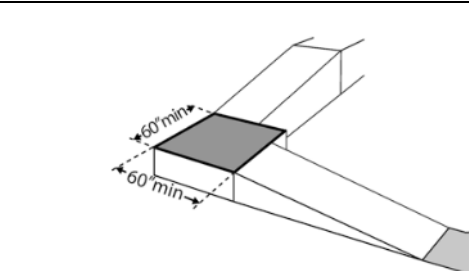
Of the accessible spaces, is at least one a van accessible space?*		*For every 6 or fraction of 6 parking spaces required by the table above, at least 1 should be a van accessible space.		208.2.4
Is there an access aisle serving the parking spaces and adjoining an accessible route? Two parking spaces shall be permitted to share a common access aisle.				502.3
Are accessible car parking spaces at least 96 inches wide and an access aisle at least 60 inches wide.				502.2 502.3
Are van accessible parking spaces at least 132 inches wide? Van parking spaces are permitted to be 96 inches wide minimum where the access aisle is 96 inches wide minimum.				502.2 Exception
Is at least 98 inches of vertical clearance provided for the van accessible space?				502.5
Is the access aisle marked so as to discourage parking in it?				502.3.3
Does the access aisle overlap the vehicular way?				502.3.4
Do angled van parking spaces have access aisles located on the passenger side of the parking space?				502.3.4

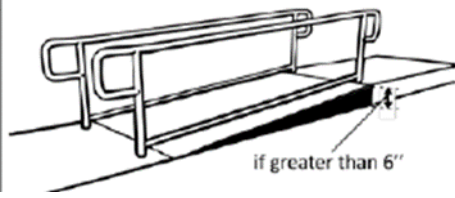
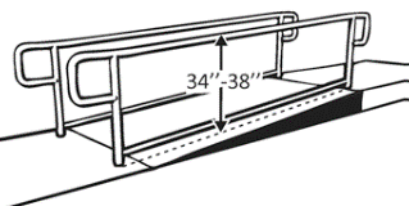
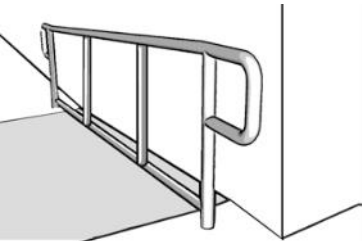
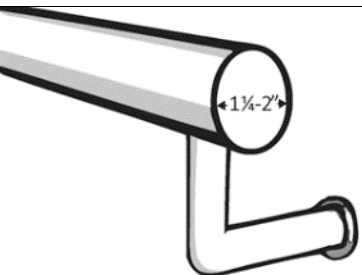
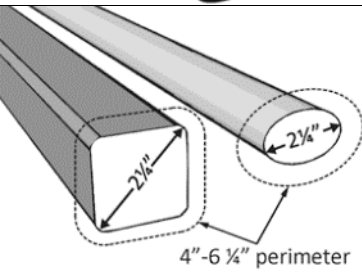
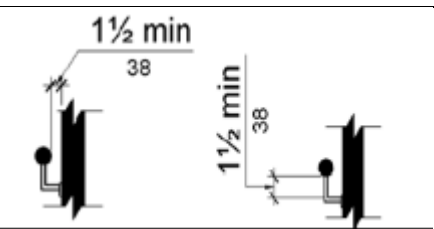


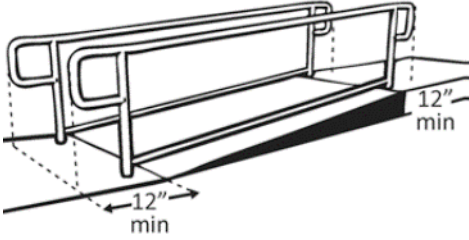
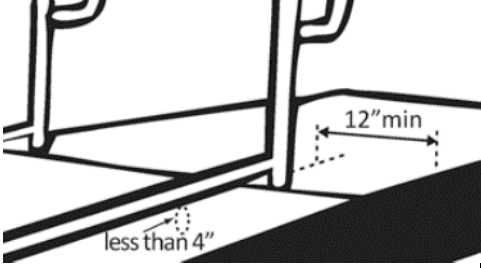
Are all accessible parking spaces, including access aisles stable, firm and slip resistant? Are the access aisles the same level as the parking spaces they serve?				302.1 502.4
Does the access aisle adjoin an accessible route?				502.3
Are accessible spaces identified with a sign that includes the International Symbol of Accessibility?  Is the bottom of the sign at least 60 inches above the ground?				502.6
Are signs reading "van accessible" at van accessible spaces?				502.6
Are all parking spaces and access aisles designed so that cars and vans, when parked, cannot obstruct the required clear width of adjacent accessible routes?				502.7
<b>Exterior Accessible Route</b>				
Is the route stable, firm, and slip-resistant?				302.1
Is there route of travel that does not require the use of stairs?				
Is the route at least 36 inches wide?				403.5.1

<p>Note: The accessible route can narrow to 32 inches min. for a max. of 24 inches. These narrower portions of the route must be at least 48 inches from each other.</p>			
<p>If the route is greater than 200 feet in length and less than 60 inches wide, is there a passing space no less than 60 x 60 inches?</p>			403.5.3
<p>If there are grates or openings on the route, are the openings no larger than 1/2 inches?</p> <p>Is the long dimension perpendicular to the dominant direction of travel?</p>			302.3
<p>Can all objects protruding into the circulation paths be detected by a person with a visual disability?</p> <p>Objects with leading edges more than 27 inches and not more than 80 inches above the finish floor or ground shall protrude 4 inches maximum horizontally into the circulation path.</p>			307.2
<p>Is the running slope of a walking surface no steeper than 1:20, i.e. for every inch of height change there are at least 20 inches of route run?</p> <p>Note: If the running slope is steeper than 1:20, treat as a ramp and add features such as edge protection and handrails.</p>			403.3

Is the cross slope no steeper than 1:48?			403.3
<b>Curb Ramps</b>			
If the accessible route crosses a curb, is there a curb ramp?			402.2
Is the running slope of the curb ramp no steeper than 1:12, i.e. for every inch of height change there are at least 12 inches of curb ramp run?			405.2 406.1
Is the cross slope of the curb ramp, excluding flares, no steeper than 1:48?			405.3 406.1
Is the curb ramp, excluding flares, at least 36 inches wide?			405.5 406.1
At the top of the curb ramp is there a level landing (slope no steeper than 1:48 in all directions) that is at least 36 inches long and at least as wide as the curb ramp?  If there are curb ramp flares, are the slopes of the flares no steeper than 1:10, i.e. for every inch of height change there are at least 10 inches of flare run?			406.3 406.4
If the landing at the top is less than 36 inches long, are there curb ramp flares?			406.4

Are the slopes of the flares no greater than 1:12?			
<b>Ramps</b> If any portion of the accessible route is steeper than 1:20, it should be treated as a ramp.			
<p>If there is a ramp, is it at least 36 inches wide?</p> <p>Note: if there are handrails, measure between the handrails.</p>			405.5
Is the surface stable, firm, and slip resistant?			405.4
<p>For each section of the ramp, is the running slope no greater than 1:12, i.e. for every inch of height change there are at least 12 inches of ramp run?</p> <p>Note: Rises no greater than 3 inches with a slope no steeper than 1:8 and rises no greater than 6 inches with a slope no steeper than 1:10 are permitted when such slopes are necessary due to limitations.</p>			405.2
<p>Is there a level landing that is at least 60 inches long and at least as wide as the ramp?</p> <p>At the top of the ramp?</p> <p>At the bottom of the ramp?</p>			405.7.2 405.7.3
Is there a level landing where the ramp changes direction that is at least 60 x 60 inches?			405.7.4

