



Town of

Pendleton

Americans with Disabilities Act (ADA)
TRANSITION PLAN - UPDATE
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2015 AMERICANS WITH DISABILITIES ACT (ADA) TRANSITION PLAN - UPDATE

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EXECUTIVE SUMMARY

The Americans with Disabilities Act was passed in 1990 as a step toward the disestablishment of discrimination against individuals with disabilities. ADA Title II requires communities to establish self-evaluations and/or transition plans, as determined by community employee size, for updating public facilities. Title II covers programs, activities, and services of government entities with a specific focus on protecting citizens from discrimination on the basis of disability. The goal of this act is to afford every individual the opportunity to benefit from businesses and services and to afford businesses and services the opportunity to benefit from the patronage of all Americans.

Regulations state that structural architectural and communication barriers must be removed in public areas of existing facilities when their removal is readily achievable – in other words, easily accomplished and able to be carried out without unfair difficulty or expense. Public buildings, public parks, sidewalks, curb ramps, and pedestrian signals were assessed in

order to understand what modifications are required. Utilizing ESRI ArcGIS for mobile data collection, each public facility in Pendleton was assessed individually. By linking the collection process with ArcGIS, the community has the opportunity to reference and update areas of assessment to monitor facility modifications.

The Town of Pendleton has a total of twelve (12) public facilities, 86,673 feet of sidewalk, 33 curb ramps, and six (6) signalized intersections that were analyzed for this Transition Plan. Chapter Four of this document provides a detailed look into the self-evaluation process and results for each of these facilities. In addition to the information provided in Chapter Four, the Appendix provides a prioritized breakdown of modifications that need to take place for the twelve (12) public facilities in Pendleton. Modification priorities are based on a three (3) tier system of “Low,” “Moderate,” and “High” - with “High” representing the highest level of priority. The majority of modifications are suggested to be completed within five (5) years.



CHAPTER ONE

INTRODUCTION

This document outlines the requirements for developing a Transition Plan and describes the process of self-evaluation and the requirements for by which policies, programs and facilities were evaluated for compliance with the Americans with Disabilities Act (ADA); it also provides documentation of that evaluation and provides recommendations for meeting compliance requirements. The Town of Pendleton elected officials and staff believe the ability to accommodate disabled persons is essential to good customer service, effective governance, and the quality of life that Town of Pendleton residents seek to enjoy.

This Transition Plan is being prepared as partial fulfillment of the requirements set forth in Title I and II of ADA; ADA, 28 CFR, Part 35 Sec. 35.105 and Sec. 35.150. This plan will assist the Town of Pendleton; it's fiscal council, departments, program directors

and employees in identifying policies, program and physical barriers to accessibility and in developing recommendations to removing the barriers. This plan and certain documents incorporated by reference establish the ADA Self Evaluation and Transition Plan for the Town of Pendleton.

Legislative Mandate

ADA is companion legislation to two previous federal statutes and regulations: the Architectural Barriers Acts of 1968 and Section 504 of the Rehabilitation Act of 1973.

The Architectural Barriers Act of 1968 is a Federal law that requires facilities designed, built, altered, or leased with Federal funds to be accessible. The Architectural

LEGISLATIVE MANDATE

Barriers Act marks one of the first efforts to ensure access to the built environment.

Section 504 of the Rehabilitation Act of 1973 is a Federal law that protects qualified individuals from discrimination based on their disability. The nondiscrimination requirements of the law apply to employers and organizations that receive financial assistance from any Federal department or agency. The development of a Transition Plan is a requirement of the Rehabilitation Act of 1973.

Subsequent to the enactment of the Rehabilitation Act, the federal government enacted the Americans with Disabilities Act (ADA) on July 26, 1990.

1. Title I of ADA prohibits discrimination of the basis of a disability for employment.
2. Title II of ADA prohibits discrimination by all public entities in access to all programs and services offered by the entity.
3. Title III of ADA requires any place of public accommodation be accessible to persons with disabilities.
4. Title IV of ADA requires telecommunication companies to ensure functionally equivalent services for consumers with disabilities.
5. Title V of ADA covers several technical provisions.

The Town of Pendleton is required to observe all requirements of Title I of the ADA in its employment practices; Title II in its policies, programs, and services; any parts of Title IV and V that apply to the Town of Pendleton, its programs, services, or facilities; and all requirements for accessibility set forth in the ADA Accessibility Guidelines (ADAAG).

Title II of ADA extended this coverage of Section 504 of the Rehabilitation Act of 1973 to all state and local

government entities, regardless of whether they receive federal funding or not. Specifically, Title II requires local governments to:

1. Operate their programs so that, when viewed in their entirety, the programs are accessible to and useable by individuals with disabilities (28 C.F.R. Sec. 35.150).
2. Allow persons with a disability to participate in a service, program or activity simply because the person has a disability (28 C.F.R. Sec. 35.130 (a)).
3. Make reasonable modifications in policies, practices and procedures that deny equal access to individuals with disabilities unless a fundamental alteration in the program would result (28 C.F.R. Sec. 35.130 (b) (7)).
4. Provide services or benefits to individuals with disabilities through programs that are separate or different unless the separate or different measures are necessary to ensure that benefits and services are equally effective (28 C.F.R. Sec. 35.130(b) (iv) & (d)).
5. Take appropriate steps to ensure that communications with applicants, participants and members of the public with disabilities are as effective as communications with others (29 C.F.R. Sec. 35.160 (a)).
6. Designate at least one responsible employee to coordinate ADA compliance (28 CFR § 35.107(a)). This person is often referred to as the "ADA Coordinator." The public entity must provide the ADA coordinator's name, office address, and telephone number to all interested individuals (28 CFR § 35.107(a)).
7. Provide notice of ADA requirements. All public entities, regardless of size, must provide information about the rights and protections of

Title II to applicants, participants, beneficiaries, employees, and other interested persons (28 CFR § 35.106). The notice must include the identification of the employee serving as the ADA coordinator and must provide this information on an ongoing basis (28 CFR § 104.8(a)).

8. Establish a grievance procedure. Public entities must adopt and publish grievance procedures providing for prompt and equitable resolution of complaints (28 CFR § 35.107(b)). This requirement provides for a timely resolution of all problems or conflicts related to ADA compliance before they escalate to litigation and/or the federal complaint process.

When addressing accessibility needs and requirements, it is important to note that ADA and Title II do not supersede or preempt state or local laws that may offer equivalent or greater protections.

Undue Burden

ADA does not require the Town of Pendleton to undertake any action that would result in a fundamental alteration in the intent of its program or activity, would create a hazardous condition, or would represent an undue financial and administrative burden. This determination can only be made by the ADA Coordinator and must be accompanied by a statement citing the reasons for reaching the conclusion. The determination that undue burdens would result must be based on an evaluation of all resources available for use in the programs.



CHAPTER TWO

PLAN REQUIREMENTS & RESPONSIBILITIES

Title I Requirements

Title I of ADA prohibits discrimination for employment on the basis of a disability. The Town of Pendleton has included the following language in their Employment Manual:

Employment

The Town of Pendleton does not discriminate on the basis of disability in its hiring or employment practices and complies with all regulations as outlined by the U.S. Equal Employment Opportunity Commission under Title I of ADA.

Title II Requirements

The ADA requires that public entities modify their policies, practices, and procedures in order to provide an equal opportunity for persons with a disability. Title II specifically requires public entities to identify and evaluate all programs, activities, and services and review all policies, practices, and procedures that govern administration of the programs, activities, and services for all government entities employing more than fifty people. These administrative requirements include:

1. Completion of a self-evaluation of programs and facilities;
2. Adoption of a set of grievance procedures,
3. Designation of a person who is responsible for overseeing Title II compliance; and

TITLE II REQUIREMENTS

4. Development of a Transition Plan if the self-evaluation identifies any modifications necessary for compliance.

Policies, Practices and Procedures

A public entity shall operate each service, program or activity, when viewed in its entirety, so that it is accessible to and usable by individuals with disabilities. Examples of this may include:

1. Assisting in filling out forms.
2. Explaining materials or procedures in simpler language so that individuals with cognitive, learning or some psychiatric disabilities can easily understand them.
3. Scheduling appointments so a person does not have to wait in a long line or in a crowded and room.
4. Allowing a person with a psychiatric disability to apply for services over the phone instead of coming into the office.

The ADA does not require public entities to make all of its existing facilities accessible, nor does it require a public entity to take any action that would fundamentally alter the nature of a service, program, or activity. Also, it does not require implementation of modifications that would result in undue financial and administrative burdens. In such cases where documentation is provided, in keeping with strict procedures outlined in the ADA, there are various methods that may be appropriate for providing program accessibility in lieu of making actual physical changes. These options should be explored in keeping with the 'spirit of the law'.

The first step in determining what policies, practices or procedures are non-compliant is to develop an understanding of the specific public programs and activities occurring at existing facilities within the

community. This section describes the programs and activities generally occurring at Town of Pendleton facilities.

The following departments Policies and Programs were reviewed:

1. Town Council
2. Town Clerk-Treasurer
3. Police Department
4. Fire Department
5. Public Works Department
6. Planning Department
7. Parks Department
8. Town Court

Each section includes a description of programs and services, locations of operations, practices that facilitate the participation of persons with disabilities in programs and services. Each department is evaluated based upon these criteria, each with recommendations based upon findings for each:

1. Customer service
2. Notice requirements
3. Printed information
4. Website
5. Communications devices
6. Training and staffing
7. Program eligibility requirements and admission
8. Public meetings
9. Emergency evacuation procedures

- 10. Special events and private events on public properties
- 11. Maintenance of accessible programs and ongoing accessibility improvements
- 12. Automated electronic equipment
- 13. Auxiliary aides

- 1. Divisions: administration, human resources, and finance (with general services and debt services).
- 2. Programs and Services: budget, agendas and noticing, accounts receivable and account payable, certification of ordinances, certification of current and past code sections for court-related testimony, and records management.

Town Council

Town Council members serve as both executive and legislative branches for small communities incorporated within the state. Elected councils work in conjunction with an elected Clerk, who manages the day-to-day business of the municipal government. As an elected official, the Clerk operates independently of the Council, but the Council has final say on budget which Clerks depend upon to operate. The Council can authorize the hiring of other staff to run the operations of government, including law enforcement officers, utility workers, park and recreation employees, and town managers.

- 1. Divisions: administration, staffing, finance (in conjunction with Clerk-Treasurer).
- 2. Programs and Services: approving/rejecting resolutions, approving/rejecting ordinances, appropriating the town budget, supervising employees, executive branch duties, legislative duties, public meetings.

Clerk-Treasurer

The Clerk-Treasurer serves as the official record-keeper of the community’s legislative body and maintains custody of the official records of the Council. The Clerk is responsible for the certification of ordinances to the appropriate bodies and the certification of current and past Municipal Code sections for court-related testimony. The Clerk-Treasurer keeps the official seal, administers oaths, and takes depositions as necessary.

Police Department

The Police Department is responsible for maintaining social order within the community and providing a safe social environment for the community with carefully prescribed ethical and constitutional restrictions. The department protects the rights of all persons within its jurisdiction to be free from criminal attack, to be secure in their possessions, and to live in peace. The department serves the people by performing the law enforcement function, and it is to these people that the department is ultimately responsible.

- 1. Divisions: police administration, police patrol, police communications.
- 2. Programs and Services: house checks, community outreach, community service, booking and holding, interviewing, DUI checks, holiday outreach.

Fire Department

The Fire Department’s responsibility is to teach and inform our citizens on fire prevention, to reduce the frequency and severity of fires, respond to water accidents, and hazardous materials incidents within the community. This goal is sought to be accomplished through communication and coordination with mutual aid agencies.

- 1. Divisions: administration, fire and rescue, paramedic, hazardous materials, and arson.

TITLE II REQUIREMENTS

2. Programs and Services: fire suppression, emergency medical services (EMS), fire safety education, fire investigations, fire safety inspections, hazardous materials response, and rescue.

Public Works Department

The Public Works Department strives to maintain the infrastructure of the community in a state of quality operation for a safe and healthy environment for all, as well as being accountable to the citizens for financial affairs pertaining to the community under the Department's authority. The Public Works Department plays a significant role in maintaining the integrity and efficiency of the community.

1. Divisions: street department, utility office, cemetery, water department, accounting, maintenance, stormwater, electric department.
2. Programs and Services: construction and maintenance of streets, sidewalks, storm drains, traffic signs, landscaping, and water systems, waste water collection and treatment.

Planning Department

The Planning Department formulates community plans and policies on land use, transportation, and historic preservation as a guide for continued growth, protection of quality of life, and economic well-being.

1. Divisions: transportation and planning, GIS mapping, downtown development, staffing, administration, code enforcement, current planning, and long-range planning.
2. Programs and Services: permit processing, business license processing, and economic development.

Parks Department

Parks Department maintains the Town's public green space. They have an array of facilities with something for everyone. There are natural park areas as well as more active park areas, such as a skate park. Park land has been set aside for sports, recreation, leisure, and reflection. Parks and Recreation has facilities for many uses, located throughout the Town.

1. Divisions: administration, staffing, maintenance.
2. Programs and Services: facility rentals.

Policies, Practices, and Procedures offered by the Town of Pendleton must be accessible. Accessibility includes advertisement, eligibility, participation, physical access, transportation, policies, and communication. If a barrier removal is judged unduly burdensome, the Town of Pendleton must consider other options for providing access that would ensure that individuals with disabilities receive the benefits and services of the program or activity. In choosing a method of providing program access, the Town of Pendleton will give priority to the one that result in the most integrated setting appropriate to encourage interaction among all users, including ones with disabilities. In complying with the requirements of ADA, the Town of Pendleton provides equality of opportunity, but does not guarantee equality of results.

It should be noted that this section is not intended to be a self-evaluation. A complete self-evaluation is included in Chapter 4. There should be a priority for removing barriers to provide programmatic access for the public. All facilities of a public entity that provide programs, activities, and services can be ranked based on the following criteria. Each of these criteria has equal importance with no single criteria having priority over another:

1. Level of use by the public: facilities that receive a high level of public use

2. Social need: facilities that meet social needs such as senior centers, cooling centers, etc.
3. Citizen rights: facilities where services are provided to exercise citizen rights such as voting centers, access to elected offices, etc.
4. Citizen responsibilities: facilities where fees are paid, where permits, licenses, and services are obtained, and where there is access to services, such as building permits
5. Program uniqueness: some programs are unique to a building, facility, or park and cannot occur at another location
6. Geographic distribution: by selecting a range of facilities that are distributed throughout the community, it can ensure maximum access for all residents
7. Identified complaints: efforts should focus on identified accessibility complaints

Modifications to Policies, Practices and Procedures

The Town of Pendleton 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. 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 the Town of Pendleton should contact the ADA Coordinator. Anyone wishing a modification is requested to contact the ADA Coordinator no later than 48 hours before the scheduled event. ADA does not require the Town of Pendleton to take any action that would fundamentally alter the nature of its programs or services, or impose an undue financial or administrative burden. Complaints that a program, service, or activity of the Town of Pendleton is not accessible to persons

with disabilities should follow the grievance procedures outlined in the appendix.

The Town of Pendleton 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.

Non-Discrimination Notice

In accordance with the requirements of Title II of the ADA, the Town of Pendleton will not discriminate against qualified individuals with disabilities on the basis of the disability in its programs, activities or services.

Communication

According to Section 35.160(a) of the ADA, “a public entity shall take appropriate steps to ensure that communications with applicants, participants, and members of the public with disabilities are as effective as communications with others.” This means that the Town of Pendleton is required to provide equally effective communication to individuals with disabilities. Equally effective communication can be provided by offering alternative formats, auxiliary aid(s) and/or services upon request. For example, interpreters are hired as requested for the hearing impaired and text materials that are accessible by screen readers are made available to users.

ADA Coordinator

Designation of an ADA Coordinator applies to all state or local government entities with fifty or more employees. The entity is required to appoint a responsible person to coordinate the administrative requirements of the ADA and to respond to complaints filed by the public. The name and contact information for the responsible person is required to be publicly advertised. Having

PUBLIC RIGHT OF WAY

an ADA Coordinator also benefits state and local government entities. It provides a specific contact person with knowledge and information about the ADA so that questions by staff can be answered efficiently and consistently. In addition, she or he coordinates compliance measures and can be instrumental in ensuring that compliance plans move forward.

The Town of Pendleton employee who currently holds the position is listed in the Appendix.

Grievance Procedures

Under the Americans with Disabilities Act users of Town of Pendleton facilities and services have the right to file a grievance if they believe the Town of Pendleton has not provided reasonable accommodation.

The Grievance Procedures adopted by the Town of Pendleton can be found in the Appendix of this Transition Plan or on the Town of Pendleton website at <http://www.town.pendleton.in.us/>. Under the Grievance Procedures, a formal complaint must be filed within 90 calendar days of the alleged occurrence. The Town of Pendleton will act or respond only to complaints made through the grievance process identified in the Appendix.

Public Right of Way

The Department of Justice's Title II Technical Assistance Manual points out that a public entity's programs related to streets, sidewalks, and curb ramps may be prioritized with respect to relative importance and frequency of usage. It further describes that program accessibility would not require all streets, sidewalks, and curb ramps to be fully accessible as required by current codes. A determination of what public rights-of-way are programmatically required to be accessible may vary from jurisdiction to jurisdiction. The activity of using the public right-of-way may be considered a

program in three different ways:

1. Streets, sidewalks and curb ramps may be part of a continuous path of travel between activities or programs, at various public and private facilities located on adjacent properties, such as public offices, schools, parks and recreational facilities, public service agencies, hospitals and health clinics, police facilities, and public housing uses.
2. Streets, sidewalks, and curb ramps may themselves represent a program of public pedestrian activities that are essential to the usage and enjoyment of a Town's built environment.
3. Accessible Pedestrian Signals (APS) are required in the public right-of-way for people with disabilities. Access to traffic and signal information is an important feature of accessible sidewalks and street crossings for pedestrians who have vision impairments. While most intersections pose little difficulty for independent travelers who are blind or have low vision, there are some situations in which the information provided by an accessible pedestrian signal is necessary for independent and safe crossing. PROWAG (Proposed Accessibility Guidelines for Pedestrian Facilities in the Public Right-of-Way) incorporate the 2009 Manual on Uniform Traffic Control Devices (MUTCD) specifications regarding APS standards by reference. The APS needs to be both audible and vibrating surfaces.

Sidewalk and curbs constructed as part of planned development, sidewalk and curbs replaced by or for the Town of Pendleton, or sidewalk and curbs replaced by or for a property owner through the Town of Pendleton shall be constructed in accordance with the most current PROWAG regulations and standards.

Public Facilities

The Town of Pendleton owns numerous buildings throughout the Town of Pendleton. The Town of Pendleton has identified twelve (12) facilities that are routinely accessed by the public. These buildings are in varying states of compliance. The buildings have been divided into two categories; Priority One and Priority Two. Priority One buildings are those buildings that have employee use and a high potential for public use. Priority Two buildings are those buildings that

employees use and have moderate potential for public use. A complete Self-Evaluation of all Town of Pendleton facilities has been completed and is included in Chapter 4.

All Town of Pendleton owned buildings that are constructed, remodeled or updated shall be constructed in accordance with the most current ADAAG (Accessibility Guidelines for Buildings and Facilities) regulations and standards.



CHAPTER THREE

METHODOLOGY

Database Methodology

According to the Americans with Disabilities Act, towns and cities are required to perform a self-evaluation to determine their level of compliance to ADA federal regulations by December 31, 2012. While first person observation is the most effective method for data collection, it is an intensive, time-consuming process. In an attempt to increase efficiency while maintaining efficacy, the process was stream-lined through the creation of an ESRI ArcGIS database that allows instantaneous updating during on-site observation through the use of an iPad.

By linking the database to ArcGIS, data collection and data entry become a single step which allows more time for data analysis. However, the initial data collection phase still requires first hand observation

and measurement recordings of public facilities. The database was developed based on the specific requirements of the Americans with Disabilities Act Accessibility Guidelines (ADAAG), as well as the more stringent, Proposed Right-of-Way Accessibility Guidelines (PROWAG). Each public facility must adhere to the same ADA requirements, but within each public facility are various locations that must be thoroughly examined, including, but not limited to, parking lots, on-street parking spaces, sidewalks, ramps, entrances, doors, floors, and restrooms.

