

Appendix

G

Appendix G: ADA Self- Evaluation Report

This Appendix contains the required documentation for the Town's ADA access self-evaluation. In August 2008, the Town of Sturbridge prepared an Accessibility Plan that included a Self-Evaluation Plan, Transition Plan, and Policies and Procedures Section. This plan, available for review in the Town Administrator's office, covered all the Park and Recreation Facilities at the time of preparation. In the ten years since the Accessibility Plan was completed, the Town has made changes and improvements to many of the facilities and open spaces throughout Town and will continue to do so. In this 2018 update of the Open Space and Recreation Plan, all of the Town Owned and Managed properties considered to be open space or recreational areas were re-visited for evaluation.

The Administrative Requirements of this Plan section requests the designation of an ADA Coordinator. At time this plan was approved, the Town of Sturbridge has designated the Town Administrator, Leon Gaumond as such and a letter official declaring this designation is included in this Appendix. The 2008 Accessibility Plan also includes:

- Appendix C: Non Discrimination Policy
- Appendix D: ADA Grievance Procedures
- Appendix E: Employment/Pre-employment Criteria
- Appendix F: Equal Opportunity Policy
- Appendix G: Effective Communication (note: includes Public Notification Requirements)

These above mentioned pages have been taken directly from the Accessibility Plan and included in this Appendix. As mentioned in this list, the Town of Sturbridge is an Equal Opportunity Employer, following all practices that are in compliance with the Americans with Disabilities Act. A statement from Town Administrator Leon Gaumond is included in this Appendix to attest to this statement.

The Facility Inventory Requirement will be found in the following pages of this Appendix. The inventory forms were edited to better suit the Town's Open Spaces. Compiling this information for the ADA Self-Evaluation update, it is clear that the accessibility improvements completed in the last ten years – such as adding a wheelchair accessible picnic table at the Cedar Street Recreation Area and the work done at the Leadmine Mountain on trails and parking area – are just a few steps in terms of improving accessibility throughout Town. The current Transition Plan in place is the one included in the 2008 Accessibility Plan. Since 2008, many of the schools, town buildings, and recreational facilities have undergone vast renovation projects bringing both buildings and open space into compliance with ADA regulations. This Transition Plan included in the following pages for the Park and Recreation Facilities is taken directly from the Accessibility Plan.



Town of Sturbridge

Leon A. Gaumond Jr., Town Administrator

August 28, 2018

RE: Town of Sturbridge – ADA Coordinator

To Whom It May Concern:

This correspondence shall confirm that the ADA Coordinator for the Town of Sturbridge is:

Leon A. Gaumond Jr., Town Administrator
ADA Coordinator
(508) 347-2500

Mr. Gaumond's appointment is for an indefinite term.

With warmest regards,

TOWN OF STURBRIDGE


LEON A. GAUMOND JR.
Town Administrator

Excerpts from the Town Of Sturbridge Accessibility Plan: August 2008 that relate to ADA Administrative Procedures.

Appendix C: Non Discrimination Policy

Non Discrimination Policy

The Town of Sturbridge does not discriminate on the basis of disability. Program applicants, participants, members of the general public, employees, job applicants, and others who are entitled to have access to all town programs, activities, and services will not be discriminated against on the basis of disability.

Copies of this notice as well as other policies and procedures may be available, upon request, in standard or alternate print formats to include large print, audio tape, Braille, and computer disk. The town's grievance procedures, self-evaluation, transition plan and ADA policies, practices, and procedures, are readily available, upon request.

Appendix D: ADA Grievance Procedure

Town of Sturbridge Grievance Procedure

The following grievance procedure is established to meet the requirements of the Americans with Disabilities Act. It may be used by anyone who wishes to file a complaint alleging discrimination on the basis of disability in employment practices and policies or the provision of services, activities, programs and benefits by the Town of Sturbridge.

The complaint should be in writing and contain information about the alleged discrimination such as name, address, telephone number of complainant and location, date and description of the problem. Reasonable accommodations, such as personal interviews or a tape recording of the complainant, will be made available for persons with disabilities who are unable to submit a written complaint.

The complaint should be submitted by the grievant and/or his/her designee as soon as possible but no later than 60 calendar days after the alleged violation to the Sturbridge ADA Coordinator, Town Hall – 308 Main Street, Sturbridge, MA 01566

Within fifteen calendar after receipt of the complaint, the ADA Coordinator will meet with the complainant to discuss the complaint and possible resolutions. Within 15 calendar days after the meeting, the ADA Coordinator will respond in writing, and where appropriate in a format accessible to the complainant such as audiotape. The response will explain the position of the Town of Sturbridge and offer options for substantive resolution of the complaint.