Does the ramp rise no more than 30 inches between landings?			405.6
<p>If the ramp has a rise higher than 6 inches, are there handrails on both sides?</p> <p>Note: Curb ramps are not required to have handrails.</p>			405.8
Is the top of the handrail gripping surface no less than 34 inches and no greater than 38 inches above the surface?			505.4
<p>Is the handrail gripping surface continuous and not obstructed along the top or sides?</p> <p>If there are obstructions, is the bottom of the gripping surface obstructed no greater than 20%?</p>			505.3 505.6
If the handrail gripping surface is circular, is it no less than 1 1/4 inches and no greater than 2 inches in diameter?			505.7.1
<p>If the handrail gripping surface is non-circular:</p> <p>Is the perimeter no less than 4 inches and no greater than 6 1/4 inches?</p> <p>Is the cross section no greater than 2 1/4 inches?</p>			505.7.2
Is there at least 1 1/2 min clearance between the handrail gripping surface and adjacent surfaces?			505.5

<p>Does the handrail:</p> <p>Extend at least 12 inches horizontally beyond the top and bottom of the ramp?</p> <p>Return to a wall, guard, or landing surface?</p> <p>Note: if a 12 inch extension would be a hazard (in circulation path) it is not required.</p>				<p>505.10.1</p>
<p>To prevent wheelchair casters and crutch tips from falling off:</p> <p>Does the surface of the ramp extend at least 12 inches beyond the inside face of the handrail?</p> <p>Or</p> <p>Is there a curb or barrier that prevents the passage of a 4-inch diameter sphere?</p>				<p>405.9.1 405.9.2</p>
<p><b>Play Areas</b></p>				
<p><u>Ground Level Play Components</u></p> <p>Is there an accessible route to at least one of each type of ground level play component?</p> <p>Notes:</p> <p>1. A play component is an element designed to generate play, socialization and learning. In the 2010 Standards ramps, transfer systems, steps, decks, and roofs are not considered play components.</p> <p>2. Ground level play components are components that can be approached and exited at ground level. Examples include rockers, swings,</p>				

diggers, and stand-alone slides. When distinguishing between types of components consider the experience provided. Examples include rocking, swinging, climbing, digging, spinning, and sliding.				
<p>If there are elevated play components, is there an accessible route to at least the following number and type of ground level play components? See chart below.</p> <p>Notes:</p> <p>1. The intent is to provide a variety of experiences for children who want to remain in their wheelchair or with another mobility device and who choose not to transfer to elevated components.</p> <p>2. If a play area includes two or more composite structures for the same age group, use the total number of elevated components to determine the additional number and types of ground level play components to provide on an accessible route.</p> <p>3. If ramps provide access to at least 50 percent of the elevated components and the ramped route goes to at least three different elevated play types, the ground level components in the chart are not required.</p>				


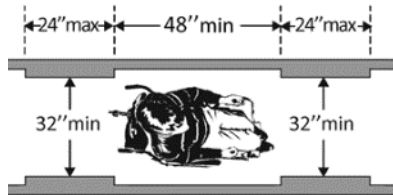
# ADA TRANSITION PLAN

4. The number of ground level components determined by “one of each type” can fulfill the minimum ground level requirements in the table.																																					
<table border="1"> <thead> <tr> <th>Number of Elevated Play Components Provided</th> <th>Minimum Number of Ground Level Play Components Required to be on an Accessible Route</th> <th>Minimum Number of Different Types of Ground Level Play Components Required to be on an Accessible Route</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>n/a</td> <td>n/a</td> </tr> <tr> <td>2 to 4</td> <td>1</td> <td>1</td> </tr> <tr> <td>5 to 7</td> <td>2</td> <td>2</td> </tr> <tr> <td>8 to 10</td> <td>3</td> <td>3</td> </tr> <tr> <td>11 to 13</td> <td>4</td> <td>3</td> </tr> <tr> <td>14 to 16</td> <td>5</td> <td>3</td> </tr> <tr> <td>17 to 19</td> <td>6</td> <td>3</td> </tr> <tr> <td>20 to 22</td> <td>7</td> <td>4</td> </tr> <tr> <td>23 to 25</td> <td>8</td> <td>4</td> </tr> <tr> <td>26 and over</td> <td>8, plus 1 for each additional 3, or fraction thereof, over 25</td> <td>5</td> </tr> </tbody> </table>	Number of Elevated Play Components Provided	Minimum Number of Ground Level Play Components Required to be on an Accessible Route	Minimum Number of Different Types of Ground Level Play Components Required to be on an Accessible Route	1	n/a	n/a	2 to 4	1	1	5 to 7	2	2	8 to 10	3	3	11 to 13	4	3	14 to 16	5	3	17 to 19	6	3	20 to 22	7	4	23 to 25	8	4	26 and over	8, plus 1 for each additional 3, or fraction thereof, over 25	5				
Number of Elevated Play Components Provided	Minimum Number of Ground Level Play Components Required to be on an Accessible Route	Minimum Number of Different Types of Ground Level Play Components Required to be on an Accessible Route																																			
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23 to 25	8	4																																			
26 and over	8, plus 1 for each additional 3, or fraction thereof, over 25	5																																			
<p>If two or more ground level play components are on an accessible route are they dispersed throughout the play area and integrated with other play components?</p> <p>If there is a soft contained play structure with three or fewer entry point, is there an accessible route to at least one entry point?</p> <p>If there are four or more entry points, are there accessible routes to at least two entry points?</p> <p>Notes: 1. A soft contained play area is a play structure made of one or more components on which a person enters a fully enclosed play environment that uses pliable materials such as plastic, soft padding, and fabric.</p>																																					
<u>Accessible Route Connecting Ground</u>																																					

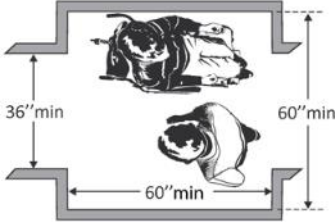
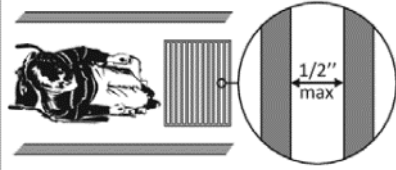
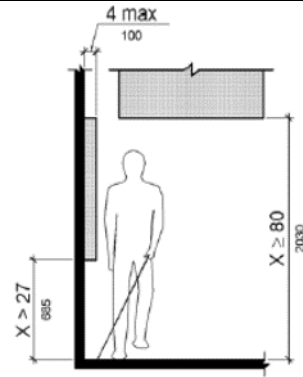
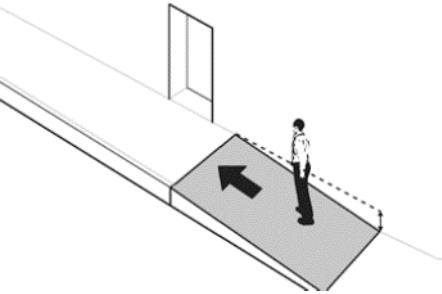
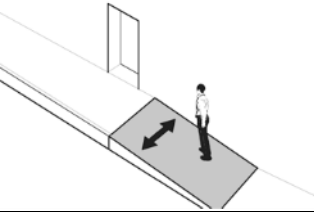


Level Components	Play			
Note: If there is a water play component and the accessible route is submerged, it is not required to be slip resistant, the running slope may be steeper than 1:12 and the cross slope may be steeper than 1:48.				
Is the vertical clearance of the accessible route at least 80 inches above the ground surface?  Note: Objects below 80 inches may not protrude into the accessible route.				
If the play area is less than 1000 square feet: Is the route at least 44 inches wide?  If the route exceeds 30 feet in length is a wheelchair turning space provided, i.e. a circle at least 60 inches in diameter or a T-shaped space within a 60-inch square?				
If the play area is 1000 square feet or greater is the route at least: 60 inches wide Or 36 inches wide for a distance no greater than 60 inches if reduced segments at least 60 wide and at least 60 inches long?  Note: This permits flexibility around site features such as trees and equipment.				
Is the route no steeper than 1:16, i.e. for every inch of height change				