The database therefore, is organized based on the path that is taken in order to fully access the facility – from parking to actually taking part in a program within the facility. While some regulations require specific measurements, simply providing some necessities such as accessible entrances satisfies a number of

PUBLIC FACILITIES

requirements. Each requirement then was distributed into a specific category to be assessed based on the primary focus. For example, the ramp category includes questions such as ‘is a wheelchair ramp necessary for access’ and measurements such as ‘what is the ramp slope.’

Beyond data collection, the analysis focuses on examining the data to determine the precise requirements that are not being met so funds can be allocated as necessary to upgrade each facility. The master database allowed analysis for every possible result. Further, future data collection can utilize the same database to build from existing conditions and illustrate improvement over time. By updating the database as facilities change over time, the data remains dynamic. Standards for accessibility continue to evolve, as evident in the differences between the PROWAG and ADAAG, and this database format aims to provide a way the data can be easily accessed and updated.

Public Facilities

Included in the required self-evaluation is the assessment of public facilities within the Town. For the purposes of this evaluation, the term public facility can be used for either a public building or a public park. The public facilities within Pendleton were assessed utilizing first-person observation and iPad mobile data collection as previously explained.

Prior to facility visits and first person observation, surveyors were familiarized with ADA regulations and trained in the use of data collection equipment. Actual data collection consisted of two to four observers surveying each public facility. However, with the number of requirements that must be assessed, to best increase data collection efficiency and result efficacy, each surveyor specialized in the examination of two or three specific categories such as parking lots and on-street parking spaces.

Facility design is characterized by the elements that affect usability and accessibility:

- Parking (lot and on-street)
- Accessible entrance
- Entrance
- Access to services
- Floors
- Doors
- Visual characteristics
- Seats, tables, and counters
- Lavatories (drinking fountains and sinks)
- Restrooms

Parking

Each facility is required to have designated handicapped parking; either in a main parking lot or on-street parking. Requirements include at least one van accessible parking space per facility and at least one accessible parking space per 25 total parking spaces.

Accessible Entrance

The term accessible entrance refers to the path from an accessible parking space to the facility entrance. The entrance must be accessible by a sturdy pathway at least four feet wide with curb cuts at least 32 inches wide.

Entrance

Each facility is required to have at least one entrance that is fully compliant. Although the main entrance is recommended for compliance, the accessible entrance can be independent.

Access to Services

The entrance must provide a direct path to the main floor, lobby, or elevator, as well as all public spaces. This direct path provides the necessary access to the various services provided within the facility. Within buildings, access to services refers to hallway connectivity, while access to services in parks refers to the availability of paths linking to the various park amenities.

Floors

The floor assessment includes examining stairwells, thresholds, carpets, and the height of reach for items such as elevator and automated entrance buttons. Each of these components establishes the basic understanding of pathway obstructions that impede mobility within the public facility.

Doors

Doors throughout public facilities are an obstacle that must not inhibit access to services and programs. They must provide adequate clearance and the ability to open with little effort. It is important to note that doors are a hindrance to several types of disabilities and are required to meet high standards.

Visual Characteristics

Signage placed throughout a facility is required to be readable from a distance, as well as offering the opportunity to read braille. Signage within a facility provides direction and is necessary for permitting direct access.

Seats, Tables, and Counters

Seats, tables, and counters must allow movement between aisles and the opportunity to interact with public offices/employees. It is especially necessary for seats, tables, and counters to provide equal access during public meetings, since all residents must have an equal say in the public process.

Lavatories

Lavatories include both sinks and drinking fountains. Although the specific measurement requirements vary slightly, sinks and drinking fountains provide a similar service. It is necessary that each be provided equally within a public facility to avoid discrimination. Assessment areas include the sink height and depth, apron height, and knee clearance.

Restrooms

If public restrooms are available, at least one must be ADA compliant to allow equal opportunities within the facility. The restroom assesses aspects such as the stall widths, signage, entrance, and maneuverability.

Sidewalks

The ADA Accessibility Guidelines for Buildings and Facilities (ADAAG) is the national standards for pedestrian access and travel. ADAAG provides the minimum standards for all public and private facilities. Sidewalk design is characterized by the elements that affect usability and accessibility:

- Grade
- Cross-Slope
- Width
- Passing Space
- Vertical Clearance
- Changes in Level
- Grates and Gaps
- Obstacles
- Surface

SIDEWALKS

Grade

Grade is the slope parallel to the direction of travel. The grade is calculated by dividing the vertical change in elevation by the horizontal distance covered. In the pedestrian environment, maximum grade should be measured over 24-inch intervals. These intervals represent the approximate length of a wheelchair wheelbase or a single walking pace. Steep sections should be detected and reduced as much as possible.

Cross-Slope

Cross-slope is measured perpendicular to the direction of travel. Most sidewalks are built with some degree of cross-slope to prevent water from collecting on the path by allowing the water to drain into the street.

Width

Sidewalk widths affect pedestrian usability and determine the types of access and other pedestrian elements that can be installed. Although most guidelines require sidewalk design width to be at least five feet wide, larger design widths can accommodate more pedestrians and improve access, especially if the sidewalks contain trash receptacles, street trees, street furniture, and the like.

Passing Space

Passing space is a section of path wide enough to allow two wheelchair users to pass one another or travel abreast. The passing space provided should also be designed to allow one wheelchair user to turn in a complete circle. If turning or maneuvering is necessary, a turning space of five square feet shall be provided.

Vertical Clearance

Vertical clearance is the minimum unobstructed vertical passage space required along a sidewalk. The AADAG states that circulation spaces such as corridors should have at least 80 inches of headroom.

Changes in Level

In the sidewalk environment, curbs without curb ramps, cracks, and dislocations in the surface material are common examples of changes in level. Changes in level can cause ambulatory pedestrians to trip or can catch the casters of a wheelchair, causing the chair to come to an abrupt stop. People who are blind or have poor vision might not anticipate changes in level.

Grates and Gaps

A grate is a framework of latticed or parallel bars that prevents large objects from falling through a drainage inlet but still allows water and some debris to fall through. A gap is a single channel embedded in the travel surface of a path. The ADAAG specifies that grates located in walking surfaces should have spaces no greater than 0.5 inches wide in one direction. It also states that gratings with elongated openings should be oriented so that the long dimension is perpendicular to the dominant direction of travel.

Obstacles

Obstacles in the pedestrian environment can limit the vertical passage space, interfere with the circulation route, or reduce the clearance width of the sidewalk. Some of the more common objects that can make a sidewalk difficult to traverse include: fire hydrants, mailboxes, parking meters, planters, signs and poles, street furniture, and trash receptacles.

Surface

The surface is the material on which a person walks or wheels in the pedestrian environment. Firm and stable surfaces, such as concrete, resist deformation especially by indentation or the movement of objects. A broom finish is used on many concrete sidewalks to provide sufficient slip resistance for pedestrians.

Curb Ramps (ADA Ramps)

Curb ramps are most commonly found at intersections, but they may also be used at midblock crossings and medians. Curb ramps should be designed to minimize the grade, cross-slope, and changes in level experienced by users. Each type of curb ramp contains some or all of the following elements:

Landing

The landing is the level area of sidewalk at the top of a curb ramp facing the ramp path. Curb ramps without landings force wheelchair users entering the ramp from the street to travel on the ramp flares. The landing should be a surface at least three feet wide. The ADAAG recommends a four foot landing for perpendicular curb ramps and a five foot landing for parallel curb ramps

Approach

The approach is the section of the accessible route flanking the landing of a curb ramp.

Flare

The flare is the sloped transition between the curb ramp and the sidewalk. The path along the flare has a significant cross-slope and is not considered an accessible path of travel.

Ramp

The ramp is the sloped transition between the street and the sidewalk where the grade is constant and the cross-slope is at a minimum – preferably less than 2 percent.

Gutter

The gutter is a trough or dip used for drainage purposes that runs along the edge of the street and the curb or curb ramp. According to the ADAAG, the slope of the road or gutter surface immediately adjacent to the curb ramp should not exceed five percent, and the transition between ramp and gutter should be smooth.

Curb ramps can be configured in a variety of patterns depending on the location, type of street and existing design constraints. The four most common configurations are as follows:

Perpendicular

These ramps are often installed in pairs at a corner. For new construction, two perpendicular curb ramps with level landings should be provided at street crossings. The path of travel along a perpendicular curb ramp is oriented at a 90-degree angle to the curb face.

Diagonal

Diagonal curb ramps are single curb ramps installed at the apex of a corner. They force pedestrians ascending the ramp to proceed into the intersection before turning to the left or right to cross the street. In many situations, diagonal curb ramps are less costly to install, but they create potential safety and mobility problems for pedestrians

Parallel

The path of travel along a parallel curb ramp is a continuation of the sidewalk, as parallel curb ramps provide an accessible transition to the street on narrow sidewalks. The landing on parallel curb ramps should be sloped no more than 2 percent toward the gutter.

Built-Up

Built-Up curb ramps are oriented in the same direction as perpendicular curb ramps, but project out from the curb. They are most often installed in parking lots, and should not extend into a vehicular traffic lane or bike lane.

Accessible Pedestrian Signals

Each signalized intersection in Pendleton was visited and the intersection's pedestrian amenities such as sidewalks, curb ramps, crosswalks, and pedestrian signals were recorded in GIS. If pedestrian signals were in place, additional data specific to the pedestrian signals was collected. The height of pedestrian signal pushbuttons was measured using a tape measure. The length of time given for pedestrians to cross the street was either displayed on the pedestrian signals or was measured by the data collector.

To determine whether or not the time allotted for pedestrians to cross the street was adequate, the width of the roadway was measured in feet using a distance measuring tool in Pictometry, a computer-based orthophotography program. The length of time pedestrians were allotted to cross the street was divided by the width of the roadway where the pedestrian crossings were located. The Americans with Disabilities Act suggests that pedestrian walking speed should be assumed at 3.5 feet per second. If the signalized time required the pedestrian to walk at a pace of 3.1 to 3.9 feet per second, it was suggested that the pedestrian signal time be increased slightly. If the signalized time required the pedestrian to walk at a pace of 4.0 feet per second or more, ADA requires that the pedestrian signal time be increased significantly.

At all signalized intersections not located in rural areas, it is recommended that sidewalks, curb ramps, and crosswalks be installed if they are not already in place. At all actuated or semi-actuated intersections, it is suggested that pedestrian signals with pushbuttons be installed if not already in place. Pushbuttons are not recommended for installation at intersections that are timed due to the disruption of traffic flow.

Public Involvement

A draft of the ADA Transition Plan update was discussed at the November 2015 Town Council meeting. This meeting kicked-off the public input and review session for the update. As a public forum, the Town Council meeting allowed time for attendees to question and comment on the Plan itself. A legal notice was printed in the local newspaper, providing background on the ADA and encouraging public comment on the draft plan before the December 2015 Council Meetings. Interested parties were encouraged to review a printed version of the Plan at Town Hall or a digital version of the Plan on the Town's website. All public input received was taken into account and the Plan adjusted accordingly before being addressed for the final adoption.



CHAPTER FOUR

SELF-EVALUATION

Public Facilities

In order to perform the required self-evaluation for Pendleton's public facilities in regards to adherence to the Americans with Disabilities Act, a collection database was developed. While first person observation is the most effective method for data collection, it is a time consuming and involved process. In order to streamline the process to increase efficiency while maintaining efficacy, a database was developed based on the federal requirements for public facility upgrades to provide better governmental access to the entire population.

A preliminary checklist was first created from the specific requirements for public facilities outlined in the Americans with Disabilities Act, to provide a starting point for the collection database.

The self-evaluation consisted of visiting twelve (12) public facilities within the Town of Pendleton: the Town Hall and Court, the Town Maintenance Building, the Police Department, the Fire Department, the Falls Park Maintenance Building and Park Office, the Falls Park Community Building and Surrounding Area, the Falls Park Conservation Building, Brown Memorial Pool and Surrounding Area, the Falls Park Sports Complex, the Falls Park North 40, the Pendleton Historical Museum, the Fall Creek Golf Club. Aspects of each facility were observed, tested, and measured to ensure compliance with ADA Standards. All data was collected using iPads in conjunction with ESRI Arc GIS.

The purpose of the public facility inventory was to show the existing conditions of facilities in Pendleton, as well as, compare existing conditions with ADA standards.

PUBLIC FACILITIES

Facility Overview

(See 'Overview Map' on page 28)

1. Town Hall and Court
2. Town Maintenance Building
3. Police Department
4. Fire Department
5. Falls Park Maintenance Building and Park Office
6. Falls Park Community Building and Surrounding Area
7. Falls Park Conservation Building
8. Brown Memorial Pool and Surrounding Area
9. Falls Park Sports Complex
10. Falls Park North 40
11. Pendleton Historical Museum
12. Fall Creek Golf Club

Each facility is organized by its priority level before the modification priority within the facility is outlined. It is important to understand that the facility priority will determine the timeline for modifications; the higher the facility priority, the more resources should be used to upgrade it, and the less time allotted for the facility to be upgraded. Facility priority is based on the amount of services provided, public access, and public population at each facility.

Further, the specific modifications that must be made within each facility are generally described below and detailed in the appendix. The time line for modifications within each facility is a suggested time line and should correlate with the overall facility time line.

Town Hall and Court

The Pendleton Town Hall and Court is located at

100 West State Street, Pendleton, Indiana and acts as the central location for civic activity for the Town of Pendleton.

The facility does not have a main parking lot, but instead utilizes on-street parking due to its location in downtown Pendleton. While the on-street parking provides an acceptable number of accessible parking spaces, none are marked as van accessible. The accessible spaces are not the closest to the entrance. As such, it is required that at least one van accessible space be provided closest to the front entrance of the Town Hall. Parking is considered as a high priority for implementation since it is the first step to compliance, the upgrade should be in place within the first two years of implementation.

Since the initial Transition Plan was adopted, the primary entrance was remodeled to provide access. While there is a second entrance option that leads directly into the Council Chambers and Court from the exterior and is not considered accessible, there is access to the Council Chambers and Court from the primary entrance.

Within the facility, there is no access to the second floor. Because access to the second floor would require the installation of a lift or elevator, it is suggested that measures be taken to establish programmatic solutions until such a time as upgrades can be completed. Along with programmatic changes, designating wheelchair seating at conference tables and modifying the first floor unisex restroom should be considered.

Overall, completion of ADA compliance for the Town Hall should take a high priority, but will require an excess of time and funding. Due to the nature of the facility as a retrofit of a historic downtown building, there is a certain amount of flexibility for compliance that aims to not take away from the character. It is an important facility for public access.

Town Maintenance Building

The Pendleton Town Maintenance Building is located at 537 North Pendleton Avenue, Pendleton, Indiana.

The main parking lot for the facility does not have any marked accessible parking. Therefore, the facility is required to add at least one van accessible parking space. There are no issues with the path from parking to the entrance, but the ramp to the entrance requires the installation of a tactile strip. The entrance itself requires a decrease in the threshold and door resistance. Once inside, the only modifications that are required include lowering the thresholds to be less than one inch and lowering the soap, dryer, and mirror in the restroom. None of these modifications are time or cost intensive, so a majority of the focus should be on upgrading the entrance and ramp to comply with standards. Overall, the facility requires few modifications and has a low amount of interaction with the public, should be considered a low priority facility.

Police Department

The Pendleton Police Department is located at 550 North Pendleton Avenue, Pendleton, Indiana.

The facility has a main parking lot for public use with an adequate number of accessible and van accessible spaces, but they are not the closest to the entrance. To be compliant, it is required that the accessible spaces are the closest to the entrance. The spaces are within 50 feet from the entrance, so it is a low priority to move the spaces closer. Higher priorities for the exterior include the installation of a tactile strip for the ramp from the accessible parking to the sidewalk leading to the entrance.

Once inside, it is important to ensure access to information and services. The lobby counter is too high, which creates a situation in which the assistance bell is out of the height of reach range. For now, this can be

overcome through the establishment of a programmatic change, but ideally a new counter would be installed at a height within 28 to 34 inches. Other important interior modifications include increasing door widths, switching door opening directions to increase pull-side wall clearance, and replacing the drinking fountain as it does not comply with ADA standards. Doorways that are utilized on a regular basis by the public should be considered higher priorities. Finally, the restrooms only require the mirrors to be slightly lowered, which can be completed in the short term.

Overall, the Police Department is on track for compliance in a relatively short period of time with the exception of the lobby counter and a few door widths (see Appendix: Pendleton Police Department for details). However, this facility plays an important role in public access and should be considered as a high priority for compliance.

Fire Department

The Pendleton Fire Department is located at 120 East State Street, Pendleton, Indiana.

The facility has a main parking lot designated for employee access, but does not have on-street parking near the entry and no designated handicap parking spaces nearby. It is suggested that the facility add at least one van accessible parking space to the main parking lot across from the department bays along South Broadway Street. There are no issues with the path from parking to the entrance, but the entrance itself requires a decrease in the threshold and door resistance. Entry to the facility is only permitted with a firefighter escort since it does not allow complete public access, so the entrance modifications are a low priority.

Once inside, a majority of the modifications are centered on reducing the weight or resistance of doors, as well as a few doors that require the opening direction to be switched. Additionally, the conference table is acceptable, but wheelchair seating space

PUBLIC FACILITIES

must be designated and the restrooms require simple modifications that are neither time nor cost intensive. The main issue for the interior is the lack of access to the second floor, which includes a conference room. Although the public has limited to no access to the second floor, if the function were to change and access be permitted, an elevator or lift would be required for installation. Overall, the modifications within this facility are minimal with the exception of the elevator/lift installation. Similar to the Police Department with the limited nature of public access, this facility is a low priority, but could meet compliance standards in a relatively short amount of time.

Falls Park - Maintenance Building

The Maintenance Building and Park Office is located at 460 Falls Park Drive, Pendleton, Indiana in Falls Park.

Construction for the new Maintenance Building and Park Office began in 2014 and was finished in 2015. The facility has an office and meeting space that is available to the public, and the maintenance barn and area is for employees only. Since the facility was recently constructed, there are few modifications required for compliance. The primary issue is the parking lot. It is currently an unfinished, gravel parking lot with no marked assessible parking spaces or van accessible parking spaces. As the parking lot is completed with asphalt, the Park's Department is encouraged to ensure the appropriate number of accessible and van accessible spaces are designated.

Falls Park - Community Building and Surrounding Area

The Falls Park Community Building is located at 229 Falls Park Drive, Pendleton, Indiana in Falls Park.

The area of Falls Park that surrounds the Community Building includes a large number of amenities and recreational activities for the community including: playground equipment, a pond, shelter houses, open

space, trails, and monuments. As one of the primary areas of Falls Park, this area is considered a high priority for modification. Although a majority of the parking areas have accessible parking spaces, almost none of the lots have van accessible parking spaces. It must be ensured that each parking lot have at least one van accessible parking space marked. Other modifications include modest restroom upgrades with the exception of the restroom nearest the playground area. It is suggested that these modifications can all be made within two to three years.

Falls Park Conservation Building

The Conservation Building is located at 537 North Pendleton Avenue, Pendleton, Indiana in Falls Park.

The Conservation Building is currently being rented by the Pendleton YMCA during the week and is available to be rented by the general public on the weekends. Overall, the facility is fairly accessible. Some improvements should be made to the entrance, including increasing the width of the pathway to the front door and replacing door handles to ones that can be operated with a closed fist. There are some issues with threshold heights and reach ranges that should be corrected. The restrooms have minor improvements that are needed, including the need for signage, door handles to be operable with a closed fist, and for the soap dispenser and hand dryer to be lowered to a usable height in the men's restroom. Due to the nature of this facility, it is recommended that this facility be considered a moderate priority.

Brown Memorial Pool and Surrounding Area

Brown Memorial Pool is located at 529 East Water Street, Pendleton, Indiana in Falls Park.

There are not a large number of recommended modifications for this facility. Many are programmatic changes that can be made easily. Physical improvements include the following: creating a handicap accessible

shower in the women's restroom; lowering all reach heights to an accessible height; replacing door and gate handles to accessible ones; lowering countertops to accessible heights; replacing the existing drinking fountain with an accessible drinking fountain. Some restroom and signage improvements are also needed.

Because the future of the pool is unclear, it is recommended that the improvements to this facility are considered a moderate priority. If the Park Board commits to keeping the pool open, it is recommended that ADA improvements coincide with other facility improvements and upgrades.

Falls Park - Sports Complex

The Falls Park Sports Complex is located at 615 Falls Park Drive, Pendleton, Indiana in Falls Park.