If the response by the ADA Coordinator does not satisfactorily resolve the issue, the complainant and/or his/her designee may appeal the decision of the ADA Coordinator within 15 days after receipt of the response to the Board of Selectmen or their designee.

Within 15 calendar days after receipt of the appeal, the Sturbridge Board of Selectmen or their designee will meet with the complainant to discuss the complaint and possible resolutions. Within 15 calendar days after the meeting the Board of Selectmen or their designee will respond in writing, and where appropriate in a format accessible to the complainant such as audiotape, with a final resolution of the complaint.

All complaints received by the ADA Coordinator, appeals to the Sturbridge Board of Selectmen or their designee and responses from the ADA Coordinator and the Sturbridge Board of Selectmen or their designee will be kept by the Town of Sturbridge for at least three years.

Appendix E: Employment/Pre-employment Criteria

Employment/Pre-employment Criteria

Reasonable Accommodation Policy

The Town of Sturbridge strives to make employment opportunities and programs available to people from every race, color, religion, sex, national origin, age, disability, or veteran status and does not discriminate against any person based on these "categories". The town is committed to supporting people of various needs and abilities and will make every effort to provide a healthy, caring environment for all staff and the public.

It is the policy of the Town of Sturbridge that no otherwise qualified individual with a disability shall be excluded from employment solely by reason of her/his disability.

It is understood that the obligation to comply with this policy is not decreased by any state or local law or other requirement that, based on disability, imposes inconsistent or contradictory prohibition. Any prohibitions or limits upon the eligibility of qualified individuals with disabilities to practice any occupation or profession are not allowed under this policy.

It is the policy of the town that reasonable accommodations will be made for any qualified applicant or employee unless the town can demonstrate that the accommodation imposes an undue financial or administrative hardship on the operation of the town.

Notice of availability of reasonable accommodations for job applicants will be included in postings and advertisements and will be made available upon request to applicants with disabilities during the pre-employment process if necessary to provide equal opportunity to secure employment with the Town of Sturbridge.

All prospective employees will be informed at the initial interview that the Town of Sturbridge does not discriminate on the basis of disability and that requests for reasonable accommodations needed for the performance of essential job functions or for the enjoyment of other benefits of employment should be made by prospective employees following receipt of a conditional offer of employment.

Persons with a disability employed by the Town of Sturbridge may request reasonable accommodations from their immediate supervisor or from the town's ADA Coordinator. Requests for accommodations can be made at any time as they become necessary to perform essential job functions, or utilize benefits enjoyed by employment. These requests must be made both verbally and in writing describing the nature and purpose of the requested accommodation. Assistance will be made available upon request to any individual who needs assistance in identifying or documenting the reasonable accommodation needed.

A decision regarding reasonable accommodation requests will be made within thirty (30) working days of the submission of the request. The effectiveness of the accommodation and need for modification will be assessed during the first month of use.

The final decision concerning any requested accommodation that may represent an undue financial or administrative hardship will be made by the ADA Coordinator. Applicants or employees have the right to appeal the denial of any accommodation request using the ADA Grievance Procedure. In the case of a denial on undue hardship by the ADA Coordinator, the employee or applicant may appeal in writing within thirty (30) working days to the Board of Selectmen.

Employment Testing and Pre-employment Inquiry

The Town of Sturbridge shall not use any employment test or other selection criteria that screens out or tends to screen out individuals with disabilities.

The town shall not make any pre-employment inquiries or conduct a pre-employment medical examination of an applicant to determine whether the applicant is an individual with a disability or the nature or severity of the disability.

The town will ask no questions of applicants, before employment related to physical or mental impairment and no such questions shall appear on any written application form it may use. No medical examination shall be required for prospective employees unless it is a bonafide necessity for the position in question. No medical examination shall be required before a conditional offer of employment has been made. All pertinent medical information obtained in such instances shall be considered as confidential and shall be available only to supervisory personnel and certain others who have a legitimate need for the information. A written record of anyone inspecting the medical information in a personnel file will be maintained.

The town may make pre-employment inquiries to determine an applicant's ability to perform job-related functions.

All job selection criteria and/or tests that may be utilized will be examined to ensure that they reflect only bonafide job related qualifications and do not tend to screen out otherwise qualified persons with disabilities. In making such determinations the input and assistance of persons with disabilities may be sought and engaged.