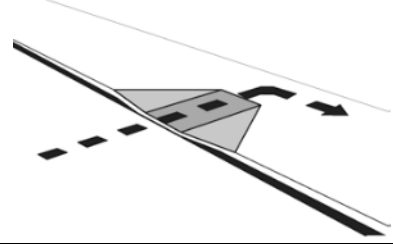
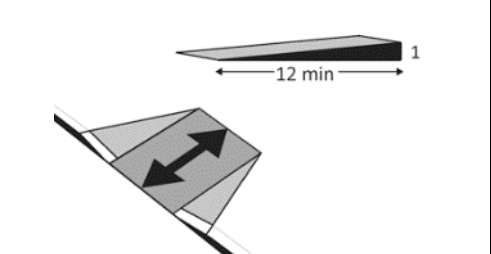
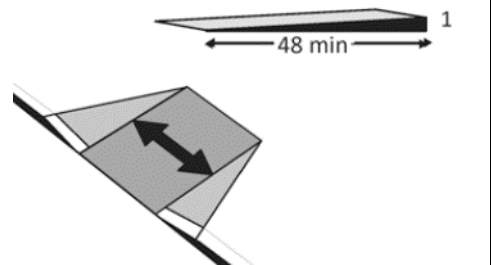
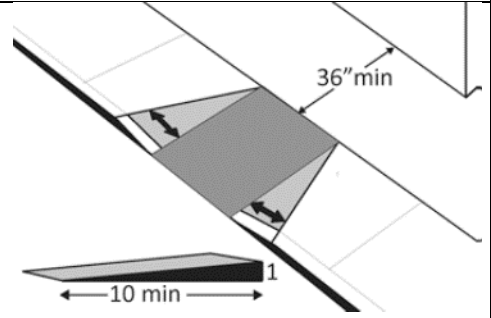
there are at least 16 inches of run?				
<p>If the route is steeper than 1:20 and the rise for a ramp run is higher than 6 inches are there handrails on both sides of the ramp run?</p> <p>Notes:</p> <p>1. Handrail extensions are not required.</p> <p>2. Handrails are not required on ramps within ground level use zones. The use zone is the area beneath and adjacent to a play structure upon which a user would land when falling from or exiting a play structure.</p>				
Is the top of the handrail gripping surface no less than 20 inches and no greater than 28 inches above the ramp surface?				
<p>Is the handrail gripping surface: Circular with an outside diameter of at least .95 inch and no more than 1.55 inches?</p> <p>Or</p> <p>Non-circular providing an equivalent gripping surface?</p>				
<p><u>Elevated Play Components</u></p> <p>Is there an accessible route to entry and exit points of at least 50 percent of elevated components?</p> <p>Note: An elevated play component is a component approached above or below grade that is part of a structure of two or more play components</p>				

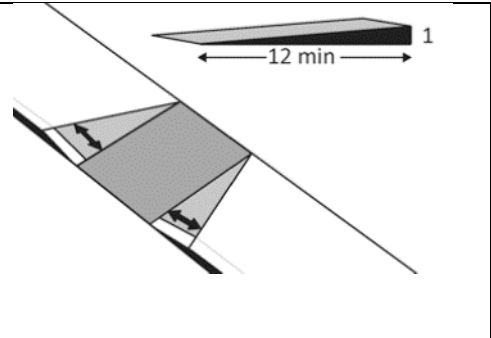
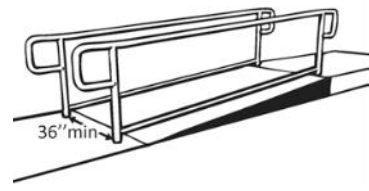
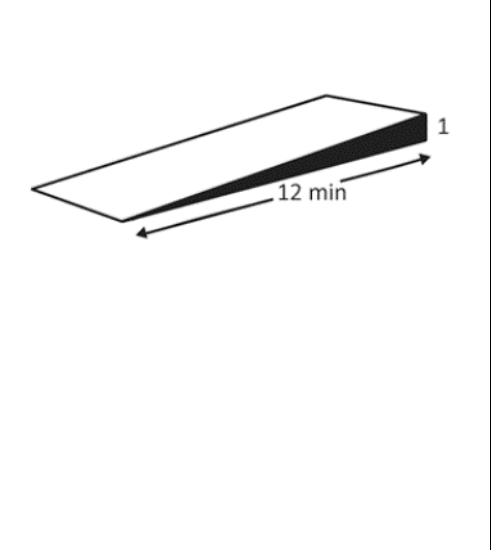
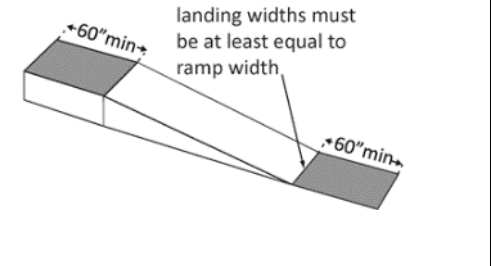
providing more than one play activity.				
If there are 20 or more elevated play components are at least 25% connected by ramps? Are the other 25% that are required to be on an accessible route connected by either ramps or transfer systems?				
If there are fewer than 20 elevated play components are at least 50% connected by either ramps or transfer systems.  Note: Ramps are preferred but are not required.				
<u>Elevated Play Components</u> <u>Accessible Route</u> Use the checklist for Priority 1: Approach & Entrance and the following exceptions and requirements.				
Is the route stable, firm, and slip-resistant?				302.1
Is there route of travel that does not require the use of stairs?				
Is the route at least 36 inches wide?				403.5.1
Note: The accessible route can narrow to 32 inches min. for a max. of 24 inches. These narrower portions of the route must be at least 48 inches from each other.				
If the route is greater than 200 feet in length and less than 60 inches wide, is there a passing				403.5.3

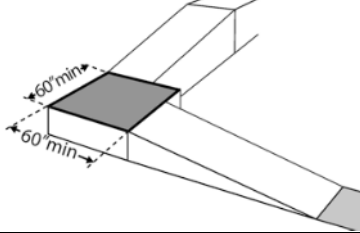
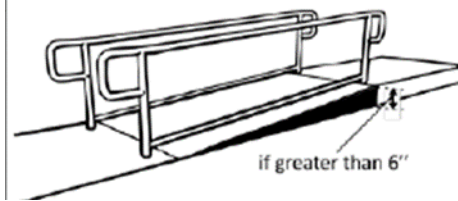
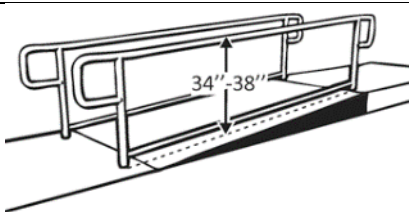
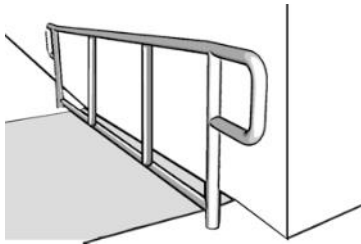
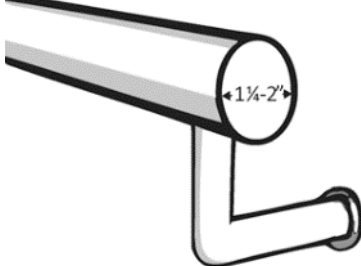
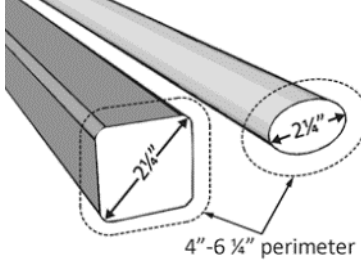
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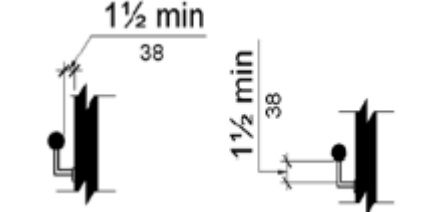
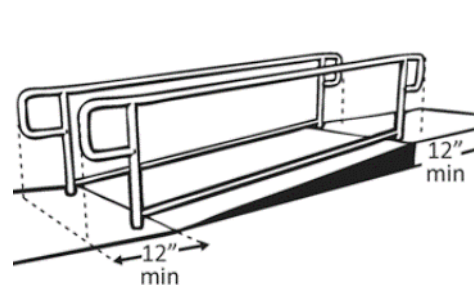
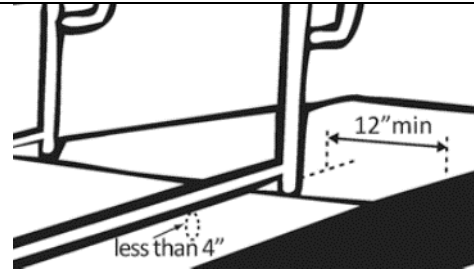
space no less than 60 x 60 inches?			
<p>If there are grates or openings on the route, are the openings no larger than 1/2 inches?</p> <p>Is the long dimension perpendicular to the dominant direction of travel?</p>			302.3
<p>Can all objects protruding into the circulation paths be detected by a person with a visual disability?</p> <p>Objects with leading edges more than 27 inches and not more than 80 inches above the finish floor or ground shall protrude 4 inches maximum horizontally into the circulation path.</p>			307.2
<p>Is the running slope of a walking surface no steeper than 1:20, i.e. for every inch of height change there are at least 20 inches of route run?</p> <p>Note: If the running slope is steeper than 1:20, treat as a ramp and add features such as edge protection and handrails.</p>			403.3
Is the cross slope no steeper than 1:48?			403.3