The Sports Complex is actively used by Pendleton Junior Baseball, Pendleton Junior Football League, and the Falls Park Adult Softball Leagues. The facility was constructed in the 2000's so modifications that are needed are minimal. The drinking fountains at the facility need modifications to be ADA compliant. Minor issues were found at the facilities near the football fields. For example, the concession stand counter is too high and the knee depth is too small. A programmatic change can overcome this issue. The restroom facilities had stalls that were not operable with a closed fist, and the knee depth at the sinks were not compliant. The Park Board should consider replacing one of the sinks with an accessible one. The major issue at this facility is the lack of an accessible pathway between accessible parking and the T-ball/Pony Fields, and also the lack of an accessible pathway between the T-ball/Pony Fields and the concession stand/restroom area. Because the Sports Complex hosts so many visitors, it is highly recommended as a top priority for modification.

Falls Park - North 40

The Falls Park North 40 is located on North Pendleton Avenue, Pendleton, Indiana in Falls Park.

There are very few modifications needed at this part of Falls Park. At the restroom facilities, the doors should be marked with ADA signage, and the sinks in both the mens and womens restrooms should be replaced with an ADA accessible sink.

Please note that the Red Barn was not inventoried. At the time of the inventory, the Red Barn was not being rented out to the general public due to a bat infestation.

Pendleton Historical Museum

The Pendleton Historical Museum is located at 233 Falls Park Drive, Pendleton, Indiana within Falls Park.

Although there are not a large number of recommended modifications, several of the modifications are either cost or time intensive. Leading up to the entrance of the facility, a tactile strip must be installed before the transition from sidewalk ramp to parking lot and the area in front of the entrance must be leveled to have a slope less than two percent in all directions. The entrance itself requires a reduction in the threshold, and the door handle should be replaced.

The museum has already installed a lift for access to the second floor. The door for the lift does not provide adequate pull-side wall clearance for access. If possible, it is recommended that the opening direction of the door be switched for compliance. Alternatively, the wall that is impeding the wall clearance could be removed. Due to the complexity of this issue, the timeline for modifications allows three to five years for completion. There are two restrooms that require similar modifications. Either both can be upgraded or they can be labeled as unisex restrooms with at least one of the two being converted for ADA accessibility. Considering that the southeast restroom already has

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grab bars installed, it would cost less to modify. The sinks in both restrooms do not comply with the minimum apron height or the maximum sink rim height. The major issue for the restrooms is the inability for either sink to be compliant. Overall, the facility is fairly close to meeting the standards and is recommended as a moderate priority.

Fall Creek Golf Club

The Fall Creek Golf Club is located at 250 Reformatory Road, Pendleton, Indiana and consists of two buildings – the pro shop and restaurant.

The Pro Shop at the Fall Creek Golf Club is not accessible. The highest priority modification recommended for this facility is the provision of an alternative route or installation of a ramp to the front entrance. The entrance itself requires a reduction in the threshold and door resistance as well. Once inside the facility, the counter is too high. However, it does not present any major concerns for a programmatic modification. The main focus for the Pro Shop interior is the restroom. Due to complications with the men’s restroom width of path to fixtures, it is recommended that the women’s restroom be converted to an accessible unisex restroom and the men’s restroom be converted to a unisex restroom. Focusing on the women’s restroom can provide significant cost savings since the modifications are far less cost and time intensive.

Similarly, the restaurant for the Golf Club has significant compliance issues. Although the building has three accessible parking spaces yet none of them are marked as van accessible. At least one must be upgraded to a van accessible space. Access to the front entrance is also a concern for this building. The ramp that is installed is too steep, has a very high cross slope, and is not wide enough for public access. Modifying the entrance ramp will significantly improve the building’s access. Still, the entrance and restroom also prevent moderate challenges that must be resolved.

There are a several high priority, cost and time intensive modifications at the Fall Creek Golf Club that must be completed for compliance. Due to the nature of the facility and the restaurant, it is recommended as a high priority for the town.

Transition Plan

The following table provides a summary of each public building priority and outlines the overall transition plan schedule for public buildings within the Town of Pendleton. The timeline presents both the year that modifications begin at each facility and the projected total number of years that will be required for complete ADA compliance.

Town of Pendleton

Facility	Priority Reasoning	Timeline	
1 Town Hall and Court	Because Town Hall provides a majority of the municipal programs and services for the Town of Pendleton, it is highly recommended as a top priority for modification.	Modifications begin 2016 and 2017	3-5
2 Police Department	The Police Department requires few modifications and plays a vital role in public safety. Public access throughout the facility is largely limited. It is recommended as a moderate priority facility.	Modifications begin 2017 and 2018	2-3
3 Fire Department	Public access throughout the facility is limited, but there are a few public events held at this location. Due to the lack of required modifications, it is recommended as a moderate priority facility.		1-2
4 Town Maintenance Building	The Maintenance Building is rarely visited by residents. Although none of the modifications are major, the Maintenance Building is recommended as a low priority.	Modifications begin 2018 to 2020	2-3

Falls Park

Facility		Priority Reasoning	Timeline	
5	Community Building and Surrounding Area	Falls Park is highly trafficked and hosts a number of community events. As the central location for recreational activities within Pendleton, the area of Falls Park near the Community Building is considered a high priority for modification.	Modifications begin 2016 and 2017	3-5
6	Sports Complex	Because the Sports Complex provides the facility for a majority of the athletic programming in Falls Park, it is highly recommended as a top priority for modification.		2-3
7	Golf Club and Restaurant	The Fall Creek Golf Club is an important public amenity and requires multiple modifications in both the pro shop and restaurant. Due to the nature of the facility overall, it is recommended as a high priority.		2-3
8	Brown Memorial Pool and Surrounding Area	Because the future of the pool is uncertain, it is recommended that improvements to this facility are a moderate priority. If the Park Board commits to keeping the pool open, it is recommended that ADA improvements coincide with aesthetic and other facility improvements.	Modifications begin 2017 and 2018	2-3
9	Historical Muesum	As part of Falls Park, the Pendleton Historical Museum is an important asset for the community. It receives an average amount of resident traffic compared with the other facilities, but does not offer as many public services. Furthermore, this facility is already moving in the right direction for accessibility due to the installation of the lift. Overall, it is recommended as a moderate priority.		1-2
10	Conservation Building	The YMCA is currently leasing the Conservation Building, increasing the use of this facility. Improvements to this facility are recommended as a moderate priority.		3-5
11	North 40 and Trails	There are a few public events held at this location. Due to the lack of required modifications, it is recommended as a low priority facility.	Modifications begin 2018 to 2020	2-3
12	Maintenance Building	The Maintenance Building is rarely visited by residents. Since none of the modifications are major, the Maintenance Building is recommended as a low priority.		3-5

Sidewalks

Pendleton has a total of 86,673 feet of sidewalk in place.

Pendleton has 16,051 (18.5 percent) feet of sidewalk in “excellent” condition. These sidewalks are located primarily on the south side of State Street west of Pendleton Avenue and throughout the Deerfield subdivision located approximately a half mile north of downtown Pendleton.

Pendleton has 38,060 (43.9 percent) feet of sidewalks in “good” condition. These sidewalks are scattered throughout the Town, but primarily located on Pendleton Avenue, the north side of High Street, the north side of Water Street, and on Broadway Street south of Madison Avenue.

Pendleton has 24,484 (28.2 percent) feet of sidewalks in “fair” condition. Most of these sidewalks are located in residential areas throughout the Town. At a rate of \$36.50/linear foot to remove the sidewalks in disrepair and construct new sidewalks, replacing all sidewalks in “poor” condition would cost approximately \$894,000.

Pendleton has 8,078 (9.3 percent) feet of sidewalks in “poor” condition. These sidewalks are scattered throughout the Town, but most are located on Pearl Street and the south side of Water Street. At a rate of \$36.50/linear foot to remove the sidewalks in disrepair and construct new sidewalks, replacing all sidewalks in “poor” condition would cost approximately \$295,000.

Pendleton has no sidewalks in “very poor” condition.

There are approximately 18,820 feet of road in Pendleton that do not have parallel running sidewalks. At a rate of \$27.30/linear foot, it would cost approximately \$514,000 to install new sidewalks in these areas.

Curb Ramps (ADA Ramps)

There are a total of 33 pedestrian ramps in the Town of Pendleton that include colored, tactile strips therefore visually appearing to meet current ADA standards. After measuring the dimensions of the ramps, only 7 ramps (21.2 percent) accurately meet ADA standards. Of the 26 ramps that do not meet ADA standards, 6 (23.1 percent) do not include landings with the proper dimensions, 10 (38.5 percent) have running slopes that exceed the maximum allowed, 21 (80.8 percent) have cross slopes that exceed that maximum slope of 2.0 percent, and 3 (11.5 percent) are less than 4 feet wide.

There are a total of 262 intersections in the Town of Pendleton. Not including the curb ramps that meet ADA standards, at a cost of \$1,250 per curb ramp, it would cost approximately \$2.62 million to retrofit each intersection with eight (8) curb ramps.

Sidewalk and Curb Ramp Prioritization

Although some cities construct curb ramps at every point where a sidewalk intersects a curb ramp, it is not a requirement of the ADA under Title II. The undue financial or administrative burden limitation recognized by Title II of the ADA may limit the number of curb ramps that the Town is required to provide. Sidewalks and curb ramps will be prioritized as funding for infrastructure improvement projects becomes available.

The Town will prioritize sidewalk and curb ramp infrastructure upgrades in these areas:

- Schools and libraries
- Government offices and facilities
- Places of public accommodation such as commercial and business areas
- Facilities containing major employers

- Residential neighborhoods and underdeveloped areas of the Town

Appropriate and reasonable infrastructure improvements directly requested by the public will be considered a high priority.

Additional levels of prioritization may be developed for replacing existing curb ramps. For example:

- Repair of hazardous conditions

- Distance from a Town-operated program or building
- Distance from a bus stop
- Proximity to a facility serving disabled clients
- Level of pedestrian traffic
- Distance from non-Town owned public facilities

Location	Number of Ramps	Existing Condition	Modification
Pendleton Avenue & State Street	4: NW, NE, SE, SW corners	Ramps meet ADA requirements	No modifications necessary at this time
Pendleton Avenue & Water Street	2: NE, SE corners	NE ramp has running slope of 10.6%; SE ramp does not contain a landing with proper dimensions; SE ramp contains a cross slope of 5.4%	Install proper landing on SE ramp; Reduce running slope on NE ramp to 8.3% or less; Reduce cross slope on SE ramp to 2.0% or less
Pendleton Avenue between State Street & High Street (West Side)	6: From North to South	Second to-most southern ramp meets ADA requirements; Southernmost ramp has a running slope of 9.3%; All non-ADA conforming ramps have cross slopes of 5.4%, 4.3%, 3.9%, 4.3%, 3.7% and 4.4% from north to south	Reduce running slope on southernmost ramp to 8.3%; Reduce cross slope on all non-ADA conforming ramps to 2.0% or less
Pendleton Avenue & High Street	3: NW, NE, SE corners	NW, SE ramps do not have landings with proper dimensions; NE ramp does not have tactile strip; NW, SE ramps have running slopes of 11.3% and 10.2% respectively; NE ramp has a cross slope of 2.5%; NE and SE ramps have flares of 15.7% and 13.6% respectively; SE ramp is not 4 feet wide	Reconstruct all ramps entirely
Pendleton Avenue & Oak Street	2: North, South	North and South ramps have 4.7% and 8.8% cross slopes respectively; North ramp has a flare of 12.2%	Reduce cross slopes of both ramps to 2.0% or less; Reduce flare on north ramp to 10.0% or less
Pendleton Avenue between Oak Street and Elm Street	2: North, South	North ramp has a running slope of 9.8%; North and South ramps have cross slopes of 11.2% and 6.3% respectively	Reconstruct north ramp completely; Reduce cross slope of south ramp to 2.0% or less
Pendleton Avenue & Elm Street	4: NW, NE, SE, SW corners	NW, NE, SE, SW ramps have cross slopes of 7.4%, 5.3%, 10.3%, and 7.8% respectively; Storm drain exists in path of SW ramp but is maneuverable	Reduce cross slope for all ramps to 2.0% or less
Pendleton Avenue between Elm Street & Madison Avenue	2: North, South	South ramp meets ADA requirements; North ramp has cross slope of 8.2%	Reduce cross slope for north ramp to 2.0% or less

SIDEWALK AND CURB RAMP PRIORITIZATION

Pendleton Avenue & Madison Avenue	2: NW, SW corners	NW ramp has a cross slope of 3.8%; SW ramp does not contain landing with proper dimensions; SW has a running slope of 10.4%	Construct proper landing on SW ramp; Reduce cross slope of NW ramp to 2.0% less; Reduce running slope of SW ramp to 8.3% or less
Pendleton Avenue & Moore Avenue	2: NE, SE corners	Both ramps meet ADA requirements	No modifications necessary at this time
Pendleton Avenue & Clark Street	2: NE, SE corners	NE, SE ramps are not 4 feet wide; SE ramp has a running slope of 10.7% and a cross slope of 11.2%; Significant lips at base of both ramps	Reconstruct both ramps entirely
Pendleton Avenue & Indiana Avenue	1: NE corner	Ramp meets ADA requirements	No modifications necessary at this time
State Road 67 & State Road 38	2: SE, SW corners	Both ramps do not have landings with proper dimensions; SE ramp has a cross slope of 4.0%	Construct proper landings on both ramps; Reduce cross slope of SE ramp to 2.0% or less

Pedestrian Signals

There are a total of six (7) signalized intersections in the Town of Pendleton. Two (2) of these signalized intersections contain pedestrian signals as well. Pushbutton controls have been implemented at the intersection of State Street and State Road 9 so that pedestrians can influence the traffic signals. The pushbutton does not emit an audible tone when pressed and has been placed at an acceptable height.

The ADA recommends that the length of time pedestrians require to cross an intersection be no less than 3.5 feet per second. Both crossing phases at the intersection of State Street and Pendleton Avenue require pedestrians to walk no faster than 2.4 feet per second. However, at the intersection of State Street and State Road 9, pedestrians crossing State Road 9 must walk at a pace of 5.7 feet per second.

Location	Signal Type	Existing Condition	Modification
Main Street & State Street	Timed	Crosswalks; No pedestrian signal	Install pedestrian signals with pushbuttons
State Street & Pendleton Avenue	Timed	Crosswalks; Pedestrian signals w/o pushbuttons; Crossing speed of 2.4 feet/second required north-south, Crossing speed of 1.9 feet/second required east-west	Install pedestrian signals with pushbuttons
State Road 38 & Interstate 69	Actuated	No sidewalks; No crosswalks; No ADA ramps; No pedestrian signals	Install sidewalks; Install crosswalks; Install ADA ramps; Install pedestrian signals with pushbuttons
State Road 9 & State Road 67	Actuated	Intersection in rural area; No sidewalks; No crosswalks; No ADA ramps; No pedestrian signals	No modifications necessary at this time
State Road 9 & US Highway 36	Actuated	No sidewalks; No crosswalks; No ADA ramps; No pedestrian signals	Install sidewalks; Install crosswalks; Install ADA ramps; Install pedestrian signals with pushbuttons
State Road 9 & State Street	Semi-Actuated	Sidewalks east-west on south side of State Street only; ADA ramps east-west on south side of State Street only; Pedestrian signals with non-audible pushbuttons 40" high east-west on south side of State Street only; Crossing speed of 5.7 feet/second required	Install sidewalks on north side of State Street and east-west; Install ADA ramps on north side of State Street and east-west; Install pedestrian signals with pushbuttons on north side of State Street and east-west; Increase pedestrian crossing time substantially



CHAPTER FIVE

MONITORING & UPDATES

Transition Plan Management

The Pendleton Transition Plan is a living document that will receive routine updates. This 2015 update is the first since the original Plan was completed in 2013. Subsequent updates shall be on a four year cycle, with the next update scheduled to be completed in 2019. To streamline plan updates and keep the document current and relevant, appendices will be updated annually if new regulation are adopted or new information is available that does not alter the intent of the transition plan. When an appendix update is found to alter the intent of the Pendleton Transition Plan the appendix and affected section(s) will be opened for public review and comment. The update schedule may be altered at the discretion of Pendleton based on changes in guidance from the United States Access Board, Federal Policy, and State Policy. The Pendleton Transition Plan is available for continual public comment on the Pendleton website

at <http://www.town.pendleton.in.us/>.

In order to manage the ADA Transition Plan, it is suggested that the ADA Coordinator designate a field inspector(s). The appointed inspectors will be necessary for ensuring that modifications correctly adhere to ADA Codes and Standards. In many cases, the contractor(s) may not be fully aware of ADA Codes and Standards and it is up to the ADA Coordinator and/or inspectors to provide the guidelines for contractors to follow. For a successful plan, it is recommended that ADA Codes and Standards are discussed with contractors before the project and inspections performed both during and after project completion.

Inspections are recommended during:

1. Curb ramp, sidewalk, or public facility

COORDINATION WITH PUBLIC IMPROVEMENTS & CAPITAL EXPANSION

construction or rehabilitation undertaken within the jurisdiction of Pendleton or its contractors as part of capital improvement projects or other specialized construction projects,

2. Curb ramp, sidewalk, or public facility construction or rehabilitation undertaken by other agencies or private parties within Pendleton, and
3. Curb ramp, sidewalk, or public facility construction or rehabilitation undertaken as part of the ADA Transition Plan.

Special procedures for all field inspections are recommended to be as follows:

1. Every modification under the jurisdiction of Pendleton is to be personally inspected by an approved inspector within ten days after the completion of construction. All inspectors are to be appropriately trained to know and understand the ADA Codes and Standards and the measurements necessary to inspect modifications as they are constructed.
2. The inspector is to review and obtain all dimensions using a tape measure, force pressure gauge, and/or level to verify that all dimensions meet or exceed the ADA Codes and Standards.
3. The inspector is to obtain all slopes and gradients using a two-foot to four-foot long Smart-level or equal slope-measurement tool to verify that all slopes and gradients meet or exceed the ADA Codes and Standards.
4. The inspector is to review the physical conditions relating to the installation of all facility, curb ramp, sidewalk, and accessible pedestrian signal modifications to verify that all installations meet or exceed the ADA Codes and Standards.
5. All dimensions, slopes, and other conditions

verified in 3 and 4 above are to be entered on approved Inspection Forms and such forms are to be certified as correct and truthful by the Inspector's signature.

6. Any exceptions to full compliance with the ADA Codes and Standards are to be described on the Inspection Form, certified as a "Finding for Non-compliance Element(s)" by the inspector, reviewed and approved by the Program Manager, and finally approved by the ADA Coordinator or his/her authorized representative.
7. Inspection Forms are to be submitted to the Program Access Coordinator within ten days after the completion of the modification construction.
8. Modifications are to be updated in the GIS database once approved by the ADA Coordinator.

The checklist that was utilized to create the GIS database is included in APPENDIX.INSPECTION FORM for use as the on-site inspection form.

Coordination with Public Improvements & Capital Expansion

For the ADA Transition Plan to be successful, it is important to coordinate modifications with both public improvement and capital expansion projects. It is recommended that Pendleton utilize improvement projects as an opportunity for ADA compliance and update the Transition Plan accordingly. Improvements should be based on current and future programs including routine curb, gutter, pavement, and sidewalk maintenance; resident requested sidewalk improvements; and private developer construction projects.

Maintaining sidewalk elements in good condition

is an essential part of providing access to public rights-of-way. Maintenance problems are usually identified by pedestrians who report the location to the municipal authorities. However, assessing sidewalks for accessibility should be an integral part of a jurisdiction's maintenance survey programs. Some cities survey and repair all sidewalks in regular cycles. Other cities make or enforce repairs only if a complaint is filed. Sidewalk inspectors typically look for conditions that are likely to inhibit access or cause pedestrians to injure themselves. These include: step separation, badly cracked concrete, settled areas that trap water, tree root damage, and noncompliant driveway flares.

Furthermore, coordinating with private developer construction projects will provide the opportunity to require relevant improvements. The Town of Pendleton can require construction or improvement of sidewalks, curb ramps, and pedestrian signals as a condition for a building permit on property adjacent to the public right-of-way. Utilizing building permit conditions will increase the amount of modifications that are finished without increasing the financial burden of the community.

Current, as well as future, programs and projects can be addressed in conjunction with ADA modifications to decrease expenses and increase public benefit from resources allotted for barrier removal. Although the Transition Plan sets the schedule for modifications and explains priorities, Pendleton should review and adjust the plan to reflect capital improvement projects. If a program and/or project impacts the Transition Plan priorities, it will be necessary to re-prioritize facilities for improvement.