Employment Training Assistance

It is the policy of the Town of Sturbridge that staff training and development activities provided will include information about the ADA employment requirements. All employees and volunteers will receive a briefing on the ADA and the town's ADA policies and procedures.

Appendix F: Equal Opportunity Policy

Equal Opportunity Policy

General Policy Statement

It is the policy of the Town of Sturbridge to ensure that persons with disabilities are provided maximum opportunity to participate in and benefit from programs, services, and activities offered by the town. It is the town's goal that such participation as equal as possible to that of non-disabled persons. Therefore, the town's primary focus will be architectural modifications, assistive listening devices and equipment, and sign language interpreters upon request and availability. This approach may not always be feasible or sufficient to ensure equal access and benefit.

In providing its services, programs, and activities the Town of Sturbridge shall not:

- Deny a qualified individual with a disability the opportunity to participate in or benefit from a benefit, service, or activity.
- Afford a qualified individual with a disability the opportunity to participate in or benefit from any aid, benefit, or service that is not equal to that offered to others.
- Deny a qualified individual with a disability the opportunity to participate as a member of planning or advisory boards, commissions, or any other entity of the Town of Sturbridge.
- Limit a qualified individual with a disability the enjoyment of any right, privilege, advantage, or opportunity received by other individuals receiving the aid, benefit, or service.

It is the policy of the Town of Sturbridge to ensure that persons with disabilities are provided maximum opportunity to participate in and benefit from programs, services, and activities. It is the goal that such participation is in the same manner as that of non-disabled persons. Toward achieving this, the town has a primary focus to identify barriers to access and remove or modify them to use assistive devices or procedures when necessary.

Reasonable Modifications Policy

The Town of Sturbridge shall make a reasonable program or service modification whenever a person requests such an accommodation, unless it can be demonstrated by the town that such an accommodation would impose an undue burden or fundamental alteration to the program or service. Final decisions regarding requests for reasonable modifications will be made by the ADA Coordinator in a timely manner. These modifications shall be made within thirty (30) working days of the request or as soon as is reasonably possible. Individuals seeking to contest a denial of a request for reasonable modifications will be given a copy of the grievance procedure in the format appropriate for their needs.

The town will comply with all applicable Federal and State laws and regulations relative to the use of assistive equipment, including trained service animals. In addition, no arbitrary restrictions or limitations will be placed on the type or number of assistive

equipment items, including service animals, that people with disabilities may bring with them to town facilities.

Eligibility Requirements

Any prohibitions or limits upon the eligibility of qualified individuals with disabilities to receive services or practice any occupation or profession are not allowed under this policy.

Assurance Regarding Surcharges

It is the policy of the Town of Sturbridge that surcharges are never charged to participants (nor any other interested party or person) for reasonable accommodations under any circumstances. Such accommodations include, but are not limited to: American Sign Language (ASL) interpreters, Computer Aided Real Time (CART) translators, architectural accessibility, computer accessibility hardware or software, Braille material, listening devices, closed captioning, etc.

Integrated Services Assurance

The Town of Sturbridge strives to ensure that all of its services, programs, and activities are provided in the most integrated setting possible. People with disabilities will not be required to participate in separate programs even if separate programs that are specifically designed to meet the need of persons with disabilities are offered.

Services will not be provided to any person with a disability in a manner or at a location different from that available to other service recipients unless the potential for removal of architectural barriers or the use of assistive devices and equipment have been found to be inadequate or inappropriate to the needs of the individual. In all cases, the affected individual will be fully involved in the consideration and decision-making process.

Significant Assistance Assurance

It is the policy of the Town of Sturbridge that programs to whom the town provides significant support or who the town sponsors may not discriminate against people with disabilities.

Accessible Transportation Policy

It is the policy of the town that whenever transportation services are provided they will be accessible to participants in town programs regardless of disability. When transportation services are provided and an individual is in need of accessible transportation they should make their request in writing to the ADA Coordinator. Requests must be made at least five (5) days in advance of the need. As with all of the town's transportation services, all requests are subject to the availability of space. When a request cannot be met, notice will be given as soon as possible and at least one (1) day before the requested date of service.

If a person needs a wheelchair van every effort will be made to accommodate this need. If the town is providing transportation for anyone to or from a particular event or service and someone requests wheelchair accessible transportation, then the town will be responsible for the arrangement and the cost of that transportation.