## Curb Ramps

If the accessible route crosses a curb, is there a curb ramp?			402.2
Is the running slope of the curb ramp no steeper than 1:12, i.e. for every inch of height change there are at least 12 inches of curb ramp run?			405.2 406.1
Is the cross slope of the curb ramp, excluding flares, no steeper than 1:48?			405.3 406.1
Is the curb ramp, excluding flares, at least 36 inches wide?			405.5 406.1
At the top of the curb ramp is there a level landing (slope no steeper than 1:48 in all directions) that is at least 36 inches long and at least as wide as the curb ramp?  If there are curb ramp flares, are the slopes of the flares no steeper than 1:10, i.e. for every inch of height change there are at least 10 inches of flare run?			406.3 406.4
If the landing at the top is less than 36 inches			406.4

<p>long, are there curb ramp flares?</p> <p>Are the slopes of the flares no greater than 1:12?</p>				
<b>Ramps</b> If any portion of the accessible route is steeper than 1:20, it should be treated as a ramp.				
<p>If there is a ramp, is it at least 36 inches wide?</p> <p>Note: if there are handrails, measure between the handrails.</p>				405.5
<p>Is the surface stable, firm, and slip resistant?</p>				405.4
<p>For each section of the ramp, is the running slope no greater than 1:12, i.e. for every inch of height change there are at least 12 inches of ramp run?</p> <p>Note: Rises no greater than 3 inches with a slope no steeper than 1:8 and rises no greater than 6 inches with a slope no steeper than 1:10 are permitted when such slopes are necessary due to limitations.</p>				405.2
<p>Is there a level landing that is at least 60 inches long and at least as wide as the ramp:</p> <p>At the top of the ramp?</p> <p>At the bottom of the ramp?</p>				405.7.2 405.7.3
<p>Is there a level landing where the ramp changes direction that is at least 60 x 60 inches?</p>				405.7.4

				
Does the ramp rise no more than 30 inches between landings?				405.6
If the ramp has a rise higher than 6 inches, are there handrails on both sides?  Note: Curb ramps are not required to have handrails.				405.8
Is the top of the handrail gripping surface no less than 34 inches and no greater than 38 inches above the surface?				505.4
Is the handrail gripping surface continuous and not obstructed along the top or sides?  If there are obstructions, is the bottom of the gripping surface obstructed no greater than 20%?				505.3 505.6
If the handrail gripping surface is circular, is it no less than 1 1/4 inches and no greater than 2 inches in diameter?				505.7.1
If the handrail gripping surface is non-circular:  Is the perimeter no less than 4 inches and no greater than 6 1/4 inches?  Is the cross section no greater than 2 1/4 inches?				505.7.2

<p>Is there at least 1 ½ min clearance between the handrail gripping surface and adjacent surfaces?</p>				<p>505.5</p>
<p>Does the handrail:</p> <p>Extend at least 12 inches horizontally beyond the top and bottom of the ramp?</p> <p>Return to a wall, guard, or landing surface?</p> <p>Note: if a 12 inch extension would be a hazard (in circulation path) it is not required.</p>				<p>505.10.1</p>
<p>To prevent wheelchair casters and crutch tips from falling off:</p> <p>Does the surface of the ramp extend at least 12 inches beyond the inside face of the handrail?</p> <p>Or</p> <p>Is there a curb or barrier that prevents the passage of a 4-inch diameter sphere?</p>				<p>405.9.1 405.9.2</p>
<p>Is the accessible route connecting elevated play components:</p> <p>At least 36 inches wide?</p> <p>Or</p> <p>At least 32 inches wide for a distance no greater than 24 inches if the reduced width segments are separated by segments at least 48 inches long and at least 36 inches wide?</p> <p>Or</p> <p>If part of a transfer system, at least 24 inches wide.</p>				



<p>If there is a ramp are there handrails on both sides?</p> <p>Note: Handrail extensions are not required.</p>				
Is the top of the handrail gripping surface no less than 20 inches and no greater than 28 inches above the ramp surface?				
<p>If the handrail gripping surface is:</p> <p>Circular, is the outside diameter no less than .94 inch and no greater than 1.55 inch?</p>				
Non-circular, is it equivalent to a circular gripping surface with a diameter no less than .94 inch and no greater than 1.55 inch?				
Is the rise for any ramp run connecting elevated play components no greater than 12 inches?				
If a transfer system is provided is the transfer system at least 24 inches wide?				
Is the top of the transfer platform no less than 11 inches and no greater than 18 inches from the ground?				
Is the transfer platform at least 14 inches deep by at least 24 inches wide?				
Is there a clear transfer space at least 30 inches wide by at least 48 inches long adjacent to the platform, with the longer dimension centered on and parallel to the 24 inch minimum long side of the platform?				

Is the side transfer platform adjacent to the clear space unobstructed?				
If movement is intended from transfer platforms to levels with elevated play components that are required to be on an accessible route, are transfer steps provided?				
Are transfer steps:  At least 14 inches deep?  At least 24 inches wide?  No higher than 8 inches?				
Is there at least one means of support for transferring:  On and off the platform?  Up and down the transfer steps?  Note: Examples of supports include a rope loop, a loop type handle, a slot in the edge of a flat horizontal or vertical member, poles or bars, or D rings on the corner posts.				
<u>Play Components</u> Is there at least one clear space for a person in a wheelchair to turn around, i.e. a circle at least 60 inches in diameter or a T-shaped space within a 60-inch square, at:  Ground level play components on an accessible route?				

<p>Elevated play components connected by ramps?</p> <p>Note: The turning space is not required at elevated play components connected only by transfer system.</p>				
<p>If there are swings, is there clear space for a person in a wheelchair to turn around, i.e. a circle at least 60 inches in diameter or a T-shaped space within a 60-inch square, immediately adjacent to at least one swing?</p>				
<p>Is there a clear ground/floor space at least 30 inches wide and 48 inches long at:</p> <p>Each ground level play component required to be on an accessible route?</p> <p>Each elevated play component required to be on an accessible route that is connected by ramps?</p> <p>Notes:</p> <p>1. The clear ground space is not required at elevated play components connected only by transfer system.</p> <p>2. Clear ground spaces 30 inches minimum by 48 inches minimum, 60 inch minimum turning spaces and accessible routes may overlap.</p>				
<p>If there is a play table for children older than 5 years:</p>				