GIS Data Entry

Pendleton maintains four GIS databases in order to monitor modifications. There are separate GIS maps for each of the four main assessment areas: public facilities,

sidewalks, curb ramps, and pedestrian signals. Each of the databases was developed as part of the overall ADA Transition Plan process and they contain detailed data for public facilities, sidewalks, curb ramps, and pedestrian signals.

The status of the overall compliance can be tracked and monitored by referencing each database. The final step in the inspection process is to update the GIS databases to indicate approved and completed modifications. This step includes both adjusting current points to updated existing conditions, as well as the creation of new points for areas that were not previously assessed. New points will be necessary for the installation of new curb ramps, sidewalks, pedestrian signals, and public facilities or amenities.

Furthermore, if a modification is inspected and does not meet the ADA Codes and Standards, each database allows recommendations to be submitted. The inspector is to submit the inspection form to the ADA Coordinator and enter the updated information with recommendations for the modifications that are necessary to be compliant. Once the inspection form has been signed by the inspector, the ADA Coordinator can designate who enters the information at his/her discretion.

Updating the databases is an important step in monitoring modifications in specific areas, as well as monitoring the Pendleton Transition Plan as a whole. Each database was developed to provide a simple solution to tracking ADA compliance, as inspection form data is entered. The database information can be utilized to re-prioritize and monitor modifications consistently. The continual updating of ADA data, as well as ADA Codes and Standards will allow the Transition Plan to be a living document.

APPENDIX

A

Resolution Adopting Plan

B

Grievance Procedure & Ordinance

C

ADA Complaint Form

D

Program Contacts/ADA Coordinator

E

Public Facilities (Self-Evaluation of Facilities)

F

Inspection Forms

G

Definitions

RESOLUTION R2015-19

Resolution approving and adopting the Americans with Disabilities Act Transition Plan for the Town of Pendleton, Indiana.

WHEREAS, the Town Council of the Town of Pendleton, Indiana, recognizes the importance of planning for the provision of equal access to programs and services offered by the Town to any and all persons that would utilize the programs and services and has the authority to adopt an Americans with Disabilities Act (ADA) Transition Plan; and,

WHEREAS, the Town of Pendleton, Indiana, solicited input from the public, and from that input made necessary adjustments to the ADA Transition Plan; and,

WHEREAS, the Town Council of the Town of Pendleton, Indiana, has reviewed the process and completed study thoroughly and is satisfied with the services performed, information contained therein, and methodology applied; and,

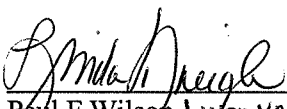
WHEREAS, the Town Council of the Town of Pendleton, Indiana, has received this document for our records and will keep it on file in the town offices for future reference;

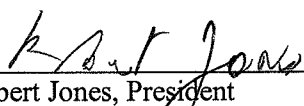
NOW THEREFORE, BE IT RESOLVED by the Town Council of the Town of Pendleton, Indiana, that:

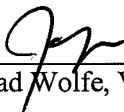
1. The final document is hereby approved and adopted to be utilized as a guide for moving the Town of Pendleton, Indiana, toward compliance of the required ADA standards and regulations.
2. The Town will fully consider the schedule of modifications contained therein and will continue updating the plan as recommended.

PASSED AND ADOPTED by the Town Council of the Town of Pendleton, Indiana, this 10th day of December, 2015.

ATTEST:



 Paul F Wilson LINDA KREIGH
 Clerk-Treasurer Deputy Clerk-Treasurer


 Robert Jones, President


 Chad Wolfe, Vice- President


 Jeanette Isbell, Council Member


 Chet Babb, Council Member


 Jessica Smith, Council Member

ORDINANCE NO. 2012-05

**AN ORDINANCE OF THE TOWN OF PENDLETON
MADISON COUNTY, INDIANA, AMENDING
CHAPTER 39 OF THE CODE OF ORDINANCES PERTAINING
TO TOWN POLICIES**


WHEREAS, the Town Council of the Town of Pendleton (“Council” and “Town,” respectively) finds it necessary to supplement the Pendleton Code of Ordinances (“Code”) in the interests of maintaining the health and safety of the Town;

NOW, THEREFORE, IT IS HEREBY ORDAINED by the Council as follows:

EXHIBIT “A” attached.

Passed and adopted by the Town Council of the Town of Pendleton, Indiana, this 3RD
day of MAY 2012.

THE TOWN COUNCIL OF THE
TOWN OF PENDLETON, INDIANA




Donald E. Henderson, President



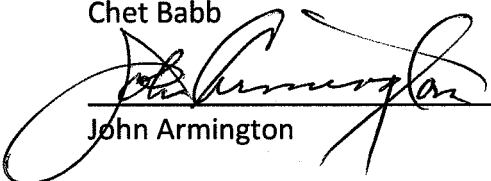
Jeanette Isbell, Vice President



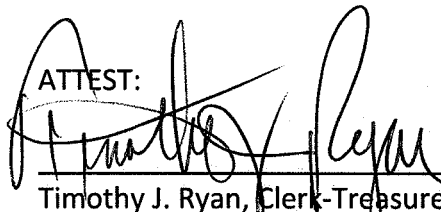
Robert Jones



Chet Babb



John Armington

ATTEST:


Timothy J. Ryan, Clerk-Treasurer
of the Town of Pendleton, Indiana

EXHIBIT "A" ORDINANCE 2012-05

**PENDLETON, INDIANA
AMERICANS WITH DISABILITES ACT
TITLE II GRIEVANCE PROCEDURES**

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

Employment: Town of Pendleton does not discriminate on the basis of disability in its hiring or employment practices and complies with all regulations as outlined by the U.S. Equal Employment Opportunity Commission under Title I of the ADA.

Effective Communication: Town of Pendleton will, upon request, provide appropriate aids and services leading to effective participation for people with disabilities to participate equally in Town of Pendleton's programs, services and activities. Anyone who requires an auxiliary aid or service for effective participation or modification of policies or procedures to participate in a service, program, or activity, contact the office of the ADA Coordinator as soon as possible but no later than 48 hours before the scheduled event.

Modifications to Policies and Procedures: Town of Pendleton 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. The Americans with Disabilities Act does not require Town of Pendleton to take any action that would fundamentally alter the nature of its services or programs or impose an undue financial or administrative burden to Town of Pendleton. Complaints regarding a service, program or activity of Town of Pendleton that is not accessible to persons with disabilities should be directed to the ADA Coordinator.

Town of Pendleton 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.

Procedures: Town of Pendleton has adopted an internal grievance procedure providing for prompt and equitable resolution of complaints alleging any action prohibited by the U.S. Department of Justice regulations implementing Title II of the Americans with Disabilities Act ("ADA"). Title II states, in part, that "no otherwise qualified disabled individual shall, solely by reason of such disability, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination in programs, services or activities sponsored by a public entity".

Step One: File the Grievance

Complete the Town of Pendleton Grievance Form. Grievance Form can be found on the Town of Pendleton, Indiana website (www.town.pendleton.in.us) or in the ADA Coordinator's office. A grievance may be communicated in writing, by e-mail, by fax or by telephone, but must follow the format of the Town of Pendleton Grievance Form.

EXHIBIT "A" ORDINANCE 2012-05

A grievance concerning the accessibility of Town of Pendleton's services, programs or activities should be addressed to: Town Manager and/or Town Council President

Step Two: Acknowledgement

A grievance should be filed within 90 days after the grievant party becomes aware of the alleged violation. The ADA Coordinator will send an acknowledgement of receipt of the grievance within 12 working days.

Step Three: Informal Resolution

Following the filing of a grievance, the ADA Coordinator shall determine whether, and to what extent, an investigation of the grievance is warranted. Any resulting investigation shall be conducted by the ADA Coordinator or his/her designee. In the case of a property or access issue, the grievance will also be investigated by the Town of Pendleton Property Manager. A thorough investigation affords all interested persons and their representatives an opportunity to submit evidence relevant to a grievance. The ADA Coordinator will complete the investigation within 60 calendar days of receipt of the grievance. If appropriate, the ADA Coordinator will arrange to meet with the grievant to discuss the matter and attempt to reach an informal resolution of the grievance. Any informal resolution of the grievance shall be documented in the ADA Coordinator file and the case will be closed.

Step Four: Written determination

If an informal resolution of the grievance is not reached in Step 3, within 60 calendar days of receipt of the grievance, a written determination as to the validity of the complaint, and description of the resolution, if appropriate, shall be forwarded by the ADA Coordinator to the Executive Officer for approval.

Step Five: Final determination and resolution

The ADA Coordinator shall communicate the determination and resolution to the grievant within 90 calendar days of receipt of the grievance, unless the Executive Officer authorizes additional time for further consideration of the grievance. Any authorized extension of time will be communicated to the grievant. Any request for reconsideration of the response to the grievance shall be at the discretion of the Executive Officer.

If the grievant is not satisfied with Town of Pendleton's handling of the grievance at any stage of the process, or does not wish to file a grievance through Town of Pendleton's ADA Title II Grievance Procedures, the grievant may file a complaint directly with the U. S. Department of Justice or other appropriate state or federal agency. Use of Town of Pendleton's grievance procedure is not a prerequisite to the pursuit of other remedies.

The resolution of any specific grievance will require consideration of varying circumstances, such as the specific nature of the disability; the nature of the access to services, programs, or facilities at issue, the essential eligibility requirements for participation; the health and safety of others; and the degree to which an accommodation would constitute a fundamental alteration to the service, program or facility, or cause an undue hardship to Town of Pendleton. Accordingly, the resolution by Town of Pendleton of any one grievance does not constitute a precedent upon which Town of Pendleton is bound or upon which other complaining parties may rely.

EXHIBIT "A" ORDINANCE 2012-05

File Maintenance

Town of Pendleton's ADA Coordinator shall maintain ADA Grievance files for three years.



ADA Complaint Form

Town of Pendleton | Planning Department
 PO Box 230 | 100 West State Street
 Pendleton, Indiana 46064
 V: 765-778-8370 | F: 765-778-7470
Version1222015

Complainant's Information

Complainant's Name

Date

Address

City/Town

State

Zip code

Phone Number

Email Address

Person Discriminated Against (if someone other than complainant)

Name of Person Discriminated Against

Address

City/Town

State

Zip code

Phone Number

Email Address

Date of alleged discrimination:

Location of alleged discrimination:

Primary Type of Disability

Issue

APPENDIX.ADA COMPLAINT FORM

Please describe the alleged discrimination. Be as specific as possible in explaining what happened and whom you believe was responsible (attach additional pages if needed).

Please list any and all witnesses' names, phone numbers, and email addresses:

What type of remedy would you suggest?

Have you ever filed a complaint with any other federal, state, or local agency; or with any federal or state court?

- Yes
 No

If yes, which court or agency?

Please attach any documents or other information that you believe is relevant to your complaint. Please sign, date, and send your complaint to:

Tim McClintick
Town Manager/ADA & Title VI Coordinator
100 West State Street, PO Box 230
Pendleton, IN 46064
Voice: 765-778-7776
Email: tmmclintick@town.pendleton.in.us

Printed Name

Signature

Date

Program Contacts / ADA Coordinator




Town of Pendleton ADA Coordinator:

Tim McClintick
 100 West State Street
 Pendleton, Indiana 46064
 (765) 778.2173

Public Facilities

Analysis Priority and Timeline Methodology

Modification Priority

Low	
Moderate	
High	

The color coding classification system defines the necessity of each modification. The years define the timeline for completion of such a modification based on the project difficulty. Therefore, although a modification may be defined as a low priority, it could be designated as a project for completion within any range of time from one to five years. Low priorities that can attain compliance with simple adjustments are defined as a short term project, due for completion within one year. However, some modifications are low priority because they are nearly compliant despite the fact that they would be very difficult to complete and may be defined as a long term project for full compliance. For example, if the path from an accessible parking space to the accessible entrance is 45 inches wide and the standard is 48 inches wide, the priority would be low for modification while the timeline for the project would be five plus years. The time allotted is greater than the usual time for modification because the project is a high cost with very little benefit.

Public Facility Modifications

Facility: Town Hall and Court

Item/Location	Standard	Existing Condition	Modification	Years
Parking	At least 1 accessible space per 25 standard spaces and 1 van accessible space in all cases.	No main parking lot available.	No modifications necessary at this time.	
On-street Parking	Accessible spaces closest to door; space for unloading	Accessible parking on-street; clear of obstacles for van lifts, but not closest to entry.	Provide/mark at least 1 van accessible space closest to the entrance (along State St.)	1-2
Accessible Entrance	Pathway from accessible space to entry free of obstructions, stairs, and min 48" wide	Pathway from accessible space to entry is free of obstructions and stairs, firm/sturdy, and 63" wide.	No modifications necessary at this time.	
Clearance and Ramps (NW corner of State and Pendleton Ave.)	8.3% max slope, tactile strip, 5x5' top landing, 4x4' bottom landing, and level, contiguous grade break	3.2% slope; 5x5' landing; perpendicular but not contiguous grade break without tactile strip.	Decrease curb lip for contiguous transition; install tactile strip.	3-5
Clearance and Ramps (to entrance)	8.3% max slope, 5x5' top landing, 4x4' bottom landing, and level, contiguous grade break	4.6% slope; no 5x5' landing; perpendicular and contiguous grade; necessary for building access.	Provide 5x5' top landing.	3-5
Clearance and Ramps (to Council Chambers)	8.3% max slope, 5x5' top landing, 4x4' bottom landing, and level, contiguous grade break	6.0% slope; 5x5' landing; perpendicular and contiguous grade break.	No modifications necessary at this time.	
Clearance and Ramps (lobby ramp to large conference room/ rest-room)	8.3% max slope, 5x5' top landing, 4x4' bottom landing, and level, contiguous grade break	5.9% slope; 5x5' landing; perpendicular and contiguous grade break.	No modifications necessary at this time.	
Clearance and Ramps (1 st floor hallway to kitchen, 2 ramps are same)	8.3% max slope, 5x5' top landing, 4x4' bottom landing, and level, contiguous grade break	5.5% slope; no 5x5' landing; perpendicular and contiguous grade break, grade break not 4x4'.	Increase width of top landing and bottom grade breaks.	3-5

Entrance (Outer entry door)	Accessible entry available and marked, including on all inaccessible entries. Min door width 32", max threshold 0.5", usable with closed fist.	No accessible entry; door opening width 30", 30" pull side clearance, 1" threshold, 34" high door handle that is not operable with a closed fist; door requires more than 5 lbs. of force to open; 0.25" doormat.	Increase door width; decrease threshold; replace handle to be operable with a closed fist; reduce door weight/resistance.	3-5
Entrance (Inner entry door)	Accessible entry available and marked, including on all inaccessible entries. Min door width 32", max threshold 0.5", usable with closed fist.	No accessible entry; door opening width 34", 39" pull side clearance, 0.25" threshold, 33" high door handle that is operable with a closed fist; door requires more than 5 lbs. of force to open.	Reduce door weight/resistance.	1
Entrance (Council Chambers entry from outside)	Accessible entry available and marked, including on all inaccessible entries. Min door width 32", max threshold 0.5", usable with closed fist.	No accessible entry; door opening width 34", 18"+ pull side clearance, 8" step, 42" high door handle that is operable with a closed fist; door requires less than 5 lbs. of force to open.	Provide ramp or alternative access route; reduce step 1".	1-2
Access to Services (between entry doors)	Access to all public spaces from accessible path of travel, directly accessible, and min path width of 36".	Not directly accessible, 59" wide path.	Upgrade entrance for compliance and direct access.	3-5
Access to Services (main lobby)	Access to all public spaces from accessible path of travel, directly accessible, and min path width of 36".	Directly accessible, with access to all public spaces, 152" wide path.	No modifications necessary at this time.	
Access to Services (Council chambers)	Access to all public spaces from accessible path of travel, directly accessible, and min path width of 36".	Directly accessible, with access to all public spaces, 48" wide path.	No modifications necessary at this time.	
Access to Services (1 st floor hallway)	Access to all public spaces from accessible path of travel, directly accessible, and min path width of 36".	Directly accessible, with access to all public spaces, 42" wide path.	No modifications necessary at this time.	
Access to Services (1 st floor offices hallway)	Access to all public spaces from accessible path of travel, directly accessible, and min path width of 36".	Directly accessible, with access to all public spaces, 40" wide path.	No modifications necessary at this time.	
Access to Services (1 st floor hallway to kitchen)	Access to all public spaces from accessible path of travel, directly accessible, and min path width of 36".	Directly accessible, with access to all public spaces, 31" wide path.	Increase width of path at least 5".	3-5

APPENDIX.PUBLIC FACILITY MODIFICATIONS

Access to Services (2 nd floor hallway)	Access to all public spaces from accessible path of travel, directly accessible, and min path width of 36".	Not directly accessible, 72" wide path.	Provide elevator/lift option for 2 nd floor access.	3-5
Floors (entry-way)	Flooring must be securely attached at the edges, with thresholds max 0.5", max 48" reach heights, max 7" riser height and 11" step depth.	Flooring securely attached at the edges; 0.25" threshold; 62" height of reach for defibrillator.	Lower defibrillator to be within 48" height of reach.	1
Floors (main lobby and stairwell)	Flooring must be securely attached at the edges, with thresholds max 0.5", max 48" reach heights, max 7" riser height and 11" step depth.	Flooring securely attached at the edges; 7" step riser height; 3" hand-rail perimeter (squared off); 0.5" thresholds.	No modifications necessary at this time.	
Floors (1 st floor hall offices steps into offices)	Flooring must be securely attached at the edges, with thresholds max 0.5", max 48" reach heights, max 7" riser height and 11" step depth.	Flooring securely attached at the edges; 5" step riser height.	Provide ramp access or alternative programmatic function for offices.	1-2
Floors (kitchen floor change)	Flooring must be securely attached at the edges, with thresholds max 0.5", max 48" reach heights, max 7" riser height and 11" step depth.	Flooring securely attached at the edges; 4" step riser height; 0.25" thresholds.	Provide ramp access or alternative programmatic function for kitchen.	3-5
Floors (Hallway to trustees)	Flooring must be securely attached at the edges, with thresholds max 0.5", max 48" reach heights, max 7" riser height and 11" step depth.	Flooring securely attached at the edges; 7" step riser height; 6" hand-rail perimeter; 0.5" thresholds.	No modifications necessary at this time.	
Doors (Council Chambers inside entrance)	Max 5 lbs. force to open and 48" door handle, min 32" door opening, 18" wall space on pull side of door, and door handle operable with closed fist.	Requires less than 5 lbs. of force to open; door width 33"; 18"+ of wall clearance; door handle 37" high and operable with closed fist.	No modifications necessary at this time.	

Doors (The quiet room, small conference room)	Max 5 lbs. force to open and 48" door handle, min 32" door opening, 18" wall space on pull side of door, and door handle operable with closed fist.	Requires less than 5 lbs. of force to open; door width 33"; 5" of wall clearance; door handle 36" high and operable with closed fist.	Increase pull-side wall clearance (switch opening direction).	1
Doors (1 st floor adjacent to window)	Max 5 lbs. force to open and 48" door handle, min 32" door opening, 18" wall space on pull side of door, and door handle operable with closed fist.	Requires less than 5 lbs. of force to open; door width 34"; 35" of wall clearance; door handle 36" high and operable with closed fist.	No modifications necessary at this time.	
Doors (front desk office door)	Max 5 lbs. force to open and 48" door handle, min 32" door opening, 18" wall space on pull side of door, and door handle operable with closed fist.	Requires less than 5 lbs. of force to open; door width 34"; 18"+ of wall clearance; door handle 36" high and operable with closed fist.	No modifications necessary at this time.	
Doors (large conference room, east entry)	Max 5 lbs. force to open and 48" door handle, min 32" door opening, 18" wall space on pull side of door, and door handle operable with closed fist.	Requires less than 5 lbs. of force to open; door width 33"; 24" of wall clearance; door handle 37" high and operable with closed fist.	No modifications necessary at this time.	
Doors (large conference room, west entry)	Max 5 lbs. force to open and 48" door handle, min 32" door opening, 18" wall space on pull side of door, and door handle operable with closed fist.	Requires less than 5 lbs. of force to open; door width 33"; 24" of wall clearance; door handle 37" high and operable with closed fist.	No modifications necessary at this time.	
Doors (mail room)	Max 5 lbs. force to open and 48" door handle, min 32" door opening, 18" wall space on pull side of door, and door handle operable with closed fist.	Requires less than 5 lbs. of force to open; door width 28"; 18"+ of wall clearance; door handle 36" high and operable with closed fist.	Increase door width at least 4".	3-5
Doors (to trustees office)	Max 5 lbs. force to open and 48" door handle, min 32" door opening, 18" wall space on pull side of door, and door handle operable with closed fist.	Requires less than 5 lbs. of force to open; door width 32"; 18"+ of wall clearance; door handle 35" high and operable with closed fist.	No modifications necessary at this time.	