Community Referral Assurance

Whenever the Town of Sturbridge participates in or funds programs or makes references to other programs or services, it is the policy that such programs and services must be accessible or usable by a person with a disability. The town will gather information regarding which of the programs or services that it refers people to are accessible, and those that are not. The town will make efforts to gather at least one accessible provider in each of the categories of service in which the town makes referrals.

Appendix G: Effective Communication

Effective Communication

Effective Communication

It is the policy of the Town of Sturbridge that auxiliary aids and services will be provided when necessary to ensure effective communication with persons whose disabilities effect communication. Persons with communications disabilities will be given the opportunity to request the aid or service that they prefer and the requested aid or service will be given primary consideration by the town unless doing so would impose an undue burden or unless a fully effective alternative is available.

The town is making efforts to ensure that emergency alarm devices in all public areas are both visual and auditory. Emergency evacuation procedures have been developed for each facility which includes evacuation of people with disabilities. The individual responsible for coordinating training for emergency evacuation for each facility has been designated. Information on emergency evacuation procedures will be provided to people verbally, in written format, or in alternate format forms as needed.

TTY/TDD Assurance

It is required to have a TTY/TTD device at the 911 emergency numbers. It is recommended that a TTY/TDD be purchased and installed at the Office of the Board of Selectmen for use by all Town Hall general government services. The town shall also be familiar with the MassRelay VOICE/TTY Relay Service System at 800-439-2370 (TTY), 1-800-439-0183 (Voice) or 711 for Voice and TTY within Massachusetts. All telephone receptionists and primary staff will be trained on the use of the TTY. All publications of telephone numbers for town offices, employees, or services shall also list the TTY number or the relay system number as being available.

Alternative Format Policy and Procedure

It is the policy of the Town of Sturbridge to make all documents, publications, and materials used in town business available to all persons who require them in alternate formats. Procedures have been established for the provision of alternate formats to include large prints, audiotape, Braille, and computer diskettes.

Large print, short audio tapes and computer diskette formats will be prepared by town employees who have been identified by the ADA Coordinator and trained in the necessary skills and procedures.

A request to the ADA Coordinator for alternative format documents should be made fourteen (14) days in advance of the event or activity whenever possible. If materials in Braille are being requested then the request must be made thirty (30) days in advance of the event. Every attempt will be made to meet the request. The materials will be provided at no charge. If the request cannot be met, an alternative effective format will be offered. The person making the request will be informed as soon as possible but at least five (5) days in advance of the event or activity.

Materials describing the town services, programs, or upcoming events will be available in alternative formats such as large print or audio format. All materials will include the words "ASL interpreters upon request and availability".

Interpreter Services Policy

It is the policy of the Town of Sturbridge that sign language interpreters, assistive listening devices, readers, or scribes will be provided upon request to ensure equally effective communication. Requests should be made at least fourteen (14) days prior to the event, service, program or meeting. Every reasonable effort will be made to meet the request. When an ASL interpreter is needed, the town will make every effort to provide one.

A request to the ADA Coordinator for interpreter services should be made fourteen (14) days in advance of the event or activity whenever possible. Every attempt will be made to meet the request. The service will be provided at no charge to the person needing the accommodation. If the request cannot be met, an alternative effective format will be offered. The person making the request will be informed as soon as possible but at least five (5) days in advance of the event or activity.

Assistive Listening Device Assurance

The Town of Sturbridge shall provide or obtain assistive listening devices when requested for either group or individual settings. This may be accomplished by using an available assistive equipment loan program. This may include amplified phone handsets and TV decoders or amplifiers etc.

Training Assurance

It is the policy of the Town of Sturbridge that staff training and other staff development activities provided will include training on the use of a TTY/TDD if provided, the operator relay service, and other equipment necessary to ensure effective communication. Staff will receive training in procedures and policies on receiving and handling requests for auxiliary aids and services and for ensuring that primary consideration is given to the type of service or format preferred by the person with a disability. Training on effective communication is given during orientation and at a yearly staff refresher training.

Excerpts from the Town of Sturbridge Accessibility Plan: August 2008 that related to Park and Recreation Facilities including Transitional Plan.

Park and Recreation Facilities

Name: Active town recreation and play facilities.

Location: Town-wide.

Description of Facility: Recreation Programs.

Function: Children and adult recreation programs.

Responsible Party: Recreation Committee.