<p>Are tops of rims, curbs, or other obstructions no greater than 31 inches above the ground?</p> <p>Is there clear ground space at least 30 inches wide by at least 48 inches long for a forward approach?</p> <p>Is there clear knee space underneath: At least 17 inches high?</p> <p>Does it extend at least 17 inches deep?</p> <p>Is it at least 30 inches wide?</p>				
<p>If there is a play table for children 5 years or younger:</p> <p>Does it provide knee space as noted above? Or</p> <p>Is there clear ground space at least 30 inches wide by at least 48 inches long for a parallel approach?</p>				
<p>If a play component on an accessible route requires transfer to entry points or seats:</p> <p>Is the entry point or seat no less than 11 inches and no greater than 24 inches from the clear floor/ground space?</p> <p>Is there at least one means of transfer support?</p> <p>Note: Examples of supports include a rope loop, a loop type handle, a slot</p>				

in the edge of a flat horizontal or vertical member, poles or bars, or D rings on the corner posts.				
<p><u>Ground Surfaces</u></p> <p>Do ground surfaces inside the play area (on accessible routes, clear ground spaces, and turning spaces) comply with <i>ASTM F 1951-99 Standard Specification for Determination of Accessibility of Surface Systems Under and Around Playground Equipment?</i></p> <p>Notes:</p> <ol style="list-style-type: none"> <li>1. ASTM is the American Society for Testing and Materials.</li> <li>2. A portable device – the Rotational Penetrometer – measures surface firmness and stability.</li> </ol>				
Do the ground surfaces within use zones (the ground level area beneath and immediately adjacent to a play structure or play equipment that is designated for unrestricted circulation around the play equipment and where it is predicted that a user would land when falling from or exiting the play equipment) comply with <i>ASTM F 1292-04 Standard Specification for Impact Attenuation of Surfacing Materials Within the Use Zone of Playground Equipment?</i>				

## Attachment III: Policies and Practices Survey

# AMERICANS WITH DISABILITIES ACT

## POLICIES AND PRACTICES SURVEY



### Human Resource Department

Public entities are required to review both written policies and the actual operating practices used in programs and activities, to ensure that people with disabilities are not discriminated against. Title II contains broad prohibitions against discrimination, addressing issues of equal opportunity, integration, eligibility, methods of administration, relationships with contractors, location of facilities, licensing, and others.

In order to facilitate the gathering of information and the communication of these complex legal requirements to program staff, this worksheet groups the majority of the prohibitions into four sets of questions addressing internal program operations and two sets of questions addressing external relationships. The topics covered are:

#### Internal Program Operations

- Equal opportunity to benefit
- Reasonable program modifications
- Surcharges and additional requirements
- Integrated settings and separate programs

#### External Relationships

- Contracting with external organizations
- Licensing and certification

NOTE: Whenever a question is not applicable, please note N/A

Department/Office: \_\_\_\_\_ Division/Section: \_\_\_\_\_

Worksheet Completed by: \_\_\_\_\_ Tel: \_\_\_\_\_ Date: \_\_\_\_\_

### Location

List all facilities or other locations where the program operates on a regular or incidental basis. (Use additional sheets if necessary)

### Description of Program

Describe the purpose, scope, type of activities, number and type of participants, and other key information about the program (or attach existing descriptive information).

Sign-off: Program Manager: \_\_\_\_\_ Date: \_\_\_\_\_

ADA Specialist: \_\_\_\_\_ Date: \_\_\_\_\_

### INTERNAL PROGRAM OPERATIONS

#### Equal Opportunity to Participate and Benefit

- a) A public entity may not deny a qualified individual with a disability an opportunity to participate in and benefit from any program. (Example: A public library may not refuse to allow a person with a cognitive disability the use of library facilities.)
- b) A public entity may not afford an opportunity that is not equal to or not as effective as that provided to others. (Example: A public recreation facility may not restrict the hours during which people with limited vision may use the facility to be less than the hours open to the general public.)
- c) A public entity may not impose eligibility criteria for participation in programs that screen out people with disabilities either directly or indirectly, unless such criteria are necessary for the provision of the program's activities. (Example: A scuba diving class cannot exclude people who use wheelchairs based on the assumption that people who use wheelchairs cannot swim well enough. However, the scuba class may require that all participants pass a swimming test if swimming is needed for safe participation in the class.)

Are there any circumstances in which the participation of a person with a disability in the program would be restricted or excluded?

If so, please describe.



Are any of these exclusions or restrictions necessary to the operation of the program or to the safety of the participants who do not have disabilities?

Is so, please explain.

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Sign-off: Program Manager: \_\_\_\_\_ Date: \_\_\_\_\_

ADA Specialist: \_\_\_\_\_ Date: \_\_\_\_\_

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### **Reasonable Program Modifications**

Public entities are required to make reasonable modifications to policies or practices in order to avoid discrimination towards people with disabilities. A modification is not required, however, if it would fundamentally alter the nature of the program or activity.

Is staff aware that it may be necessary to modify program policies or practices to enable people with disabilities to participate in and benefit from the program?

If so, please describe.

Does the program have a formal or informal process for responding to request for modifications?

If so, please describe.

Does the program have a process for determining whether a policy or practice modification would fundamentally alter the nature of the program?

If so, please describe.

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### **Surcharges and Additional Requirements**

Public entities may not impose extra charges upon people with disabilities to cover the costs of effective communication, program modifications, or access features, and may not impose any additional requirements or burdens on people with disabilities that they do not require of all other participants in the program. (Example: A public park may not require that a person with a disability bring a person assistant in order to participate in a recreational program.)

Are there any circumstances in which a person with a disability would be asked to pay a fee or meet an other requirement not imposed on other program participants?

If so, please describe.

Sign-off: Program Manager:\_\_\_\_\_Date:\_\_\_\_\_

ADA Specialist:\_\_\_\_\_Date:\_\_\_\_\_

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### **Integrated Settings and Separate Programs**

Promoting integration is fundamental principle of the ADA and public entities are required to provide programs and activities in the most integrated settings appropriate to the needs of people with disabilities.

Separate programs or activates are permitted only when necessary to ensure equal opportunity. When separate programs are provided, qualified people with disabilities still cannot be excluded from participating in regular programs if they choose to do so. (Example: A county recreation program offers a swimming session once a week in which volunteer instructors provide individualized assistance to people with physical disabilities. People with physical disabilities may choose to participate in the assisted program or in the regular swim sessions where no individual assistance is provided.)

Does the program provide any separate activities for people with disabilities?

If yes, please describe how the separate activity contributes to affording people with disabilities an equal opportunity to benefit.

Are there any circumstances in which a person with a disability would be prohibited from participating in regular (non-separate) activities because of the provision of separate activities?

If yes, please describe.

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Sign-off: Program Manager:\_\_\_\_\_Date:\_\_\_\_\_

ADA Specialist:\_\_\_\_\_Date:\_\_\_\_\_

### **EXTERNAL REALATIONSHIPS**

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#### **Contracting with External Organizations**

When a public entity contracts with another organization to provide programs and services to the entity's constituents the public entity retains responsibility for ensuring that the contractor provides the services and activities in a nondiscriminatory manner consistent with the requirements of Title II.

List any contractors who provide services, benefits, or activities on behalf of the program (or attach separate sheet if necessary).

Has the program notified each contractor of its responsibilities for providing contracted services in a nondiscriminatory manner and has the program required assurance from contractors of their fulfillment of Title II nondiscrimination and access requirement?

If so, please describe both the notification process and the process by which the entity will ensure compliance.

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**Procurement Contracts**

In selecting procurement contractor, a public entity may not discriminate on the basis of disability. (Example: A food supplier could not be denied a contract to supply the entity's cafeteria because a delivery person has AIDS.)

Are there any circumstances in which a consideration related to disability would influence the choice of a procurement contractor?

If so, please explain.

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Sign-off: Program Manager:\_\_\_\_\_Date:\_\_\_\_\_

ADA Specialist\_\_\_\_\_Date:\_\_\_\_\_

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**Licensing and Certification**

Public entities may not deny a license or certification to any person with a disability who meets the essential eligibility requirements for that license or certification. Eligibility requirements cannot include criteria that directly or indirectly screen out people with disabilities unless the criteria are necessary to the performance of the activity which is the object of the license or certification.

List any license or certifications that the program issues.

List any eligibility criteria that may tend to screen out people with disabilities-for example, criteria related to physical or mental fitness or performance, safety standards, or insurability requirements.

For each potentially exclusionary criterion, identify how the criterion is necessary to the performance of the activity to which the license or certificate applies.

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Sign-off: Program Manager\_\_\_\_\_Date:\_\_\_\_\_

ADA Specialist:\_\_\_\_\_Date:\_\_\_\_\_

## Attachment IV: Grievance Procedures



**THE COUNTY OF EL PASO**

**Grievance Procedure under  
the Americans with Disabilities Act**

**Grievances Regarding Physical Access:**

This Grievance Procedure is established to meet the requirements of Title II of the Americans with Disabilities Act of 1990 ("ADA"). It may be used by anyone who wishes to file a complaint alleging discrimination on the basis of disability in the provision of services, activities, programs, or benefits by El Paso County.