APPENDIX.PUBLIC FACILITY MODIFICATIONS

Doors (1 st floor rear meeting room)	Max 5 lbs. force to open and 48” door handle, min 32” door opening, 18” wall space on pull side of door, and door handle operable with closed fist.	Requires less than 5 lbs. of force to open; door width 29”; 18”+ of wall clearance; door handle 38” high and operable with closed fist.	Increase door width at least 3”.	3-5
Doors (1 st floor, east office)	Max 5 lbs. force to open and 48” door handle, min 32” door opening, 18” wall space on pull side of door, and door handle operable with closed fist.	Requires less than 5 lbs. of force to open; door width 29”; 18”+ of wall clearance; door handle 36” high and operable with closed fist.	Increase door width at least 3”.	3-5
Doors (1 st floor, 2 nd west office from front entrance)	Max 5 lbs. force to open and 48” door handle, min 32” door opening, 18” wall space on pull side of door, and door handle operable with closed fist.	Requires less than 5 lbs. of force to open; door width 34”; 5” of wall clearance; door handle 36” high and operable with closed fist.	Increase pull-side wall clearance (switch opening direction).	1-2
Seats, Tables, Counters (lobby counter)	Space available for wheelchair seating, counter and table height 28-34”, knee height min 27”	30” counter height.	No modifications necessary at this time.	
Seats, Tables, Counters (large conference room, table)	Space available for wheelchair seating, counter and table height 28-34”, knee height min 27”	Spaces available for wheelchair seating but not designated; 32” table height; 27” knee height; 20” knee depth	Provide at least 1 designated wheelchair seating space.	1
Seats, Tables, Counters (1 st floor rear meeting room, table)	Space available for wheelchair seating, counter and table height 28-34”, knee height min 27”	Spaces available for wheelchair seating but not designated; 30” table height; 27” knee height; 17” knee depth	Provide at least 1 designated wheelchair seating space.	1
Drinking Fountain (2 nd floor)	Clear space 30x48”, max sink depth 19”, max fountain height 36”, min 27” apron, min 8” knee depth, operable with closed fist.	Drinking fountain 39” high; 11” high fountain apron; operable with a closed fist; knee depth 0”.	Must replace drinking fountain to accomplish ADA compliance.	3-5

<p>Restroom (1st floor unisex)</p>	<p>Accessible bathroom available and marked with International Handicapped Symbol, min 32" door opening, 48" max door handle, min 36" path to fixtures, max 5 lbs. door force, 5x5' stall, grab bars, 17-19" toilet seat height. Sinks have clear space 30x48", max depth 19", max height 34", min 29" apron, min 17" knee depth, max 48" high soap/dryer, max 40" high mirror.</p>	<p>Accessible restroom available and marked with International Symbol of Accessibility; 33" door width; door requires less than 5 lbs. force to open; door handle 39" high and operable with closed fist; 65" wide path to fixtures; 5x5' clearance; grab bars installed; toilet seat 18" high. Sink clearance greater than 30x48"; 16" sink depth; 12" knee depth; 32" sink height; 30" sink apron; sink operable with a closed fist; soap/dryer not reachable; mirror 37" high.</p>	<p>Increase sink knee depth at least 5"; lower soap/dryer to be within 48" height of reach.</p>	<p>2-3</p>
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Facility: Town Maintenance Building

Item/Location	Standard	Existing Condition	Modification	Years
Parking	At least 1 accessible space per 25 standard spaces, and 1 van accessible space in all cases	No accessible spaces, no van accessible.	Provide/mark at least 1 van accessible space closest to the entrance.	1-2
On-street Parking	Accessible spaces closest to door; space for unloading	No on-street parking available.	No modifications necessary at this time.	
Accessible Entrance	Pathway from accessible space to entry free of obstructions, stairs, and min 48" wide	Pathway from accessible space to entry is free of obstructions and stairs, firm/sturdy, 59" wide, with 46" curb cut.	No modifications necessary at this time.	
Clearance and Ramps	8.3% max slope, tactile strip, 5x5' top landing, 4x4' bottom landing, and level, contiguous grade break	8.3% slope; 5x5' landing; perpendicular and contiguous grade break without tactile strip; necessary for access to building	Install tactile strip.	2-3
Entrance	Accessible entry available and marked, including on all inaccessible entries. Min door width 32", max threshold 0.5", usable with closed fist.	No accessible entry; door opening width 34", 18"+ pull side clearance, 2" threshold, 37" high door handle that is operable with a closed fist; door requires more than 5 lbs. of force to open.	Decrease door threshold; reduce door weight/resistance.	1-2
Access to Services	Access to all public spaces from accessible path of travel, directly accessible, and min path width of 36".	Directly accessible, with access to all public spaces.	No modifications necessary at this time.	
Floors	Flooring must be securely attached at the edges, with thresholds max 0.5", max 48" reach heights, max 7" riser height and 11" step depth.	Flooring securely attached at the edges; 1" threshold.	Decrease threshold.	1-2

Restrooms	<p>Accessible bathroom available and marked with International Handicapped Symbol, min 32" door opening, 48" max door handle, min 36" path to fixtures, max 5 lbs. door force, 5x5' stall, grab bars, 17-19" toilet seat height. Sinks have clear space 30x48", max depth 19", max height 34", min 29" apron, min 17" knee depth, max 48" high soap/dryer, max 40" high mirror.</p>	<p>Accessible restroom available and marked with International Symbol of Accessibility; 32" door width; door requires less than 5 lbs. force to open; door handle 41" high and operable with closed fist; 100" wide path to fixtures; 5x5' clearance; grab bars installed; toilet seat 18" high. Sink clearance greater than 30x48"; 13" sink depth; 9" knee depth; 32" sink height; 29" sink apron; soap/dryer not reachable; mirror 45" high</p>	<p>Lower soap/dryer to be within 48" height of reach; lower mirror at least 5".</p>	<p>1</p>
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APPENDIX.PUBLIC FACILITY MODIFICATIONS

Facility: Pendleton Police Department

Item/Location	Standard	Existing Condition	Modification	Years
Parking	At least 1 accessible space per 25 standard spaces, and 1 van accessible space in all cases	2 accessible spaces, 2 van accessible; not closest to entryway (currently closest parking is reserved for employees); marked with International Symbol of Accessibility; 42' from entry	Ensure accessible spaces are closest to the entry.	1-2
On-street Parking	Accessible spaces closest to door; space for unloading	No on-street parking available.	No modifications necessary at this time.	
Accessible Entrance	Pathway from accessible space to entry free of obstructions, stairs, and min 48" wide	Pathway from accessible space to entry is free of obstructions and stairs, firm/sturdy, and 72" wide	No modifications necessary at this time.	
Clearance and Ramps (from accessible parking to entry)	8.3% max slope, tactile strip, 5x5' top landing, 4x4' bottom landing, and level, contiguous grade break	4.3% slope; 5x5' landing; perpendicular and contiguous grade break without tactile strip; necessary for access to building	Install tactile strip.	2-3
Entrance	Accessible entry available and marked, including on all inaccessible entries. Min door width 32", max threshold 0.5", usable with closed fist.	No accessible entry; door opening width 32", 18"+ pull side clearance, 0.75" threshold, 39" high door handle that is operable with a closed fist; door requires more than 5 lbs. of force to open; 0.5".	Decrease threshold; reduce door weight/resistance.	1-2
Access to Services (access to offices)	Access to all public spaces from accessible path of travel, directly accessible, and min path width of 36".	Directly accessible, with access to all public spaces, 36" wide path.	No modifications necessary at this time.	
Floors (lobby)	Flooring must be securely attached at the edges, with thresholds max 0.5", max 48" reach heights, max 7" riser height and 11" step depth.	Flooring securely attached at the edges; 0.25" thresholds; 49" height of reach to main counter assistance bell.	Ensure assistance bell is within 48" height of reach.	1
Floors (office lobby)	Flooring must be securely attached at the edges, with thresholds max 0.5", max 48" reach heights, max 7" riser height and 11" step depth.	Flooring securely attached at the edges; 0.25" thresholds.	No modifications necessary at this time.	

APPENDIX.PUBLIC FACILITY MODIFICATIONS

Floors (Court room)	Flooring must be securely attached at the edges, with thresholds max 0.5", max 48" reach heights, max 7" riser height and 11" step depth.	Flooring securely attached at the edges; 0.5" thresholds; 6" step riser for witness stand.	No modifications necessary at this time.	
Floors (rest-room lobby)	Flooring must be securely attached at the edges, with thresholds max 0.5", max 48" reach heights, max 7" riser height and 11" step depth.	Flooring securely attached at the edges; 0.5" thresholds.	No modifications necessary at this time.	
Doors (lobby to courtroom)	Max 5 lbs. force to open and 48" door handle, min 32" door opening, 18" wall space on pull side of door, and door handle operable with closed fist.	Requires less than 5 lbs. of force to open; door width 33"; 18"+ of wall clearance; door handle 34" high and operable with closed fist.	No modifications necessary at this time.	
Doors (from lobby to offices/exit door from offices)	Max 5 lbs. force to open and 48" door handle, min 32" door opening, 18" wall space on pull side of door, and door handle operable with closed fist.	Requires less than 5 lbs. of force to open; door width 33"; 18"+ of wall clearance; door handle 34" high and operable with closed fist.	No modifications necessary at this time.	
Doors (probation office)	Max 5 lbs. force to open and 48" door handle, min 32" door opening, 18" wall space on pull side of door, and door handle operable with closed fist.	Requires less than 5 lbs. of force to open; door width 29"; 18"+ of wall clearance; door handle 34" high and operable with closed fist.	Increase door width.	2-3
Doors (court to restroom lobby)	Max 5 lbs. force to open and 48" door handle, min 32" door opening, 18" wall space on pull side of door, and door handle operable with closed fist.	Requires less than 5 lbs. of force to open; door width 40"; 13" of wall clearance; door handle 35" high and operable with closed fist.	Increase pull-side wall clearance (switch opening direction).	2-3
Doors (court to offices)	Max 5 lbs. force to open and 48" door handle, min 32" door opening, 18" wall space on pull side of door, and door handle operable with closed fist.	Requires less than 5 lbs. of force to open; door width 30"; 18"+ of wall clearance; door handle 34" high and operable with closed fist.	Increase door width.	2-3

APPENDIX.PUBLIC FACILITY MODIFICATIONS

Doors (at-torney/ client area)	Max 5 lbs. force to open and 48” door handle, min 32” door opening, 18” wall space on pull side of door, and door handle operable with closed fist.	Requires less than 5 lbs. of force to open; door width 33”; 7” of wall clearance; door handle 39” high and operable with closed fist.	Increase pull-side wall clearance (switch opening direction).	2-3
Visual Characteristics	Contrasting background and lettering, non-script type-face, non-glare finish, with Braille	Sign finish is non-glare; letters and background do contrast and are not script; no braille lettering	Include braille for signage.	1-2
Seats, Tables, Counters (lob-by counter)	Space available for wheel-chair seating, counter and table height 28-34”, knee height min 27”	48” counter height.	Provide 28-34” high counter or alternative programmatic function.	2-3
Seats, Tables, Counters (court seating)	Space available for wheel-chair seating, counter and table height 28-34”, knee height min 27”	Spaces available for wheelchair seating but not designated; seating not fixed.	No modifications necessary at this time.	
Drinking Fountain	Clear space 30x48”, max sink depth 19”, max fountain height 36”, min 27” apron, min 8” knee depth, operable with closed fist.	Drinking fountain 40” high; 26” high fountain apron; operable with a closed fist; knee depth 10”.	Must replace drinking fountain to accomplish ADA compliance.	2-3
Restroom (East)	Accessible bathroom available and marked with International Handicapped Symbol, min 32” door opening, 48” max door handle, min 36” path to fixtures, max 5 lbs. door force, 5x5’ stall, grab bars, 17-19” toilet seat height. Sinks have clear space 30x48”, max depth 19”, max height 34”, min 29” apron, min 17” knee depth, max 48” high soap/dryer, max 40” high mirror.	Accessible restroom available and marked with International Symbol of Accessibility; 33” door width; door requires less than 5 lbs. force to open; door handle 34” high and operable with closed fist; 66” wide path to fixtures; 5x5’ clearance; grab bars installed; toilet seat 18” high. Sink clearance greater than 30x48”; 12” sink depth; 10” knee depth; 32” sink height; 30” sink apron; soap/dryer reachable; mirror 43” high	Lower mirror at least 3”.	1

<p>Restroom (East)</p>	<p>Accessible bathroom available and marked with International Handicapped Symbol, min 32" door opening, 48" max door handle, min 36" path to fixtures, max 5 lbs. door force, 5x5' stall, grab bars, 17-19" toilet seat height. Sinks have clear space 30x48", max depth 19", max height 34", min 29" apron, min 17" knee depth, max 48" high soap/dryer, max 40" high mirror.</p>	<p>Accessible restroom available and marked with International Symbol of Accessibility; 33" door width; door requires less than 5 lbs. force to open; door handle 34" high and operable with closed fist; 66" wide path to fixtures; 5x5' clearance; grab bars installed; toilet seat 18" high. Sink clearance greater than 30x48"; 12" sink depth; 10" knee depth; 32" sink height; 30" sink apron; soap/dryer reachable; mirror 43" high</p>	<p>Lower mirror at least 3".</p>	<p>1</p>
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APPENDIX.PUBLIC FACILITY MODIFICATIONS

Facility: Fire Department

Item/Location	Standard	Existing Condition	Modification	Years
Parking	At least 1 accessible space per 25 standard spaces, and 1 van accessible space in all cases	No main lot parking available.	Provide/mark at least 1 van accessible space closest to the entrance.	1-2
On-street Parking	Accessible spaces closest to door; space for unloading	No on-street parking available.	No modifications necessary at this time.	
Accessible Entrance	Pathway from accessible space to entry free of obstructions, stairs, and min 48" wide	Pathway to entry is free of obstructions and stairs, firm/sturdy, and 75" wide.	No modifications necessary at this time.	
Entrance (nearest garage bays)	Accessible entry available and marked, including on all inaccessible entries. Min door width 32", max threshold 0.5", usable with closed fist.	No accessible entry; door opening width 33", 42" pull side clearance, 1" threshold, 38" high door handle that is operable with a closed fist; door requires more than 5 lbs. of force to open; 45" height of reach for buzzer to be let in.	Decrease threshold; reduce door weight/resistance.	1-2
Access to Services (1 st floor hallway to restrooms)	Access to all public spaces from accessible path of travel, directly accessible, and min path width of 36".	Directly accessible, with access to all public spaces, 56" wide path.	No modifications necessary at this time.	
Access to Services (meeting room hallway)	Access to all public spaces from accessible path of travel, directly accessible, and min path width of 36".	Directly accessible, with access to all public spaces, 52" wide path.	No modifications necessary at this time.	
Access to Services (2 nd floor hallway to conference room)	Access to all public spaces from accessible path of travel, directly accessible, and min path width of 36".	Not directly accessible, 54" wide path.	Provide elevator/lift option for 2 nd floor access.	3-5
Access to Services (2 nd floor hallway)	Access to all public spaces from accessible path of travel, directly accessible, and min path width of 36".	Not directly accessible, 55" wide path.	Provide elevator/lift option for 2 nd floor access.	3-5
Floors (bays)	Flooring must be securely attached at the edges, with thresholds max 0.5", max 48" reach heights, max 7" riser height and 11" step depth.	Flooring securely attached at the edges; 7" step risers; 5" handrail perimeter; 0.25" thresholds.	No modifications necessary at this time.	

Floors (2 nd floor hallway)	Flooring must be securely attached at the edges, with thresholds max 0.5", max 48" reach heights, max 7" riser height and 11" step depth.	Flooring securely attached at the edges; 0.25" thresholds.	No modifications necessary at this time.	
Floors (1 st floor hallway)	Flooring must be securely attached at the edges, with thresholds max 0.5", max 48" reach heights, max 7" riser height and 11" step depth.	Flooring securely attached at the edges; 7" step risers; 5" handrail perimeter.	No modifications necessary at this time.	
Doors (1 st floor to hallway from garage)	Max 5 lbs. force to open and 48" door handle, min 32" door opening, 18" wall space on pull side of door, and door handle operable with closed fist.	Requires more than 5 lbs. of force to open; door width 33"; 33" of wall clearance; door handle 37" high and operable with closed fist.	Reduce weight/resistance.	1
Doors (2 nd floor to hallway from stairs in garage)	Max 5 lbs. force to open and 48" door handle, min 32" door opening, 18" wall space on pull side of door, and door handle operable with closed fist.	Requires more than 5 lbs. of force to open; door width 33"; 25" of wall clearance; door handle 36" high and operable with closed fist.	Reduce weight/resistance.	1
Doors (2 nd floor conference room)	Max 5 lbs. force to open and 48" door handle, min 32" door opening, 18" wall space on pull side of door, and door handle operable with closed fist.	Requires more than 5 lbs. of force to open; door width 33"; 10" of wall clearance; door handle 40" high and operable with closed fist.	Reduce weight/resistance; increase pull-side wall clearance (switch opening direction).	1-2
Doors (office doors)	Max 5 lbs. force to open and 48" door handle, min 32" door opening, 18" wall space on pull side of door, and door handle operable with closed fist.	Requires more than 5 lbs. of force to open; door width 33"; 12" of wall clearance; door handle 38" high and operable with closed fist.	Reduce weight/resistance; increase pull-side wall clearance (switch opening directions).	1-2
Doors (to rest-room area)	Max 5 lbs. force to open and 48" door handle, min 32" door opening, 18" wall space on pull side of door, and door handle operable with closed fist.	Requires more than 5 lbs. of force to open; door width 33"; 11" of wall clearance; door handle 37" high and operable with closed fist.	Reduce weight/resistance; increase pull-side wall clearance (switch opening direction).	1-2

APPENDIX.PUBLIC FACILITY MODIFICATIONS

Doors (2 nd floor conference room 2 nd entry)	Max 5 lbs. force to open and 48” door handle, min 32” door opening, 18” wall space on pull side of door, and door handle operable with closed fist.	Requires more than 5 lbs. of force to open; door width 33”; 20” of wall clearance; door handle 40” high and operable with closed fist.	Reduce weight/resistance.	1
Doors (1 st floor conference room)	Max 5 lbs. force to open and 48” door handle, min 32” door opening, 18” wall space on pull side of door, and door handle operable with closed fist.	Requires less than 5 lbs. of force to open; door width 33”; 18”+ of wall clearance; door handle 40” high and operable with closed fist.	No modifications necessary at this time.	
Seats, Tables, Counters (1 st floor meeting room table)	Space available for wheelchair seating, counter and table height 28-34”, knee height min 27”	Spaces available for wheelchair seating but not designated; 30” table height; 27” knee height.	Provide at least 1 handicap designated wheelchair seating space.	1
Seats, Tables, Counters (2 nd floor conference tables)	Space available for wheelchair seating, counter and table height 28-34”, knee height min 27”	Spaces available for wheelchair seating but not designated; 30” table height; 28” knee height; 19” knee depth	No modifications necessary at this time.	
Drinking Fountain	Clear space 30x48”, max sink depth 19”, max fountain height 36”, min 27” apron, min 8” knee depth, operable with closed fist.	Drinking fountain 32” high; 27” high fountain apron; operable with a closed fist; knee depth 8”	No modifications necessary at this time.	
Restroom (Men’s)	Accessible bathroom available and marked with International Handicapped Symbol, min 32” door opening, 48” max door handle, min 36” path to fixtures, max 5 lbs. door force, 5x5’ stall, grab bars, 17-19” toilet seat height. Sinks have clear space 30x48”, max depth 19”, max height 34”, min 29” apron, min 17” knee depth, max 48” high soap/dryer, max 40” high mirror.	Accessible restroom available but not marked with International Symbol of Accessibility; 33” door width; door requires more than 5 lbs. force to open; door handle 40” high and operable with closed fist; 92” wide path to fixtures; 5x5’ clearance; grab bars installed; toilet seat 19” high. Sink clearance greater than 30x48”; 13” sink depth; 9” knee depth; 34” sink height; 32” sink apron; soap/dryer reachable; mirror 43” high	Reduce door weight/resistance; lower mirror at least 3”.	1

<p>Restroom (Women's)</p>	<p>Accessible bathroom available and marked with International Handicapped Symbol, min 32" door opening, 48" max door handle, min 36" path to fixtures, max 5 lbs. door force, 5x5' stall, grab bars, 17-19" toilet seat height. Sinks have clear space 30x48", max depth 19", max height 34", min 29" apron, min 17" knee depth, max 48" high soap/dryer, max 40" high mirror.</p>	<p>Accessible restroom available but not marked with International Symbol of Accessibility; 33" door width; door requires more than 5 lbs. force to open; door handle 39" high and operable with closed fist; 92" wide path to fixtures; 5x5' clearance; grab bars installed; toilet seat 19" high. Sink clearance greater than 30x48"; 12" sink depth; 9" knee depth; 34" sink height; 32" sink apron; soap/dryer reachable; mirror 43" high</p>	<p>Reduce door weight/resistance; lower mirror at least 3".</p>	<p>1</p>
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Facility: Falls Park - Playground Area

Item/Location	Standard	Existing Condition	Modification	Years
Parking	At least 1 accessible space per 25 standard spaces and 1 van accessible space in all cases.	3 accessible spaces; 2 van accessible spaces; accessible spaces closest to entry and marked with International Handicapped Symbol; no pull-up space; accessible aisles marked.	No modifications necessary at this time.	
On-street Parking	Accessible spaces closest to door; space for unloading.	No on street parking or spaces for unloading.	No modifications necessary at this time.	
Accessible Entrance	Pathway from accessible space to entry free of obstructions, stairs, and min 48" wide.	Pathway from accessible space to entry free of obstructions and greater than 48" wide.	No modifications necessary at this time.	
Clearance and Ramps	8.3% max slope, tactile strip, 5x5' top landing, 4x4' bottom landing, and level, contiguous grade break.	Small shelter house ramp has a slope that is too large; no tactile strip; 5X5' landing; 4x4' bottom landing; and level contiguous grade break. Ramp at gazebo has an appropriate slope; no tactile strip; 5x5' landing; 4x4' bottom landing; and level contiguous grade break.	Decrease ramp slope at small shelter house.	3-5
Entrance	Accessible entry available and marked, including on all inaccessible entries. Min door width 32", max threshold 0.5", usable with closed fist.	No entry doors at this location.	No modifications necessary at this time.	
Access to Services	Access to all public spaces from accessible path of travel, directly accessible, and min path width of 36".	Access to public paces from accessible route of travel, directly accessible with 40" path width.	No modifications necessary at this time.	