General Description or Obstacle Which Limits Mobility or Access: All facilities lack fully compliant and accessible parking areas with signage. Fully compliant accessible routes of travel to facilities and playing areas are non-existent throughout all recreation areas. In general, a paved or hard packed accessible pathway (48" wide w/ a 36" clear space) from the respective parking area to all facility programs and services is required. Cedar Lake Recreation Area, Turners Field, and the Town Barn Athletic Fields lack compliant and "hard packed" accessible parking. The Sturbridge Little League baseball fields (at Burgess Elementary School) has paved parking but the spaces exceed slope requirements, lacks compliant handicapped parking signage, as well as no designated van accessible parking. With the exception of the Burgess Elementary Sturbridge Little League baseball fields, none of the portable toilets that are available are accessible. Although the Sturbridge Little League field at Burgess has an accessible portable toilet, it is not on an accessible route of travel.

Accessibility Requirements: Under Section 19 of 521 CMR, all recreation facilities shall be accessible and on an accessible route of travel that is paved or hard packed. Other components of a facility (i.e. toilet rooms, ramps, picnic tables, etc.) must also fully comply with 521 CMR. Under the ADAAG standards, at a minimum, an accessible route must be provided up to and through all play areas and equipment. Current ADAAG Supplements [inclusive of State and Local Government Facilities (1998), Children's Environments (1998), Play Areas (2000) and Recreation Facilities (2002)] are considered to be "guidelines" that have not been incorporated into the Department of Justice's accessibility standards and therefore are not enforceable. A reprint of the United States Access Board "*Summary of Accessibility Guidelines for Recreation Facilities*" and "*Summary of Accessibility Guidelines for Play Areas*" is provided in Attachment H.

Public spaces, recreational facilities and playgrounds are within the jurisdiction of ADA and therefore must conform to those standards pertaining to accessible routes, reach ranges and similar standards for ancillary features (bathroom, benches, picnic tables, water fountains, parking, etc.). Play and recreational areas must be located on an accessible route with accessible routes to the various play structures, recreational facilities and equipment. The accessible route connecting ground level components within a play area should be 60" wide with some variation allowed depending on length of travel route and size of play area. The accessible route should be stable, firm and slip-resistant and is preferred to be the same as the general route of travel. The actual playground surface must also be stable, firm and slip-resistant as well as "impact attenuating" to provide a safe fall area around play equipment. Acceptable materials include interlocking rubber matting, plastic matting, poured in place rubber surfacing and specially bonded wood fibers. The sole use of sand or recycled rubber chips, the material used in Cedar Lake play area is not in compliance with accessibility standards. Play equipment should be as accessible as possible with "guidance" pertaining to this provided in Attachment H as previously noted.

Description of Programs: Active recreation and play facilities.

Accessibility Compliance Options: Initiate improvements and remove architectural barriers as specified.

Estimated Total Project Cost: \$ 90,800

Projected Completion Date: June 2011

Cedar Lake Recreation Area: Town-wide recreational complex consisting of two tennis courts, one basketball court, a playground (ages 5-12), skate park and waterfront swimming for youth and adult sports programs. The site features bleachers adjacent to the basketball court, a pavilion with four picnic tables (2 had 12" extensions that would allow a wheelchair to fit under) and a bathhouse with a women and men's restroom. The bathhouse is only open during town sponsored activity hours and is reasonably accessible with a few minor contractor issues. A portable toilet was located a good distance away from the pavilion

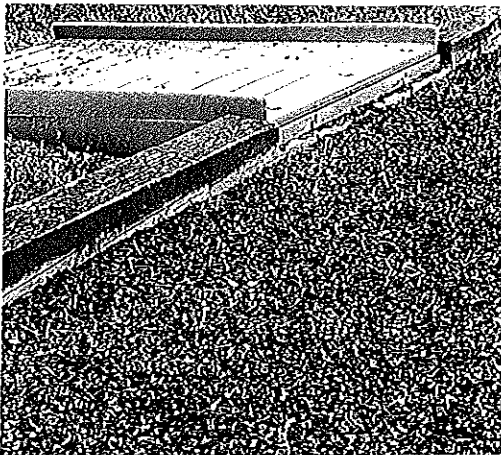
and is not accessible and it is not on an accessible route of travel. There are no designated parking spaces anywhere in this recreation area. Parking is off-street and has either unstable grass or gravel surfaces scattered throughout the various recreation areas. No accessible routes of travel exist to any of the play or seating areas. The play area lacks an accessible route of travel inside it due to the recycled rubber surface chips and although ramps are provided on each side, the transitions of the ramps to the play surface are three inches making them non-compliant. None of the play components are accessible. The Recreation Commission has a \$65,000 appropriation to renovate the playground area including the installation of a n accessible compliant surface, new play equipment and an accessible route of travel to the facility. Although compliant paths of travel and compliant seating exist within the tennis and basketball courts, access to this area is non-compliant as one must either go down a very steep asphalt walkway or through sand and grass. Entrance to the skate park is also non-compliant due to the exceedingly steep unfinished dirt and stone surface approach. The beach is a typical sandy beach with no accessible route of travel to the water.