The grievance may be in writing as provided for on the El Paso County ADA Grievance Form, and contain information about the alleged discrimination such as name, address, phone number of the grievant and location, date, and description of the problem. Alternative means of filing grievances, such as personal interviews or a tape recording of the grievant will be made available for persons with disabilities upon request.

The grievance should be submitted by the grievant and/or his/her designee as soon as possible but no later than sixty (60) business days after the alleged violation to the:

**ADA Coordinator**

**500 E. Overland**

**El Paso, Texas 79901**

**(915) 546-2218; Fax (915) 546-8126**

Within fifteen (15) business days after receipt of the grievance, the County ADA Coordinator or designee will make all reasonable efforts to meet with the grievant to discuss the grievance and the possible resolutions. Within fifteen (15) business days of the meeting, County ADA Coordinator or designee will respond in writing, and where appropriate, in a format accessible to the grievant, such as large print, Braille, or audio tape. The response will explain the position of El Paso County and offer options for substantive resolution of the grievance.

**Grievances Regarding Program Activity Participation or Receipt of County Services:**

The grievance should be submitted by the grievant and/or his/her designee as soon as possible but no later than ten (10) business days after the alleged violation to the:

**ADA Coordinator**

**500 E. Overland**

**El Paso, Texas 79901**

**(915) 546-2218; Fax (915) 546-8126**

Within five (5) business days after receipt of the grievance, the County ADA Coordinator or designee will make all reasonable efforts to meet with the grievant to discuss the grievance and the possible resolutions. Within five (5) business days of the meeting, County ADA Coordinator or designee will respond in writing, and where appropriate, in a format accessible to the grievant, such as large print, Braille, or audio tape. The response will explain the position of El Paso County and offer options for substantive resolution of the grievance.

**Appeal of Grievances Regarding Physical Access, Program Activity Participation, or Receipt of County Services:**

If the response by County ADA Coordinator or designee does not satisfactorily resolve the grievance, the grievant and/or his/her designee may notify County ADA Coordinator or designee that they intend to appeal the decision.

Within ten (10) business days after receipt of the notice of the appeal, County ADA Coordinator or designee places an item on the agenda of the El Paso County Commissioners Court. In the event the subject of the grievance is of a sensitive nature as determined by the Commissioners Court, the Commissioners Court shall table the item for one week, and the Commissioners Court shall designate two members of the Commissioners Court to meet with the El Paso County ADA Coordinator or designee (Collectively known as the Grievance Committee) and the Grievant to resolve the issue(s) if possible. The Grievance Committee shall then forward the resolution to the Commissioners Court in a timely fashion. The El Paso County Commissioners Court will respond in writing, and, where appropriate, in a format accessible to the grievant, with a final resolution of the grievance.

**Grievances Regarding Employment Practices:**

All grievances regarding alleged discrimination by El Paso County on the basis of disability in the hiring or employment practices under Title I of the Americans with Disabilities Act of 1990 ("ADA") are addressed by the procedures in the El Paso County Civil Service Rules and Regulations, or the El Paso County Employee Handbook. Any grievances regarding discrimination in hiring or employment practices should be submitted to the:

**County Human Resources Director**

**500 E. Overland**

**El Paso, Texas 79901**

**(915) 546-2218; Fax (915) 546-8126**

**Grievance Record Retention Policy:**

All written grievances received by El Paso County, appeals to the El Paso County Commissioners Court, and responses from these offices will be retained by El Paso County for at least three years.

## Attachment V: Reasonable Accommodations Request

## AMERICANS WITH DISABILITIES ACT GRIEVANCE FORM FOR ACCESS/PARTICIPATION IN FACILITIES, PROGRAMS, AND SERVICES

Today's Date: \_\_\_\_\_

Name of Grievant: \_\_\_\_\_

Address of Grievant: \_\_\_\_\_

Telephone #: \_\_\_\_\_

Name, Address, Telephone # of Grievant Representative: \_\_\_\_\_

Please fill out the following questions regarding your complaint against the County facility, program or service. If you have any questions or need assistance in filling out this form, please contact The County of El Paso, Human Resources Office ADA Coordinator (915) 546-2218 or [amanning@epcounty.com](mailto:amanning@epcounty.com).

1. I was denied access or services on:

(Date): \_\_\_\_\_

2. Department or facility (address of buildings or parks) alleged to have denied access, service, or was inaccessible.

\_\_\_\_\_  
\_\_\_\_\_

3. I'm seeking access to the following:

\_\_\_\_\_ Facility      \_\_\_\_\_ Program      \_\_\_\_\_ Service      \_\_\_\_\_ Activity

4. I need:

\_\_\_\_\_ An Accommodation (for an activity, program, or service, example: need large print documents)

\_\_\_\_\_ A Modification (for a building or park, example: building needs a ramp)



4. Please describe the particular way in which you believe you have been denied access to County of El Paso facilities and/or participation in any County of El Paso service, program, or activity or have otherwise been subjected to discrimination. Please specify dates, times, and places of incidents, and names and/or positions of agency employees involved, if any, as well as names, addresses and telephone numbers of any eyewitnesses to any such incident. Attach additional pages if necessary.

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5. Describe the way in which you feel participation may be accomplished to the benefits described above, or the way in which accommodation could be provided to allow access:

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Deliver, Mail, or Fax this form to:

County of El Paso  
 ADA Coordinator  
 500 E. Overland  
 El Paso, TX 79901  
 Phone: 915-546-2218  
 Fax: 915-546-8126

## Attachment VI: ADA Coordinator Job Description

## **EL PASO COUNTY JOB DESCRIPTION**



### **ADA COORDINATOR**

Human Resources

#### **Summary of Position**

The Americans with Disabilities Act (ADA) Coordinator serves as the principal planning coordinator for El Paso County programs, policies, and procedures relating to county compliance and the promotion of opportunities for persons with disabilities in the community.

#### **Organizational Relationships**

Reports to: HR Director or designee

Directs: This is a non-supervisory position; however, may oversee and direct the work of contractors.

Other: Has frequent contact with: Elected Officials/Department heads, Attorney's, state and federal agencies, other county employees and the general public.

#### **Essential Duties**

Coordinates El Paso County programs and responsibilities to assure compliance with the ADA, Sections 503 and 504 of the Rehabilitation Act of 1973, and other federal laws and regulations pertaining to persons with disabilities;

Serves as the principal planning coordinator for El Paso County ADA accessibility and facilities compliance programs, tracks progress of policies and procedures relating to county, state, and federal laws in compliance and the promotion of county opportunities for persons with disabilities;

Conducts an evaluation of facilities and accessibility and creates a formal transition plan with concrete timelines for all programs, services, and activities. Consults with various county offices to give and receive feedback during the phases of the evaluation and transition plan as required under 28 C.F.R. § 38.150;

Refers employment related ADA complaints to the Human Resources Department;

Addresses modifications to policies and practices that exclude or limit participation of individuals with disabilities in programs, services, and activities;

Ensures that effective communication systems are used to communicate with ADA individuals regarding programs, services, and activities and ensures that county employees are familiar with policies and practices for full participation of individuals with disabilities;

Designs presentations for county employees of the provision of equal opportunity for persons with disabilities;

Ensures individuals with mobility impairments are provided access to public meetings;

Develops and maintains written materials and other informational pieces to broadly disseminate information regarding the ADA and the county policies relating to persons with disabilities;

Ensures and reviews the construction of each new facility or part of a facility for barriers that limit the accessibility of its programs, services, and activities to persons with disabilities and conforms to the standards designated under Title II regulations;

Develops procedures for evacuation of persons with disabilities during an emergency;

Develops and implements internal measures and/or reports which inform the county administration of the status of ADA accessibility compliance and opportunities for people with disabilities in a timely manner;

Coordinates with the departments on non-employment related complaints alleging discrimination and non-compliance under the ADA and other applicable federal and state laws regarding discrimination on the basis of disability;

Maintains a record of accessibility and accommodation issues and the resolution of each;