Floors	Flooring must be securely attached at the edges, with thresholds max 0.5"; max 48" reach heights, max 7" riser height and 11" step depth.	Large shelter house has 60" reach; 0.5" threshold.	Lower reach in large shelter to 48".	1
Doors	Max 5 lbs. force to open and 48" door handle, min 32" door opening, 18" wall space on pull-side of door, and door handle operable with closed fist.	Doors to restrooms listed under 'restrooms' section. There are no other public doors at this location.	No modifications necessary at this time.	
Visual Characteristics	Contrasting background and lettering, non-script typeface, non-glare finish, with Braille.	There are no signs at the restrooms.	Include braille for signage at restrooms.	1
Seats, Tables, Counters	Space available for wheelchair seating, counter and table height 28-34", knee height min 27".	No fixed seating in any of the shelter houses.	No modifications necessary at this time.	
Drinking Fountain	Clear space 30x48", max sink depth 19", max fountain height 36", min 27" apron, and min 8" knee depth, operable with closed fist.	Clear space in front of drinking fountain at restrooms; 3" sink depth; 34" high sink rim; 31" high apron; 3" knee depth; operable with a closed fist. Clear space in front of drinking fountain at playground; 3" sink depth; 30" high sink rim; 28" high apron; 4" knee depth; operable with a closed fist.	Increase knee depth by 5". Increase apron height by 1"; increase knee depth by 4". Alternately, replace one water fountain with an ADA accessible fountain.	3-5

APPENDIX.PUBLIC FACILITY MODIFICATIONS

Restrooms	<p>Accessible bathroom available and marked with International Handicapped Symbol, min 32" door opening, 48" max door handle, min 36" path to fixtures, max 5 lbs. door force, 5x5' stall, grab bars, 17-19" toilet seat height. Sinks have clear space 30x48", max depth 19", max height 34", min 29" apron, min 17" knee depth, max 48" high soap/dryer, max 40" high mirror.</p>	<p>Accessible restroom only available for women; restroom not marked with the International Handicapped Symbol; 33" door opening; 40" high door handle that is not operable with a closed fist but door is open during operating hours; wheelchair maneuvering space in entry; only 35" path to fixtures in women's restroom.</p> <p>No clear floor space in front of sink in men's restroom; 16" depth of sink; high of sink rim 36"; 32" apron height; sink is not operable with closed fist in men's restroom; 8" knee depth; soap/dryer reach usable; no mirror.</p> <p>Stalls are not operable with a closed fist; no 5x5' stall clearance; no grab bars installed; 20" height of toilet seat.</p>	<p>Make handicap restroom available to men; include bathroom signage that includes International Handicapped Symbol; increase path to fixtures in women's restroom by 1".</p> <p>Decrease height of sink rim by 2"; replace sink handles in men's restroom with those operable with closed fist; increase knee depth by 9".</p> <p>Replace stall door handles with those operable with a closed fist; increase stall clearance to 5x5'; install grab bars; lower toilet seats by 1".</p> <p>Alternatively, build new restroom facility closer to accessible parking.</p>	3-5
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Facility: Falls Park - Community Building and Open Space Area

Item/Location	Standard	Existing Condition	Modification	Years
Parking	At least 1 accessible space per 25 standard spaces and 1 van accessible space in all cases.	There is at least 1 accessible space per 25 spaces. Van accessible spaces are available.	No modifications are necessary at this time.	
On-street Parking	Accessible spaces closest to door; space for unloading	There is no on street parking on this site. There is space for unloading by the front door.	No modifications are necessary at this time.	
Accessible Entrance	Pathway from accessible space to entry free of obstructions, stairs, and min 48" wide	Pathway from accessible space to entry is free of obstructions, stairs; pathway is 74" wide.	No modifications are necessary at this time.	
Clearance and Ramps	8.3% max slope, tactile strip, 5x5' top landing, 4x4' bottom landing, and level, contiguous grade break	Slope is 11.40%; no tactile strip; top landing is not 5x5'; there is a 4x4' bottom landing and level, contiguous grade break.	Replace concrete slope adjacent to front door to meet ADA requirements.	3-5
Ramp Rails	Ramps longer than 6' have rails on both sides 34-38" high; path between rails at least 48" wide; handrail 4-6" perimeter; ramps must be non-slip	Ramp is no longer than 6' so hand-rail is not required.	No modifications are necessary at this time.	
Entrance	Accessible entry available and marked, including on all inaccessible entries. Min door width 32", max threshold 0.5", usable with closed fist.	No accessible entry available. Door width 35"; threshold 0.5"; door operable with a closed fist. Interior entry door width is 35" wide but door is not operable with a closed fist.	Replace interior door knob with one that is operable with a closed fist.	1
Access to Services	Access to all public spaces from accessible path of travel, directly accessible, and min path width of 36".	Direct access to all public spaces; route of travel is at least 36" wide.	No modifications necessary at this time.	
Floors	Flooring must be securely attached at the edges, with thresholds max 0.5"; max 48" reach heights, max 7" riser height and 11" step depth.	Flooring is securely attached at edges and thresholds are 0.5" or less; reach heights in kitchen are over 51".	Reduce reach heights in kitchen to 48".	2-3

APPENDIX.PUBLIC FACILITY MODIFICATIONS

Doors	Max 5 lbs. force to open and 48” door handle, min 32” door opening, 18” wall space on pull-side of door, and door handle operable with closed fist.	Doors to kitchen has 36” door opening; 0” wall space on pull-side of door; door handle not operable with a closed fist; Door to admin assistant has 35” door opening; 7” wall space on pull-side of door; door handle not operable with closed fist. Door to superintendent office has 31” door opening; 18” wall space on pull-side of door; door handle not operable with closed fist.	Replace interior door handles to ones operable with a closed fist.	1
Visual Characteristics	Contrasting background and lettering, non-script typeface, non-glare finish, with Braille	There are no signs at this location.	No modifications necessary at this time.	
Seats, Tables, Counters	Space available for wheelchair seating, counter and table height 28-34”, knee height min 27”	Kitchen counter has space available for wheelchair seating; counter height is 36”; knee height is 34”; knee depth is 3.” Window counter for kitchen is 42” high; knee height is 41”; knee depth is 2.”	The counter height should be lowered to be 28-34” high.	3-5
Drinking Fountain	Clear space 30x48”, max sink depth 19”, max fountain height 36”, min 27” apron, and min 8” knee depth, operable with closed fist.	No drinking fountain at this facility.	No modifications necessary at this time.	

<p>Restrooms</p>	<p>Accessible bathroom available and marked with International Handicapped Symbol, min 32” door opening, 48” max door handle, min 36” path to fixtures, max 5 lbs. door force, 5x5’ stall, grab bars, 17-19” toilet seat height. Sinks have clear space 30x48”, max depth 19”, max height 34”, min 29” apron, min 17” knee depth, max 48” high soap/dryer, max 40” high mirror.</p>	<p>Community Building: An accessible restroom is not available in the Community Building; restrooms are not marked with signage; door openings are only 30” wide; door handle height is 36”; door force is less than 5 lbs; path to fixtures is only 28”.</p> <p>Lavatory in both the men’s and women’s restrooms do not have clear space; 12” sink depth; sink height 31”; 30” sink apron; 18” knee depth, max 48” high soap/dryer; mirror in women’s restroom is 50” high.</p> <p>Stalls are not operable with a closed fist; 5x5 stall clearance is not available; grab bars are available; toilet seat height is appropriate at 18”.</p> <p>Lion’s Club Restroom Pavilion: Slope to access restrooms is 11% for the men’s and 15” for the women’s; there is no 5x5’ landing or 4x4’ clear space; An accessible restroom is not available in the Lion’s Club Restroom Pavilion. No ADA signage is available; door opening is 28” wide; 38” path to fixtures; door weight less than 5 lbs.;</p> <p>Clear space in front of lavatory is not 30x48”; sink depth is 15”; sink height is 31”; sink apron is 29” high; knee depth is 9”; faucet not operable with closed fist; no mirrors in either restroom.</p> <p>Grab bars not installed around toilet; toilet seat is 18”;</p>	<p>Restrooms at the community building should be remodeled into one unisex restroom that is ADA accessible.</p> <p>The Park Board should consider removing the Lion’s Club restrooms and Red Diamond restrooms and constructing a new restroom facility.</p>	<p>3-5</p>
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Facility: Falls Park - Conservation Building

Item/Location	Standard	Existing Condition	Modification	Years
Parking	At least 1 accessible space per 25 standard spaces and 1 van accessible space in all cases.	4 accessible spaces, 4 van accessible; closest to entryway; marked with International Symbol of Accessibility;	No modifications necessary at this time.	
On-street Parking	Accessible spaces closest to door; space for unloading	No on street parking available.	No modifications necessary at this time.	
Accessible Entrance	Pathway from accessible space to entry free of obstructions, stairs, and min 48" wide	Pathway from accessible space to entry is free of obstructions and stairs, firm/sturdy, but only 39" wide	Increase width of path to 48".	3-5
Clearance and Ramps	8.3% max slope, tactile strip, 5x5' top landing, 4x4' bottom landing, and level, contiguous grade break	6.3% slope; 5x5' landing; perpendicular and contiguous grade break without tactile strip; necessary for access to building	No modifications necessary at this time.	
Ramp Rails	Ramps longer than 6' have rails on both sides 34-38" high; path between rails at least 48" wide; handrail 4-6" perimeter; ramps must be non-slip	Rails on both sides, 34" high; path 39" wide; non-slip; less than 4" handrail perimeter	Increase handrail perimeter to 4-6".	1-2
Entrance	Accessible entry available and marked, including on all inaccessible entries. Min door width 32", max threshold 0.5", usable with closed fist.	Accessible entry not marked; door opening width 33", 40" pull-side clearance, 0.75" threshold, 26" high door handle that is not operable with a closed fist; door requires less than 5 lbs. of force to open; 0.25" door-mat.	Mark door as accessible; replace door handle with one operable with a closed fist.	1-2
Access to Services	Access to all public spaces from accessible path of travel, directly accessible, and min path width of 36".	Directly accessible with access to all public spaces, 36" wide path.	No modifications necessary at this time.	
Floors	Flooring must be securely attached at the edges, with thresholds max 0.5"; max 48" reach heights, max 7" riser height and 11" step depth.	Flooring securely attached at edges, threshold at 0.75"; 60" reach heights; no steps.	Lower flooring threshold to 0.25-0.5". Lower reach heights to 48" (including defibrillator and paper towel holder).	1-2

Doors	Max 5 lbs. force to open and 48” door handle, min 32” door opening, 18” wall space on pull-side of door, and door handle operable with closed fist.	<p>Door requires more than 5 lbs. of force to open; 31” high door handle; 33” door opening; 43” wall space on pull-side door; handle not operable with closed fist.</p> <p>Door requires less than 5 lbs. of force to open; 36” high door handle; 32” door opening; 4” of wall space on pull-side door; handle not operable with closed fist.</p>	<p>Modify doors to open with less than 5 lbs. of force; replace door handle with one operable with a closed fist.</p> <p>Increase pull-side door clearance; replace handle with one operable with closed fist.</p>	1
Visual Characteristics	Contrasting background and lettering, non-script type-face, non-glare finish, with Braille	Sign finish has no glare; letters and background contrast and are not script; no braille lettering.	Include braille for signage.	1-2
Seats, Tables, Counters	Space available for wheelchair seating, counter and table height 28-34”, knee height min 27”	No fixed seating; 36” counter height; 35” knee height; 35” knee width; 19” knee depth	Lower counter to 34” or consider programmatic modification.	2-3
Drinking Fountain	Clear space 30x48”, max sink depth 19”, max fountain height 36”, min 27” apron, and min 8” knee depth, operable with closed fist.	No drinking fountain available.	No modifications necessary at this time.	
Restrooms	Accessible bathroom available and marked with International Handicapped Symbol, min 32” door opening, 48” max door handle, min 36” path to fixtures, max 5 lbs. door force, 5x5’ stall, grab bars, 17-19” toilet seat height. Sinks have clear space 30x48”, max depth 19”, max height 34”, min 29” apron, min 17” knee depth, max 48” high soap/dryer, max 40” high mirror.	<p>Accessible restroom available but not marked with International Symbol of Accessibility; 34” door opening; 34” high door handle but not operable with a closed fist; 36” path to fixtures; door force less than 5 lbs.</p> <p>Stalls operable with closed fist; 5x5’ stall clearance; grab bars installed; 18” height of toilet seat.</p> <p>Lavatories have 30x48” clear space; 16” depth of sink; 34” sink rim; 30” to bottom of apron; operable with closed fist; 10” knee depth; soap/dryer reach is not usable in men’s restroom; height of mirror 40”.</p>	<p>Modify restroom signage to include the International Symbol of Accessibility; replace door handle with one operable with a closed fist; increase lavatory knee depth to 17”; lower soap/dryer dispenser to usable height in men’s restroom.</p>	1-2

Facility: Falls Park - Brown Memorial Pool

Item/Location	Standard	Existing Condition	Modification	Years
Parking	At least 1 accessible space per 25 standard spaces and 1 van accessible space in all cases.	4 accessible spaces, 4 van accessible; closest to entryway; marked with International Symbol of Accessibility; approximately 100' from entry; No pull up space; accessible aisles marked.	No modifications necessary at this time.	
On-street Parking	Accessible spaces closest to door; space for unloading	No on street parking available.	No modifications necessary at this time.	
Accessible Entrance	Pathway from accessible space to entry free of obstructions, stairs, and min 48" wide	Pathway from accessible space to entry is free of obstructions and stairs, firm/sturdy, and 86" wide	No modifications necessary at this time.	
Clearance and Ramps	8.3% max slope, tactile strip, 5x5' top landing, 4x4' bottom landing, and level, contiguous grade break	The pool ramp has a 5' landing with a bottom grade break; 8% slope.	No modifications necessary at this time.	
Ramp Rails	Ramps longer than 6' have rails on both sides 34-38" high; path between rails at least 48" wide; handrail 4-6" perimeter; ramps must be non-slip	Rail to park entrance on both sides, 43" high; path 34" wide; non-slip; 22" handrail perimeter. Rail to pool ramp only on one side; 42" high rail.	Remove rails or lower to 38" high; increase path between rails to 48" wide; reduce handrail perimeter to 6". Add second rail to pool ramp; lower rail 4";	1-2
Entrance	Accessible entry available and marked, including on all inaccessible entries. Min door width 32", max threshold 0.5", usable with closed fist.	Entrance to facilities is listed under restrooms.	No modifications necessary at this time.	
Access to Services	Access to all public spaces from accessible path of travel, directly accessible, and min path width of 36".	Directly accessible with access to all public spaces, 36" wide path, except for shower in restrooms which is only 31" wide.	Create a handicap accessible shower in women's restroom.	3-5

Floors	Flooring must be securely attached at the edges, with thresholds max 0.5"; max 48" reach heights, max 7" riser height and 11" step depth.	Securely attached at edges with thresholds at 0.5'; 53" reach heights; no steps.	Lower reach heights to 48".	1-2
Doors	Max 5 lbs. force to open and 48" door handle, min 32" door opening, 18" wall space on pull-side of door, and door handle operable with closed fist.	Doors to pool deck require less than 5 lbs. of force to open; door width 41"; 0" of wall clearance; door handle 42" high and operable with closed fist. Gate to kiddie pool 33" door opening clearance; 18" clear wall space; opens with less than 5 lbs. force; 36" high handle; not operable with a closed fist.	Since there is no wall clearance, make a programmatic change and keep door to pool deck open during operating hours. Replace handle of kiddie pool gate to be operable with a closed fist.	1
Visual Characteristics	Contrasting background and lettering, non-script typeface, non-glare finish, with Braille	Restrooms do not have ADA signage.	Include ADA signage at both restrooms.	1-2
Seats, Tables, Counters	Space available for wheelchair seating, counter and table height 28-34", knee height min 27"	Counter at pool entrance has a 42" counter height; 36" knee height; 30" knee width; 2" knee depth. Counter at concession stand has 42" counter height; 36" knee height; 30" knee width; 2" knee depth.	Replace entrance and concession stand counters to meet minimums or consider programmatic change.	1-2
Drinking Fountain	Clear space 30x48", max sink depth 19", max fountain height 36", min 27" apron, and min 8" knee depth, operable with closed fist.	30x48" clear space; 5" sink depth; 41" sink rim height; 39" apron height; 4" knee depth; operable with a closed fist;	Lower sink rim height 5" and increase knee depth 4" or consider replacing fountain with one that meets ADA requirements.	3-5

APPENDIX.PUBLIC FACILITY MODIFICATIONS

<p>Restrooms</p>	<p>Accessible bathroom available and marked with International Handicapped Symbol, min 32" door opening, 48" max door handle, min 36" path to fixtures, max 5 lbs. door force, 5x5' stall, grab bars, 17-19" toilet seat height. Sinks have clear space 30x48", max depth 19", max height 34", min 29" apron, min 17" knee depth, max 48" high soap/dryer, max 40" high mirror.</p>	<p>Accessible restroom available but not marked with International Handicapped Symbol; 40" door opening; 42" high door handle that is operable with a closed fist; 37" pathway to fixtures; men's restroom door force greater than 5 lbs.</p> <p>Lavatory clear floor space 30x48"; 20" sink depth; 35" sink rim height; 33" apron height; 12" knee depth; operable with closed fist; soap/dryer reach usable; 43" mirror height in women's restroom.</p> <p>Stalls are not operable with closed fist; 5x5' stall clearance; no grab bars installed in women's restroom; 21" toilet seat height.</p>	<p>Mark restrooms with International Handicapped Symbol; Decrease men's restroom door force to less than 5 lbs.</p> <p>Decrease sink depth by 1"; lower sink rim by 1"; increase knee depth by 5"; lower mirror by 3" in women's restroom.</p> <p>Replace stall handles to be operable with closed fist; install grab bars in women's restroom; lower toilet seats by 2".</p>
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Facility: Falls Park - Sports Complex: Baseball and Softball Fields