Provides consultative services among all the various county offices, departments and El Paso community to serve as the central intake for County non-employment matters relating to the ADA, Texas Accessibility Standards (TAS) facilities activity, and the flow of information;

Serves as primary liaison with relevant state and federal agencies, as well as other ADA coordinators at colleague institutions and associations;

Maintains current information regarding state and federal laws and regulations as well as best practices of other entities concerning the rights of persons with disabilities and ways of providing reasonable accommodations to persons with disabilities while maintaining program performance standards;

Plans and designs phases of modifications on a quarterly basis of the current and following quarter to ensure that county-related information is readily available on services, accommodations, policies and demographics relating to persons with disabilities;

Provides the policy statement and grievance procedure to all County employees concerning accessibility for the disabled and offers training to County employees so that people with disabilities are treated in a nondiscriminatory manner and are afforded the same service as that afforded any citizen;

Ensures that appropriate processes are in place to provide for the prompt and equitable resolution of complaints and inquiries from the public regarding discrimination on the basis of disability;

Knows all specific grievance procedures and procedures for requests for accommodations under Title II of the ADA; develops and posts written policy statement indicating the County's ADA policy; makes the policy statement and grievance procedures available to members of the public on request; and online;

Attends seminar(s) concerning a public entity's obligations under Title II of the ADA, the Architectural Barriers Act Accessibility Guidelines (ADAAG) and the TAS and thereafter annually and other training as directed;

Commits self to providing excellent customer service and demonstrate commitment through cooperative team and individual efforts;

Creates a high quality work culture through participation in and emphasis on training and mentoring to develop leadership, management, and technical skills in self and all employees, including safety related training and skills.

### **Other Important Duties\***

Within six (6) months of hire, the ADA Coordinator(s) will attend seminar(s) concerning a public entity's obligations under Title II of the ADA, the ADAAG and the TAS. If no such classes are available for the TAS, the ADA Coordinator will attend the TAS training within six (6) months of the resumption of such training; Attends sensitivity training (e.g. how to address people with disabilities, how to accommodate people with disabilities, etc.).

Attends similar educational seminar(s) annually.

As members of the County of El Paso Emergency Response System, all El Paso County employees are designated as Disaster Service Workers during a proclaimed emergency and may be required to train on emergency response and/or perform certain emergency services at the direction of their supervisor.

Performs such other related duties as may be assigned.

### **Minimum Requirements: Knowledge, Skills, and Abilities**

*Knowledge of:* ADA, ADAAG, and TAS; construction, equipment, and work station modifications which may be used to provide accessibility and reasonable accommodation to the public; project management; County Capital Budget process; principles and practices of training and program evaluation; English usage, grammar, punctuation and spelling; techniques for effective interpersonal communications; modern office procedures, methods and computer equipment to include Windows and Microsoft based products. *Skill/Ability to:* facilitate the resolutions of public grievances and complaints relative to ADA; negotiate; train; complete projects on time and within budget; operate personal computer using standard Office operating software and general office equipment; communicate effectively both orally and in writing; make mathematical computations; prepare clear, concise and comprehensive written reports; and establish and maintain cooperative and effective relationships with those contacted during the course of work. Pass a Criminal Background Check;

Each and every county position requires the following professional skills and abilities as key and necessary elements of performance:

- Demonstrate regular and reliable attendance;
- Work well with others and participate fully in a team oriented environment;
- Interface with other employees and customers in a courteous and respectful manner;
- Maintain strict confidentiality;
- Project positive support of their department and all county organizations at all times; and,
- Maintain and enhance the County's commitment to customer service excellence

### **Acceptable Experience and Education**

Graduation from an accredited four-year college or university with major course work in public or business administration, construction technology, or a related field; and four (4) years experience in developing and implementing accessibility-based compliance and accommodation programs mandated by federal and State laws, including ADA;

Or any equivalent combination of experience and training which provides the required knowledge, skills, and abilities.

### **Certificates and Licenses Required**

Must have or obtain by date of hire Texas driver's license applicable to job responsibilities, with a driving record acceptable to the County of El Paso

### **Physical Demands**

While performing the duties of this job, the employee is regularly required to use hands and fingers, to handle, or feel; reach with hands and arms; and talk or hear. The employee frequently is required to sit. The employee is occasionally required to stand; walk; climb or balance; and stoop, kneel, crouch, or crawl. The employee must frequently lift and/or move up to 10 pounds and occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include ability to adjust focus.

### **Work Environment**

Office environment and field work. While performing the duties of this job, the employee is occasionally exposed to outside weather conditions. The noise level in the work environment is usually moderate.

**The above is intended to describe the general nature and level of work being performed by this**

**position. The statements are not intended to be an exhaustive list of all responsibilities and duties**

**required of personnel so classified.**

### **Job Location** (Place(s) where work is performed)

Various locations through the County

### **Equipment** (Machines, tools, etc., used in job performance)

- Computer
- Various office equipment
- Calculator
- Various software applications
- Other equipment related to job performance

**THE COUNTY OF EL PASO, TEXAS  
PHYSICAL REQUIREMENTS AND CONDITIONS**

<u>Physical Requirement</u>	<u>Degree</u>
Hearing Acuity:	low/ <b>average</b> /sharp
Visual Acuity:	rough/ <b>average</b> /precision
Visual Color Acuity	low/ <b>average</b> /high
Manual Dexterity: <u>in job description</u>	<u>To accomplish duties as stated</u>
Operate Moving Equipment:	no/yes
Operate Vehicles: <u>business travel</u>	<u>Uses county vehicle or own vehicle for</u>
Environment:	<b>office</b> /field
Extremes:	<b>low</b> /average/high
Noise:	<b>low</b> /average/high
Chemicals:	<b>low</b> /average/high
Confined Space:	low/ <b>average</b> /high
Heights:	<b>low</b> /average/high



## ADA TRANSITION PLAN

Uneven Terrain:

**low/average/high**

Other Special Physical Requirements:

**Ability to communicate orally and in written form**

standard of the evaluation of applicants for positions in the job classification and in reviewing the capabilities and physical restriction of employees returning from Industrial and Illness Leaves of Absence.

In an 8-hour workday an employee can be expected to:

(Note: Rare = 1-10% Occ.=11-33% Freq.=34-66% Cont.=67-100%)

On the Job You:	Never	Rare	Occ.	Freq.	Cont.
Bend/Stoop		X			
Squat		X			
Crawl	X				
Climb		X			
Reach above shoulder level			X		
Crouch		X			
Kneel		X			
Sit					X
Push/Pull			X		

Weight limitations: Indicate frequency (Never, Occ. Freq., Cont.)

Active/lbs	0-10	11-24	25-34	35-50	51-74	75 -100	>100
Lifting	FREQ.	OCC.	OCC.	OCC.	NEVER	NEVER	NEVER
Carrying	FREQ.	OCC.	OCC.	OCC.	NEVER	NEVER	NEVER
Push/Pull	FREQ.	OCC.	OCC.	OCC.	NEVER	NEVER	NEVER

## ADA TRANSITION PLAN

### Approved:

_____	_____
Elected Official/Department Head	Date
_____	_____
Chief Human Resources Officer	Date

### History:

08/01/2011- Commissioners Court approved - Item #26 – new position created

Civil Service approval: 09/06/2011, Item #9

11/01/2017 Change FLSA Status to Exempt.

_____	_____	_____
Received by: Print Name	Signature	Date

\_\_\_\_\_  
Department

## Attachment VII: Notice under Americans with Disabilities Act



## THE EL PASO COUNTY NOTICE UNDER THE AMERICANS WITH DISABILITIES ACT

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 ("ADA"), El Paso County will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities.

**Employment: El Paso County** does not discriminate on the basis of disability in its hiring or employment practices and complies with all regulations promulgated by the U.S. Equal Employment Opportunity Commission under Title I of the ADA.

**Effective Communication: El Paso County** will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities so they can participate equally in El Paso County's programs, services, and activities, including qualified sign language interpreters, documents in Braille, and other ways of making information and communications accessible to people who have speech, hearing, or vision impairments.