Item/Location	Standard	Existing Condition	Modification	Years
Parking	At least 1 accessible space per 25 standard spaces and 1 van accessible space in all cases.	At least 1 accessible space per 25 standard spaces and 1 van accessible space.	No modifications necessary at this time.	
On-street Parking	Accessible spaces closest to door; space for unloading.	No on-street parking available.	No modifications necessary at this time.	
Accessible Entrance	Pathway from accessible space to entry free of obstructions, stairs, and min 48" wide.	Pathway from accessible space to entry is free of obstructions and stairs; pathway is approximately 120" wide. Pathway from accessible parking to T-ball and Pony Fields is not accessible.	Add an accessible pathway from accessible parking to the T-ball and Pony Fields.	2-3
Clearance and Ramps	8.3% max slope, tactile strip, 5x5' top landing, 4x4' bottom landing, and level, contiguous grade break.	Slope at Field 2 falls within appropriate range, 5x5' top landing, 4x4' bottom landing, and level, contiguous grade break.	No modifications necessary at this time.	
Ramp Rails	Ramps longer than 6' have rails on both sides 34-38" high; path between rails at least 48" wide; handrail 4-6" perimeter; ramps must be non-slip.	Ramps at Field 2 have rails on both sides between 34-38" high; path between rails at least 48" wide; handrail 4-6" perimeter; ramps are non-slip.	No modifications necessary at this time.	
Entrance	Accessible entry available and marked, including on all inaccessible entries. Min door width 32", max threshold 0.5", usable with closed fist.	There are no formal entry doors at this location.	No modifications necessary at this time.	
Access to Services	Access to all public spaces from accessible path of travel, directly accessible, and min path width of 36".	Most services are directly accessible, however, there is no accessible pathway from T-ball and Pony Fields to the concession stand and restroom area.	Add accessible pathway from T-ball and Pony Fields to concession stand and restroom area.	2-3

APPENDIX.PUBLIC FACILITY MODIFICATIONS

Floors	Flooring must be securely attached at the edges, with thresholds max 0.5"; max 48" reach heights, max 7" riser height and 11" step depth.	No flooring at this facility.	No modifications necessary at this time.	
Doors	Max 5 lbs. force to open and 48" door handle, min 32" door opening, 18" wall space on pull-side of door, and door handle operable with closed fist.	Door takes more than 5 lbs. of force to open; 37" door handle height; door opening 33"; 36" wall space on pull-side of door; door handle operable with closed fist.	No modifications necessary at this time.	
Visual Characteristics	Contrasting background and lettering, non-script typeface, non-glare finish, with Braille.	No signage at this facility.	No modifications necessary at this time.	
Seats, Tables, Counters	Space available for wheelchair seating, counter and table height 28-34", knee height min 27".	42" width of aisles; spaces available for wheelchair seating but not designated; 29" table height; 28" knee height; 19" knee depth.	No modifications necessary at this time.	
Drinking Fountain	Clear space 30x48", max sink depth 19", max fountain height 36", min 27" apron, and min 8" knee depth, operable with closed fist.	Drinking fountain 33" high; 28" high fountain apron; operable with a closed fist; knee depth 9"; does not operate.	Raise fountain 1".	3-5
Restrooms	Accessible bathroom available and marked with International Handicapped Symbol, min 32" door opening, 48" max door handle, min 36" path to fixtures, max 5 lbs. door force, 5x5' stall, grab bars, 17-19" toilet seat height. Sinks have clear space 30x48", max depth 19", max height 34", min 29" apron, min 17" knee depth, max 48" high soap/dryer, max 40" high mirror.	Accessible restroom available and marked with International Symbol of Accessibility; 35" door width; door requires less than 5 lbs. force to open; door handle 40" high and operable with closed fist; 63" wide path to fixtures; 5x5' clearance; grab bars installed; toilet seat 18" high. Sink clearance greater than 30x48"; 14" sink depth; 17" knee depth; 33" sink height; 31" sink apron; soap/dryer reachable; mirror 40" high.	No modifications necessary at this time.	

Facility: Falls Park - Sports Complex: Football Fields

Item/Location	Standard	Existing Condition	Modification	
Parking	At least 1 accessible space per 25 standard spaces and 1 van accessible space in all cases.	13 accessible spaces, 8 van accessible; closest to entryway; marked with International Symbol of Accessibility.	No modifications necessary at this time.	
On-street Parking	Accessible spaces closest to door; space for unloading	No on-street parking available.	No modifications necessary at this time.	
Accessible Entrance	Pathway from accessible space to entry free of obstructions, stairs, and min 48" wide	Pathway from accessible parking space to entry is free of obstructions, stairs, and is a minimum of 48" wide.	No modifications necessary at this time.	
Clearance and Ramps	8.3% max slope, tactile strip, 5x5' top landing, 4x4' bottom landing, and level, contiguous grade break	There are no ramps at this facility.	No modifications necessary at this time.	
Ramp Rails	Ramps longer than 6' have rails on both sides 34-38" high; path between rails at least 48" wide; handrail 4-6" perimeter; ramps must be non-slip	There are no ramp rails at this facility.	No modifications necessary at this time.	
Entrance	Accessible entry available and marked, including on all inaccessible entries. Min door width 32", max threshold 0.5", usable with closed fist.	Accessible entry to the facility is marked and has enough clearance.	No modifications are necessary at this time.	
Access to Services	Access to all public spaces from accessible path of travel, directly accessible, and min path width of 36".	All public spaces are directly accessible.	No modifications are necessary at this time.	
Floors	Flooring must be securely attached at the edges, with thresholds max 0.5"; max 48" reach heights, max 7" riser height and 11" step depth.	Flooring consists of concrete and asphalt. Thresholds are less than 0.5."	No modifications are necessary at this time.	

APPENDIX.PUBLIC FACILITY MODIFICATIONS

Doors	Max 5 lbs. force to open and 48” door handle, min 32” door opening, 18” wall space on pull-side of door, and door handle operable with closed fist.	The only doors with public access are at the restroom facility. The data for those doors can be found under the restrooms section.	No modifications necessary at this time.	
Visual Characteristics	Contrasting background and lettering, non-script type-face, non-glare finish, with Braille	The only signage available is at the restroom facilities. The data for these doors can be found under the restrooms section.	No modifications necessary at this time.	
Seats, Tables, Counters	Space available for wheelchair seating, counter and table height 28-34”, knee height min 27”	No fixed seating; 44” counter height; 43” knee height; 30” knee width; 3” knee depth	Counter is too high and knee depth is too small; Replace or consider programmatic change.	1-2
Drinking Fountain	Clear space 30x48”, max sink depth 19”, max fountain height 36”, min 27” apron, and min 8” knee depth, operable with closed fist.	30x48” clear space available; Drinking fountain 32” high; 26” high fountain apron; operable with a closed fist; knee depth 17”.	Raise fountain 1”.	3-5
Restrooms	Accessible bathroom available and marked with International Handicapped Symbol, min 32” door opening, 48” max door handle, min 36” path to fixtures, max 5 lbs. door force, 5x5’ stall, grab bars, 17-19” toilet seat height. Sinks have clear space 30x48”, max depth 19”, max height 34”, min 29” apron, min 17” knee depth, max 48” high soap/dryer, max 40” high mirror.	Accessible restroom available and marked with International Symbol of Accessibility; 33” door width; door requires less than 5 lbs. force to open; door handle 38: high and operable with a closed fist; 72” wide path to fixtures; stalls are not operable with a closed fist; stall clearance is 5x5; grab bars installed; height of toilet 19”; 30x48” clear floor space by sink; 16” sink depth; 32” sink rim height; 28” apron; 9” knee depth; sink operable with a closed fist; soap/dryer reach usable; mirror 40” high.	Stalls are not operable with a closed fist. Knee depth at sinks is only 9” and should be modified to meet 17” minimum.	2-3

Facility: Falls Park - North 40

Item/Location	Standard	Existing Condition	Modification	Years
Parking	At least 1 accessible space per 25 standard spaces and 1 van accessible space in all cases.	2 accessible spaces, 2 van accessible; closest to entryway; marked with International Symbol of Accessibility; Pull-up space available.	No modifications necessary at this time.	
On-street Parking	Accessible spaces closest to door; space for unloading.	No on-street parking available.	No modifications necessary at this time.	
Accessible Entrance	Pathway from accessible space to entry free of obstructions, stairs, and min 48" wide.	Pathway from accessible space to entry is free of obstructions and stairs, firm/sturdy, and 55" wide.	No modifications necessary at this time.	
Clearance and Ramps	8.3% max slope, tactile strip, 5x5' top landing, 4x4' bottom landing, and level, contiguous grade break.	There are no ramps at this facility.	No modifications necessary at this time.	
Ramp Rails	Ramps longer than 6' have rails on both sides 34-38" high; path between rails at least 48" wide; handrail 4-6" perimeter; ramps must be non-slip.	There are no ramps at this facility.	No modifications necessary at this time.	
Entrance	Accessible entry available and marked, including on all inaccessible entries. Min door width 32", max threshold 0.5", usable with closed fist.	Accessible entry to the park is marked and has enough clearance.	No modifications necessary at this time.	
Access to Services	Access to all public spaces from accessible path of travel, directly accessible, and min path width of 36".	Directly accessible, with access to all public spaces.	No modifications necessary at this time.	
Floors	Flooring must be securely attached at the edges, with thresholds max 0.5"; max 48" reach heights, max 7" riser height and 11" step depth.	Packed gravel flooring.	No modifications necessary at this time.	

APPENDIX.PUBLIC FACILITY MODIFICATIONS

Doors	Max 5 lbs. force to open and 48” door handle, min 32” door opening, 18” wall space on pull-side of door, and door handle operable with closed fist.	The only doors with public access are at the restroom facility. The data for these doors can be found under the restrooms section.	No modifications necessary at this time.	
Visual Characteristics	Contrasting background and lettering, non-script type-face, non-glare finish, with Braille.	There is no signage at this facility.	No modifications necessary at this time.	
Seats, Tables, Counters	Space available for wheelchair seating, counter and table height 28-34”, knee height min 27”.	No fixed seating at shelter house; accessible picnic tables are available by request through the park office.	No modifications necessary at this time.	
Drinking Fountain	Clear space 30x48”, max sink depth 19”, max fountain height 36”, min 27” apron, and min 8” knee depth, operable with closed fist.	No drinking fountain at this facility.	No modifications necessary at this time.	
Restrooms	Accessible bathroom available and marked with International Handicapped Symbol, min 32” door opening, 48” max door handle, min 36” path to fixtures, max 5 lbs. door force, 5x5’ stall, grab bars, 17-19” toilet seat height. Sinks have clear space 30x48”, max depth 19”, max height 34”, min 29” apron, min 17” knee depth, max 48” high soap/dryer, max 40” high mirror.	Accessible restroom available but not marked with International Symbol of Accessibility; 33” door width; door requires less than 5 lbs. force to open; Door handle 40” high and operable with closed fist; 46” path width to fixtures; stalls operable with a closed fist and have 5x5’ clearance; grab bars installed; toilet seat 18” high. Sink clearance greater than 30x48”; sink operable with a closed fist; 21” sink depth; 14’ knee depth; 31” sink height; 28” sink apron; soap/dryer not reachable; no mirrors.	Mark restroom doors with ADA signage. Sink depth is 21”; should be 19”.	2-3

Facility: Pendleton Historical Museum

Item/Location	Standard	Existing Condition	Modification	Years
Parking	At least 1 accessible space per 25 standard spaces, and 1 van accessible space in all cases	1 accessible spaces, 1 van accessible; closest to entryway; marked with International Symbol of Accessibility; 92' from entry	No modifications necessary at this time.	
On-street Parking	Accessible spaces closest to door; space for unloading	No on-street parking available.	No modifications necessary at this time.	
Accessible Entrance	Pathway from accessible space to entry free of obstructions, stairs, and min 48" wide	Pathway from accessible space to entry is free of obstructions and stairs, firm/sturdy, and 65" wide	No modifications necessary at this time.	
Clearance and Ramps (curb ramp from parking to entry)	8.3% max slope, tactile strip, 5x5' top landing, 4x4' bottom landing, and level, contiguous grade break	4.0% slope; 5x5' landing; perpendicular and contiguous grade break without tactile strip; necessary for access to building	Install tactile strip.	2-3
Clearance and Ramps (path to front door)	8.3% max slope, 5x5' top landing, 4x4' bottom landing, and level, contiguous grade break	4.0% slope; no 5x5' landing; perpendicular and contiguous grade break.	Level 5x5' landing so slope and cross slopes are less than 2%.	3-5
Entrance	Accessible entry available and marked, including on all inaccessible entries. Min door width 32", max threshold 0.5", usable with closed fist.	No accessible entry marked; door opening width 44", 18"+ pull side clearance, 0.75" threshold, 40" high door handle that is not operable with a closed fist; door requires less than 5 lbs. of force to open; 0.25" door-mat.	Decrease threshold; replace handle to be operable with a closed fist.	1-2
Access to Services	Access to all public spaces from accessible path of travel, directly accessible, and min path width of 36".	All paths directly accessible, with access to all public spaces, 36"+ wide.	No modifications necessary at this time.	
Floors (1 st floor)	Flooring must be securely attached at the edges, with thresholds max 0.5", max 48" reach heights, max 7" riser height and 11" step depth.	Flooring securely attached at the edges; 7" step risers; 4" handrail perimeter; 0.25" thresholds; 41" height of reach for lift buttons.	No modifications necessary at this time.	

APPENDIX.PUBLIC FACILITY MODIFICATIONS

Floors (2 nd floor)	Flooring must be securely attached at the edges, with thresholds max 0.5", max 48" reach heights, max 7" riser height and 11" step depth.	Flooring securely attached at the edges; 7" step risers; 4" handrail perimeter; 41" height of reach for lift buttons.	No modifications necessary at this time.	
Doors (lift door)	Max 5 lbs. force to open and 48" door handle, min 32" door opening, 18" wall space on pull side of door, and door handle operable with closed fist.	Requires more than 5 lbs. of force to open; door width 34"; 9" of wall clearance; door handle 40" high and operable with closed fist.	Increase pull-side wall clearance at least 9" (switch opening direction).	3-5
Restroom (Unisex NW)	Accessible bathroom available and marked with International Handicapped Symbol, min 32" door opening, 48" max door handle, min 36" path to fixtures, max 5 lbs. door force, 5x5' stall, grab bars, 17-19" toilet seat height. Sinks have clear space 30x48", max depth 19", max height 34", min 29" apron, min 17" knee depth, max 48" high soap/dryer, max 40" high mirror.	Accessible restroom available but not marked with International Symbol of Accessibility; 33" door width; door requires less than 5 lbs. force to open; door handle 39" high and operable with closed fist; 51" wide path to fixtures; 5x5' clearance; grab bars not installed; toilet seat 18" high. Sink clearance greater than 30x48"; 14" sink depth; 18" knee depth; 35" sink height; 28" sink apron; soap/dryer reachable; mirror 44" high.	Install grab bars; must replace sink to accomplish ADA compliance; lower mirror at least 4".	3-5
Restroom (Unisex SE)	Accessible bathroom available and marked with International Handicapped Symbol, min 32" door opening, 48" max door handle, min 36" path to fixtures, max 5 lbs. door force, 5x5' stall, grab bars, 17-19" toilet seat height. Sinks have clear space 30x48", max depth 19", max height 34", min 29" apron, min 17" knee depth, max 48" high soap/dryer, max 40" high mirror.	Accessible restroom available but not marked with International Symbol of Accessibility; 33" door width; door requires less than 5 lbs. force to open; door handle 38" high and operable with closed fist; 74" wide path to fixtures; 5x5' clearance; grab bars installed; toilet seat 18" high. Sink clearance greater than 30x48"; 14" sink depth; 18" knee depth; 35" sink height; 28" sink apron; soap/dryer reachable; mirror 44" high.	Must replace sink to accomplish ADA compliance; lower mirror at least 4".	3-5

Facility: Fall Creek Golf Club – Restaurant

Item/Location	Standard	Existing Condition	Modification	Years
Parking	At least 1 accessible space per 25 standard spaces, and 1 van accessible space in all cases	3 accessible spaces, no van accessible; closest to entryway; marked with International Symbol of Accessibility; 75' from entry	Provide/mark at least 1 van accessible space closest to the entrance (can upgrade currently accessible space).	1-2
On-street Parking	Accessible spaces closest to door; space for unloading	No on-street parking available.	No modifications necessary at this time.	
Accessible Entrance	Pathway from accessible space to entry free of obstructions, stairs, and min 48" wide	Pathway from accessible space to entry is free of obstructions and stairs, firm/sturdy, and 45" wide	Increase width of path at least 3".	3-5
Clearance and Ramps (entry ramp)	8.3% max slope, cross slope max 2%, 5x5' top landing, 4x4' bottom landing, and level, contiguous grade break	11.3% slope; 7% cross slope; 5x5' landing; perpendicular and contiguous grade break; necessary for access to building	Decrease ramp slope and ramp cross slope.	3-5
Ramp Rails (entry ramp)	Ramps longer than 6' have rails on both sides 34-38" high; path between rails at least 48" wide; handrail 4-6" perimeter; ramps must be non-slip	Rail on both sides, 35" high; path 45" wide; non-slip; 4" handrail perimeter	Increase width of path at least 3".	3-5
Entrance	Accessible entry available and marked, including on all inaccessible entries. Min door width 32", max threshold 0.5", usable with closed fist.	No accessible entry; door opening width 34", 22" pull side clearance, 1.5" threshold, 38" high door handle that is not operable with a closed fist; door requires more than 5 lbs. of force to open; 0.5" doormat.	Decrease threshold; replace handle to be operable with a closed fist; reduce weight/resistance.	1-2
Access to Services (entry)	Access to all public spaces from accessible path of travel, directly accessible, and min path width of 36".	Directly accessible, with access to all public spaces, 64" wide path.	No modifications necessary at this time.	
Floors	Flooring must be securely attached at the edges, with thresholds max 0.5", max 48" reach heights, max 7" riser height and 11" step depth.	Flooring securely attached at the edges; 0.5" thresholds.	No modifications necessary at this time.	