**Modifications to Policies and Procedures: El Paso County** will make all reasonable modifications to policies and programs to ensure that people with disabilities have an equal opportunity to enjoy all of its programs, services, and activities. For example, individuals with service animals are welcomed in **El Paso County** offices, even where pets are generally prohibited.

Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a program, service, or activity of **El Paso County**, should contact the ADA Coordinator at 500 E. Overland, El Paso Texas 79901; (915) 546-2218; Fax. (915) 546-8126, as soon as possible, but no later than 48 hours before the scheduled event.

The ADA does not require the **El Paso County** to take any action that would fundamentally alter the nature of its program or services, or impose an undue financial or administrative burden.

Complaints that a program, service, or activity of **El Paso County** is not accessible to persons with disabilities should be directed to the, ADA Coordinator at 500 E. Overland, El Paso Texas 79901; (915)546-2218; Fax (915) 546-8126.

**El Paso County** will not place a surcharge on a particular individual with a disability or any group of individuals with disabilities to cover the cost of providing auxiliary aids/services or reasonable modifications of policy, such as retrieving items from locations that are open to the public but are not accessible to persons who use wheelchairs.

## Attachment VIII: Communications Access Survey

# AMERICANS WITH DISABILITIES ACT

## COMMUNICATION ACCESS SURVEY



### Human Resource Department

Title II of the Americans with Disabilities Act requires Governmental entities to provide effective means of communication to people with visual, hearing, speech, and cognitive disabilities. The purpose of this survey is to assess the County's ability to provide communication for persons with disabilities that is as effective as the communication provided to persons who do not have disabilities. The information collected in this survey will allow the Human Resource Department to generate a summary of existing communication resources throughout the County and establish procedures for optimum sharing.

REVISED DECEMBER 2019

## ADA TRANSITION PLAN

**Department/Office:** \_\_\_\_\_ **Division/Section:** \_\_\_\_\_

**Worksheet Completed by:** \_\_\_\_\_ **Telephone:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Assess the current ability of the programs, services and activities to provide communication for persons with disabilities that are as effective as the communication provided to persons who do not have disabilities.

### Communication Access

#### Visual Communication

Information that is communicated visually-such as through printed materials or visual displays-must be made accessible, upon request, to people with visual disabilities through auxiliary aids and services.

Does your operation involve information that is communicated visually? ☐ Yes ☐ No

In the chart below, list each type of information that is communicated visually. Consider all aspects of the program, including, but not limited to outreach, advertising, public meetings, or hearings, ceremonies, and communication with the general public, applicants, and other program participants. Examples may include brochures, forms, handbooks, textbooks, slide shows, videotapes, and visual displays.

For each type of information, place an **X** below the auxiliary aids or service currently available to people with visual disabilities.

Auxiliary Aids or Services								
Types of Information	Large Print	Braille	Audiotape	Readers	Verbal Descriptions	Computer Disk	Computer Adaption	Other

#### Aural/Oral Communication

(Note "Aural" refers to information that is heard; "Oral" refers to spoken information.)

## ADA TRANSITION PLAN

Departments, Offices, Divisions, and Sections that communicate information aurally to applicants or participants or that require an applicant or participant to use oral communication must make that information accessible to the people who have hearing or speech disabilities by providing auxiliary aids and services.

Does your operation involve information that is communicated verbally? ☐ Yes ☐ No

In the chart below, list each type of information that is communicated aurally/orally. Consider all communication involved in all aspects of the program activities. Consider all aspects of the operation, including but not limited to, outreach, advertising, public meetings or hearings, interviews, counseling, ceremonies, and communication with the general public, applicants, and other participants. For instance, a variety of interpreters may be needed, from American Sign Language interpreters to oral interpreters for people who read lips or special interpreters for deaf-blind persons.

For each type of information, place an **X** below the auxiliary aids or services currently available to people with hearing or speech disabilities.

Auxiliary Aids or Services								
Types of Information	Interpreter	Assistive Listening Devices	Telephone Amplification	Note Takers	Paper & Pen	CART (real time)	Caption Decoder	Other

### Primary Consideration

Title II's regulations require that public entities provide people with disabilities an opportunity to request the type of communication technology and assistance they prefer to use. In the ADA regulations, communication technology and assistance are called auxiliary aids and services.

An entity must give primary consideration to an individual's preference for an auxiliary aid or service and must honor it unless the entity can provide another effective means of communication.

Does the program inform people with disabilities communication aids are or services are provided upon request?

☐ Yes ☐ No

If so, please explain.



## ADA TRANSITION PLAN

Does the program have a procedure for deciding which auxiliary aid or service to provide? ☐ Yes ☐ No

Does the procedure provide for consideration of an individual's preferred aid or service? ☐ Yes ☐ No

Does the procedure include a mechanism for determining that an aid or service provided other than the requested aid or service is an effective means of communication? ☐ Yes ☐ No

If the answer to any of these three questions is yes, please describe and/or attach procedure.

### Communication Access

#### Telephone Communications

When a public entity communicates with the public by telephone, Title II requires that Telecommunication Device for the Deaf (TDD) or equally effective means is used to communicate with people who have hearing or speech disabilities. Title IV of the ADA mandates that telephone companies develop telephone relay systems, which may be effective for short, uncomplicated communications. Public entities should use TDD's wherever telephone communication is substantial part of a program's operation. Your answers to the following questions will help determine whether a TDD may be essential for your program.

Does the program communicate with the public over the phone? ☐ Yes ☐ No

What kind of information is communicated by phone?

Are telephone communications ever lengthy, complex, or technical? ☐ Yes ☐ No

Does the program have a TTY? ☐ Yes ☐ No

If so, has the staff been trained in the use of the TTY? ☐ Yes ☐ No

Please describe training:

### Other Communication

#### Emergency Warning and Evacuation

Emergency evacuation procedures for the program, service, or activity must ensure that people with disabilities are made aware of emergencies and are aware of exit procedures.

Is there a means of ensuring that people who are hard of hearing or deaf are made aware of an activated alarm?

☐ Yes ☐ No

Is there an established emergency evacuation procedure that addresses the needs of individuals with disabilities?

☐ Yes ☐ No

If yes, provide a copy of the procedure.

If no, please describe the procedures the program will use in facilities where means of egress are not accessible to provide safety and evacuation for people who cannot use stairs.

Do staff members receive training in emergency evacuation procedures? ☐ Yes ☐ No

Please describe.

#### Access Information

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The Title II regulation requires public entities ensure people with disabilities can obtain information about the availability and location of accessible programs, services, activities, and facilities. Information regarding location of accessible entrances, program sites, TTY's and other access features can be provided in a number of ways, such as in handbooks listings.

Explain how your program, service, or activity provides access information to applicants, participants, and the general public.

## Attachment IX: Reasonable Modifications



**AMERICANS WITH DISABILITIES ACT GRIEVANCE FORM FOR  
ACCOMMODATION IN EMPLOYMENT**

Today's Date:

Name of Grievant:

Address of Grievant:

Telephone Number of Grievant:

Name, Address, and Telephone Number of Grievant's Representative:

1. Agency alleged to have denied access:

Location:

I was denied access on: \_\_\_\_\_ [date]

2. Disability Statement:

My disability is:

This problem is: \_\_\_\_\_ temporary \_\_\_\_\_  
permanent \_\_\_\_\_

3. I am seeking making a complaint regarding the following El Paso County employment policies: application procedures \_\_, hiring \_\_, firing \_\_, advancement \_\_, compensation \_\_, job training \_\_, or other terms, conditions, and privileges of employment \_\_, which occurred due to my disability:

4. Please describe the particular way in which you believe you have been discriminated against as a qualified individual with a disability in any terms, conditions, or privileges of employment. Please specify dates, times, and places of incidents, and names and/or positions of agency employees involved, if any, as well as names, addresses and telephone numbers of any eyewitnesses to any such incident. Attach additional pages if necessary.

5. Proposed Reasonable Access or Accommodation:

Describe the way in which you feel an accommodation could be provided to alleviate the discrimination which you are alleging:

Deliver, Mail, or Fax this form to: County Human Resources Director

800 E. Overland, Room 223

El Paso, Texas 79901

(915) 546-2218; Fax (915) 546-8126