APPENDIX.PUBLIC FACILITY MODIFICATIONS

Restrooms	<p>Accessible bathroom available and marked with International Handicapped Symbol, min 32” door opening, 48” max door handle, min 36” path to fixtures, max 5 lbs. door force, 5x5’ stall, grab bars, 17-19” toilet seat height. Sinks have clear space 30x48”, max depth 19”, max height 34”, min 29” apron, min 17” knee depth, max 48” high soap/dryer, max 40” high mirror.</p>	<p>Accessible restroom available but not marked with International Symbol of Accessibility; 32” door width; door requires more than 5 lbs. force to open; door handle 38” high and not operable with closed fist; 51” wide path to fixtures; 5x5’ clearance; grab bars installed; toilet seat 18” high. Sink clearance greater than 30x48”; 14” sink depth; 0” knee depth; 31” sink height; 0” sink apron; soap/dryer not reachable; mirror 44” high</p>	<p>Reduce door weight/resistance; replace handle to be operable with a closed fist; remove sink cabinetry to provide knee clearance; lower soap/dryer to be within 48” height of reach; lower mirror at least 4”.</p>	2-3
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Facility: Fall Creek Golf Club – Pro Shop

Item/Location	Standard	Existing Condition	Modification	Years
Parking	At least 1 accessible space per 25 standard spaces, and 1 van accessible space in all cases	No accessible spaces, no van accessible.	Provide/mark at least 1 van accessible space closest to the entrance.	1-2
On-street Parking	Accessible spaces closest to door; space for unloading	No on-street parking available.	No modifications necessary at this time.	
Accessible Entrance	Pathway from accessible space to entry free of obstructions, stairs, and min 48" wide	Pathway from parking to entry is not free of stairs, but is firm/sturdy, and 70" wide.	Provide alternative route or ramp into facility.	3-5
Entrance	Accessible entry available and marked, including on all inaccessible entries. Min door width 32", max threshold 0.5", usable with closed fist.	No accessible entry; door opening width 33", 18"+ pull side clearance, 1" threshold; door handle 35" high and operable with a closed fist; door requires more than 5 lbs. of force to open.	Decrease threshold; reduce weight/resistance.	1-2
Access to Services	Access to all public spaces from accessible path of travel, directly accessible, and min path width of 36".	Directly accessible, with access to all public spaces, 44" wide path.	No modifications necessary at this time.	
Floors	Flooring must be securely attached at the edges, with thresholds max 0.5", max 48" reach heights, max 7" riser height and 11" step depth.	Flooring securely attached at the edges; no thresholds.	No modifications necessary at this time.	
Seats, Tables, Counters (Register counter)	Space available for wheelchair seating, counter and table height 28-34", knee height min 27"	42" counter height.	Provide 28-34" high counter or alternative programmatic function.	2-3

APPENDIX.PUBLIC FACILITY MODIFICATIONS

<p>Restroom (Men's)</p>	<p>Accessible bathroom available and marked with International Handicapped Symbol, min 32" door opening, 48" max door handle, min 36" path to fixtures, max 5 lbs. door force, 5x5' stall, grab bars, 17-19" toilet seat height. Sinks have clear space 30x48", max depth 19", max height 34", min 29" apron, min 17" knee depth, max 48" high soap/dryer, max 40" high mirror.</p>	<p>Accessible restroom not available; 33" door width; door requires less than 5 lbs. force to open; door handle 37" high and not operable with closed fist; 21" wide path to fixtures; 5x5' clearance; grab bars not installed; toilet seat 18" high. Sink clearance greater than 30x48"; 13" sink depth; 18" knee depth; 33" sink height; 31" sink apron; sink operable with a closed fist; soap/dryer not reachable; mirror 55" high</p>	<p>Replace handle to be operable with a closed fist; increase width of path to fixtures; install grab bars; lower soap/dryer to be within 48" height of reach; lower mirror at least 15" (Recommended to focus on updating Women's restroom first).</p>	<p>3-5</p>
<p>Restroom (Women's)</p>	<p>Accessible bathroom available and marked with International Handicapped Symbol, min 32" door opening, 48" max door handle, min 36" path to fixtures, max 5 lbs. door force, 5x5' stall, grab bars, 17-19" toilet seat height. Sinks have clear space 30x48", max depth 19", max height 34", min 29" apron, min 17" knee depth, max 48" high soap/dryer, max 40" high mirror.</p>	<p>Accessible restroom not available; 34" door width; door requires less than 5 lbs. force to open; door handle 37" high and not operable with closed fist; 70" wide path to fixtures; 5x5' clearance; grab bars not installed; toilet seat 17" high. Sink clearance greater than 30x48"; 13" sink depth; 17" knee depth; 32" sink height; 30" sink apron; sink operable with a closed fist; soap/dryer not reachable; mirror 48" high</p>	<p>Replace handle to be operable with a closed fist; install grab bars; lower soap/dryer to be within 48" height of reach; lower mirror at least 8" (Recommended to focus on updating Women's restroom first).</p>	<p>2-3</p>

Public Facility Inspection

Selected sections applicable to specific modifications being assessed/re-assessed must be filled out and submitted within ten days of modification completion.

Parking	1	2	3	4
Facility	_____	_____	_____	_____
Number of Accessible Spaces	_____	_____	_____	_____
Number of Van Accessible Spaces	_____	_____	_____	_____
Are the accessible spaces closest to the entrance?	_____	_____	_____	_____ (Yes/No)
Are accessible spaces marked?	_____	_____	_____	_____ (Yes/No)
Distance from accessible parking to entrance	_____	_____	_____	_____
Is there a pull-up space?	_____	_____	_____	_____ (Yes/No)
Are accessible aisles marked?	_____	_____	_____	_____ (Yes/No)
Notes	1	_____		
	2	_____		
	3	_____		
	4	_____		

On-Street Parking	1	2	3	4
Facility	_____	_____	_____	_____
On-street accessible spaces available?	_____	_____	_____	_____ (Yes/No)
Is on-street parking clear of obstacles for van lifts?	_____	_____	_____	_____ (Yes/No)
Notes	1	_____		
	2	_____		
	3	_____		
	4	_____		

APPENDIX.INSPECTION FORM

Accessible Entrance

	1	2	3	4
Facility	_____	_____	_____	_____
Path to entrance without stairs?	_____	_____	_____	_____ (Yes/No)
Path firm/sturdy?	_____	_____	_____	_____ (Yes/No)
Width of Path (w/o curb)	_____	_____	_____	_____ (inches)
Width of Median	_____	_____	_____	_____ (inches)
Width of Curb cut	_____	_____	_____	_____ (inches)
Notes	1	_____		
	2	_____		
	3	_____		
	4	_____		

Entrance

	1	2	3	4
Facility	_____	_____	_____	_____
Is there a handicap entrance?	_____	_____	_____	_____ (Yes/No)
Do inaccessible entries have signs directing to handicap entrance?	_____	_____	_____	_____ (Yes/No)
Independent handicap entrance?	_____	_____	_____	_____ (Yes/No)
Door opening width	_____	_____	_____	_____ (inches)
Pull-side wall space	_____	_____	_____	_____ (inches)
Threshold height	_____	_____	_____	_____ (inches)
Height of door handle	_____	_____	_____	_____ (inches)
Handle usable with a closed fist?	_____	_____	_____	_____ (Yes/No)
Doormat	_____	_____	_____	_____ (inches)
Door force <5 lbs.	_____	_____	_____	_____ (Yes/No)
Notes	1	_____		
	2	_____		
	3	_____		
	4	_____		

Access to Services

	1	2	3	4
Facility	_____	_____	_____	_____
Main floor, lobby, or elevator directly accessible?	_____	_____	_____	_____ (Yes/No)
All public spaces on accessible path of travel?	_____	_____	_____	_____ (Yes/No)
Width of accessible route	_____	_____	_____	_____ (inches)
Notes	1	_____		
	2	_____		
	3	_____		
	4	_____		

Doors

	1	2	3	4
Facility	_____	_____	_____	_____
Door opening width	_____	_____	_____	_____ (inches)
Pull-side wall space	_____	_____	_____	_____ (inches)
Door force <5 lbs.	_____	_____	_____	_____ (Yes/No)
Height of door handle	_____	_____	_____	_____ (inches)
Handle usable with a closed fist?	_____	_____	_____	_____ (Yes/No)
Notes	1	_____		
	2	_____		
	3	_____		
	4	_____		

Floors

	1	2	3	4
Facility	_____	_____	_____	_____
Securely attached at edges?	_____	_____	_____	_____ (Yes/No)
Height of reach	_____	_____	_____	_____ (inches)
Height of step risers	_____	_____	_____	_____ (inches)
Handrail perimeter	_____	_____	_____	_____ (inches)
Threshold height	_____	_____	_____	_____ (inches)
Notes	1	_____		
	2	_____		
	3	_____		
	4	_____		

APPENDIX.INSPECTION FORM

Visual Characteristics

	1	2	3	4
Facility	_____	_____	_____	_____
Non-glare finish?	_____	_____	_____	_____ (Yes/No)
Letters and background contrast?	_____	_____	_____	_____ (Yes/No)
Not script?	_____	_____	_____	_____ (Yes/No)
Also in braille?	_____	_____	_____	_____ (Yes/No)
Notes	1	_____		
	2	_____		
	3	_____		
	4	_____		

Seats, Tables, and Counters

	1	2	3	4
Facility	_____	_____	_____	_____
Width of fixed seating aisles	_____	_____	_____	_____ (inches)
Spaces for wheelchair seating?	_____	_____	_____	_____ (Yes/No)
Counter and table height	_____	_____	_____	_____ (inches)
Knee height	_____	_____	_____	_____ (inches)
Knee width	_____	_____	_____	_____ (inches)
Knee depth	1	_____		
Notes	2	_____		
	3	_____		
	4	_____		

Restrooms

	1	2	3	4
Facility	_____	_____	_____	_____
Customer restroom available?	_____	_____	_____	_____ (Yes/No)
ADA Restroom available?	_____	_____	_____	_____ (Yes/No)
ADA Signage for restrooms?	_____	_____	_____	_____ (Yes/No)
Door opening width	_____	_____	_____	_____ (inches)
Height of door handle	_____	_____	_____	_____ (inches)
Handle usable with a closed fist?	_____	_____	_____	_____ (Yes/No)
Wheelchair maneuvering space in entry?	_____	_____	_____	_____ (Yes/No)
Width of path to fixtures	_____	_____	_____	_____ (inches)
Door force <5 lbs.	_____	_____	_____	_____ (Yes/No)
Notes	1	_____		
	2	_____		
	3	_____		
	4	_____		

Stalls

	1	2	3	4
Handle usable with a closed fist?	_____	_____	_____	_____ (Yes/No)
Stall clearance 5x5 feet?	_____	_____	_____	_____ (Yes/No)
Grab bars installed?	_____	_____	_____	_____ (Yes/No)
Height of toilet seat	_____	_____	_____	_____ (inches)
Notes	1	_____		
	2	_____		
	3	_____		
	4	_____		

APPENDIX.INSPECTION FORM

Lavatories (sinks)

	1	2	3	4
Facility	_____	_____	_____	_____
Clear space 30x48 inches?	_____	_____	_____	_____ (Yes/No)
Depth of sink	_____	_____	_____	_____ (inches)
Height of sink rim	_____	_____	_____	_____ (inches)
Height to bottom of apron	_____	_____	_____	_____ (inches)
Knee depth	_____	_____	_____	_____ (inches)
Operable with closed fist	_____	_____	_____	_____ (Yes/No)
Soap/dryer within 48 inch height of reach?	_____	_____	_____	_____ (Yes/No)
Height to bottom edge of mirror	_____	_____	_____	_____ (inches)
Notes	1	_____		
	2	_____		
	3	_____		
	4	_____		

Lavatories (drinking fountains)

	1	2	3	4
Facility	_____	_____	_____	_____
Clear space 30x48 inches?	_____	_____	_____	_____ (Yes/No)
Depth of sink	_____	_____	_____	_____ (inches)
Height of sink rim	_____	_____	_____	_____ (inches)
Height to bottom of apron	_____	_____	_____	_____ (inches)
Knee depth	_____	_____	_____	_____ (inches)
Operable with closed fist	_____	_____	_____	_____ (Yes/No)
Soap/dryer within 48 inch height of reach?	_____	_____	_____	_____ (Yes/No)
Height to bottom edge of mirror	_____	_____	_____	_____ (inches)
Notes	1	_____		
	2	_____		
	3	_____		
	4	_____		

Curb Ramp Inspection

Every ramp being constructed and/or modified must be assessed/re-assessed and this form filled out and submitted within ten days of project completion.

Curb Ramps	1	2	3	4
Intersection	_____	_____	_____	_____
Location	_____	_____	_____	_____ (NE, SE, SW, NW)
Type	_____	_____	_____	_____ (Perp, Diag)
5 foot landing?	_____	_____	_____	_____ (Yes/No)
Tactile strip installed?	_____	_____	_____	_____ (Yes/No)
Colored tactile strip?	_____	_____	_____	_____ (Yes/No)
Slope run	_____	_____	_____	_____ (%)
Cross slope	_____	_____	_____	_____ (%)
Flare slope (if applicable)	_____	_____	_____	_____ (%)
Approach slope	_____	_____	_____	_____ (%)
Ramp width	_____	_____	_____	_____ (inches)

Notes

1 _____

2 _____

3 _____

4 _____

	5	6	7	8
Intersection	_____	_____	_____	_____
Location	_____	_____	_____	_____ (NE, SE, SW, NW)
Type	_____	_____	_____	_____ (Perp, Diag)
5 foot landing?	_____	_____	_____	_____ (Yes/No)
Tactile strip installed?	_____	_____	_____	_____ (Yes/No)
Colored tactile strip?	_____	_____	_____	_____ (Yes/No)
Slope run	_____	_____	_____	_____ (%)
Cross slope	_____	_____	_____	_____ (%)
Flare slope (if applicable)	_____	_____	_____	_____ (%)
Approach slope	_____	_____	_____	_____ (%)
Ramp width	_____	_____	_____	_____ (inches)

Notes

5 _____

6 _____

7 _____

8 _____

Sidewalk Inspection

Every sidewalk being constructed and/or modified must be assessed/re-assessed and this form filled out and submitted within ten days of project completion.

Sidewalks	1	2	3	4	
Street	_____	_____	_____	_____	
Section (intersection to intersection)	_____	_____	_____	_____	
Side of street	_____	_____	_____	_____	(N, S, E, W)
Speed limit	_____	_____	_____	_____	(mph)
Sidewalk width	_____	_____	_____	_____	(inches)
Is there a buffer between sidewalk and street?	_____	_____	_____	_____	(Yes/No)
Quality	_____	_____	_____	_____	(1 to 5 rating)
Are curb ramps installed?	_____	_____	_____	_____	(Yes/No)
Notes	1	_____			
	2	_____			
	3	_____			
	4	_____			

	5	6	7	8	
Street	_____	_____	_____	_____	
Section (intersection to intersection)	_____	_____	_____	_____	
Side of street	_____	_____	_____	_____	(N, S, E, W)
Speed limit	_____	_____	_____	_____	(mph)
Sidewalk width	_____	_____	_____	_____	(inches)
Is there a buffer between sidewalk and street?	_____	_____	_____	_____	(Yes/No)
Quality	_____	_____	_____	_____	(1 to 5 rating)
Are curb ramps installed?	_____	_____	_____	_____	(Yes/No)
Notes	5	_____			
	6	_____			
	7	_____			
	8	_____			

Accessible Pedestrian Signal Inspection

Every pedestrian signal being installed and/or modified must be assessed/re-assessed and this form filled out and submitted within ten days of project completion.

Pedestrian Signals	1	2	3	4
Primary road	_____	_____	_____	_____
Intersecting road	_____	_____	_____	_____
Type of timing (time, actuated, semi-actuated, flashing red)	_____	_____	_____	_____
Ped signal E/W	_____	_____	_____	_____ (Yes/No)
Ped signal N/S	_____	_____	_____	_____ (Yes/No)
Pushbutton E/W	_____	_____	_____	_____ (Yes/No)
Pushbutton N/S	_____	_____	_____	_____ (Yes/No)
Height of pushbutton	_____	_____	_____	_____ (inches)
Length of walking man	_____	_____	_____	_____ (seconds)
Length of flashing hand	_____	_____	_____	_____ (seconds)
Length of solid hand	_____	_____	_____	_____ (seconds)
Is there an audible tone?	_____	_____	_____	_____ (Yes/No)
Crosswalk E/W	_____	_____	_____	_____ (Yes/No)
Crosswalk N/S	_____	_____	_____	_____ (Yes/No)
Ramp E/W	_____	_____	_____	_____ (Yes/No)
Ramp N/S	_____	_____	_____	_____ (Yes/No)
Notes	1	_____		
	2	_____		
	3	_____		
	4	_____		

Definitions

Accessible Route

a continuous unobstructed path that connects all accessible elements and spaces of a building or facility; complying with Chapter 4 of ADAAG. Interior accessible routes may include corridors, floors, ramps, elevators, lifts and clear floor space at fixtures. Exterior accessible routes may include parking access aisles, curb ramps, crosswalks at vehicular ways, walks, ramps and lifts.

ADA

means and refers to the Americans with Disabilities Act as contained and explained in Title 42, Chapter 126 of the United States Code.

ADAAG

means and refers to the Americans with Disabilities Act Access Guidelines, codified at Appendix A to 28 Code of Federal Regulations Part 36 and at Appendix A to 49 Code of Federal Regulations part 37. “ADAAG Standards” means and refers to physical conditions that meet the new construction and/or alterations standards set forth in the ADAAG guidelines.

Auxiliary Aids and Services

under Titles II and III of the ADA, includes a wide range of services and devices that promote effective communication or allows access to goods and services. Examples of auxiliary aids and services for individuals who are deaf or hard of hearing include qualified interpreters, notetakers, computer-aided transcription services, written materials, telephone handset amplifiers, assistive listening systems, telephones compatible with hearing aids, closed caption decoders, open and closed captioning, telecommunications devices for deaf persons (TDDs), videotext displays, and exchange of written notes. Examples for individuals with vision impairments include qualified readers, taped texts, audio recordings, Brailled materials, large print materials, and

assistance in locating items. Examples for individuals with speech impairments include TDDs, computer terminals, speech synthesizers, and communication boards.

Complaint

Complaints under Title I must be filed with the EEOC within 180 days of the date of the discrimination, or 300 days if the charge is filed with a designated State or local fair employment practice agency. Lawsuits can only be filed in Federal court after an individual has received a ‘right to sue’ letter from the EEOC.

Curb Ramp

a short ramp cutting through a curb or built up to it.

Detectable Warning

means and refers to truncated domes which provide a tactile surface at the transition between the curb and the street or other hazardous vehicular crossings, assisting pedestrians with Vision Disabilities in determining when they enter the street.

Disability

with respect to an individual: a physical or mental impairment that substantially limits one or more of the major life activities of such individual; a record of such an impairment; or being regarded as having such an impairment.

Discrimination on the Basis of Disability

The Americans with Disabilities Act gives civil rights protections to individuals with disabilities similar to those provided to individuals on the basis of race, color, sex, national origin, age, and religion. It guarantees equal opportunity for individuals with disabilities in public accommodations, employment, transportation, State and local government services, and telecommunications.

Essential Functions

The minimum required duties and abilities necessary to perform the tasks of the job. Essential functions of a job can often be determined by writing accurate job descriptions to determine which tasks are a major part of the job and which are not. Factors to consider include the percentage of time spent performing those duties, the qualifications required to do these tasks, and whether the job exists in order to have these duties performed.

Having a Record of Impairment

persons who have a history of, or have been classified or misclassified as having, a physical or mental impairment that substantially limits one or more major life activities. It includes persons who have had a disabling impairment but have recovered in whole or in part and are not now substantially limited. It also includes persons who have been incorrectly classified as having a disability

Impairment

A physical or mental impairment means any physiological disorder, or condition, cosmetic disfigurement, or anatomical loss affecting one or more of the following body systems: neurological, musculoskeletal, special sense organs, respiratory (including speech organs), cardiovascular, reproductive, digestive, genito-urinary, hemic and lymphatic, skin, and endocrine; or any mental or psychological disorder, such as mental retardation, organic brain syndrome, emotional or mental illness, and specific learning disabilities.

Major Life Activities

functions such as caring for oneself, performing manual tasks, walking, seeing, hearing, speaking, breathing, learning, and working.

Pedestrian Rights-of-Way (PROW)

means and refers to all sidewalks, as well as all curb ramps and crosswalks serving such sidewalks, and any other pathways used by pedestrians along public rights

of way, including pedestrian pathways through public parking lots.

Physical or Mental Impairments

term used in the ADA definition of disability. Includes any physiological disorder or condition, cosmetic disfigurement, or anatomical loss affecting one or more body systems, such as neurological, musculoskeletal, special sense organs, respiratory (including speech organs), cardiovascular, reproductive, digestive, genitourinary, immune, circulatory, hemic, lymphatic, skin, and endocrine; or any mental or psychological disorder, such as an intellectual disability (formerly termed "mental retardation"), organic brain syndrome, emotional or mental illness, and specific learning disabilities.

Program Accessibility

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 district facilities.

Qualified Individual with a Disability

an individual who satisfies the requisite skill, experience, education and other job-related requirements of the employment position such individual holds or desires, and who, with or without reasonable accommodation, can perform the essential functions of such position. The ADA prohibits discrimination on the basis of disability against a qualified individual.

Reasonable Accommodation

changes or adjustments in a work or school site, program, or job that makes it possible for an otherwise qualified employee or student with a disability to perform the duties or tasks required.

Record of Impairment

persons who have a history of, or have been classified or

APPENDIX.DEFINITIONS

misclassified as having, a physical or mental impairment that substantially limits one or more major life activities; includes persons who have had a disabling impairment but have recovered in whole or in part and are not now substantially limited. It also includes persons who have been incorrectly classified as having a disability

Substantial Limitations of Major Life

Activities

an impairment is substantially limiting when it prevents an individual from performing a major life activity or when it significantly restricts the condition, manner, or duration under which an individual can perform a major life activity.

Undue Burden

with respect to complying with Title II or Title III of the ADA, significant difficulty or expense incurred by

a covered entity, when considered in light of certain factors. These factors include: the nature and cost of the action; the overall financial resources of the site or sites involved; the number of persons employed at the site; the effect on expenses and resources; legitimate safety requirements necessary for safe operation, including crime prevention measures; or any other impact of the action on the operation of the site; the geographic separateness, and the administrative or fiscal relationship of the site or sites in question to any parent corporation or entity; if applicable, the overall financial resources of any parent corporation or entity; the overall size of the parent corporation or entity with respect to the number of its employees; the number, type, and location of its facilities; and if applicable, the type of operation or operations of any parent corporation or entity, including the composition, structure, and functions of the workforce of the parent corporation or entity.



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