<u>General Description of Obstacle Which Limits Mobility or Access</u>	<u>Type of Action to be Taken</u>	<u>P</u>	<u>F</u>	<u>Cost Estimate</u>
1. No designated accessible parking space, line striping or compliant signage.	Surface an approximately 600 s.f. area to create a firm and level parking area. Designate one 8' wide van accessible parking space and one 8' passenger vehicle accessible space with a shared 8' wide accessible access aisle. Provide related striping. Accessible signage must be placed in front of each space and at a height of between 5' and 8' to the top of the sign.	1	2	\$1,500
2. No accessible route of travel exists to the courts, bleachers, skate park, pavilion, play area, and beach.	Construct a 48" wide w/36" clear width accessible pathway to the courts, bleachers, pavilion, beach, skate park and concession stand. Insure that bleachers have compliant companion space for wheelchairs along the accessible route.	1	3	\$10,000
3. Lack of railings in bleachers.	Install accessible compliant railings.	4	3	\$350
4. No accessible play components	When play equipment is replaced, upgraded or expanded, install accessible play components.	4	3	\$10,000
5. No accessible route of travel exists entirely around or to and within the play facility.	Construct a 48" wide w/36" clear width accessible pathway to and around the play area. In addition consider the installation of a stable, firm and slip-resistant as well as "impact attenuating" surface around and to play equipment. Acceptable materials include interlocking rubber matting, plastic matting, poured in place rubber surfacing and specially bonded wood fibers.	4	3	\$20,000
6. Ramps to play area have change in surface levels in excess of 3".	Ensure that this surface level change is eliminated either by raising the compliant surface material 3" or cut into wooden boarders and create level entrances.	2	2	\$200
7. Portable toilet is not accessible and is not located on an accessible route of travel.	Replace existing portable toilet with an accessible portable toilet and relocate on an accessible route of travel.	3	1	\$0
8. Water fountain button by the courts has a 7 lb push force to operate.	Adjust so that push forces is 5 lbs or less.	4	2	\$50
9. Path of travel is reduced to 31" in the tennis court adjacent to the basketball court due to placement of bench.	Move bench away from the tennis net post to allow 36" minimum clearance.	2	1	\$0

Cedar Lake Recreation Area continued

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|---|--|----------------------|
| <p>10. Men's restroom- Lack of accessible signage. The toilet has the flush control on the wall side and is mounted 4" beyond the maximum allowed 18" from wall to centerline. The coat hook is mounted 9" higher than the 54" max allowed for side approach on the stall door, which also does not self-close. The mirror is mounted 9" higher than the max-allowed 40" from the bottom to the finished floor.</p> | <p>Install accessible compliant signage with appropriate finish and contrast and character height and proportions, raised and Brailled characters should also be included, signage should be mounted at 60" a.f.f. Move flush control to the wide side of the toilet stall. Move toilet 4" closer to sidewall. Lower coat hook 9" to 54" for side approach and lower sink mirror 9". Adjust stall door so that it self-closes.</p> | <p>3 3 \$750 +/-</p> |
| <p>11. Woman's restroom- Lack of accessible signage. The toilet is mounted 5" beyond the maximum allowed 18" from the wall to the centerline. The stall door does not self-close and the coat hook is mounted 10" higher than the maximum allowed 54" for side approach. The mirror is mounted 8" higher than the max-allowed 40" from the bottom to the finished floor.</p> | <p>Install accessible compliant signage with appropriate finish and contrast and character height and proportions, raised and Brailled characters should also be included, signage should be mounted at 60" a.f.f. Move toilet 5" closer to the side-wall. Adjust stall door so that it self closes. Mount coat hook 10" lower to 54" a.f.f. Lower mirror 8" to 40" from the bottom of it to the floor</p> | <p>3 3 \$750 +/-</p> |

Total \$33,600

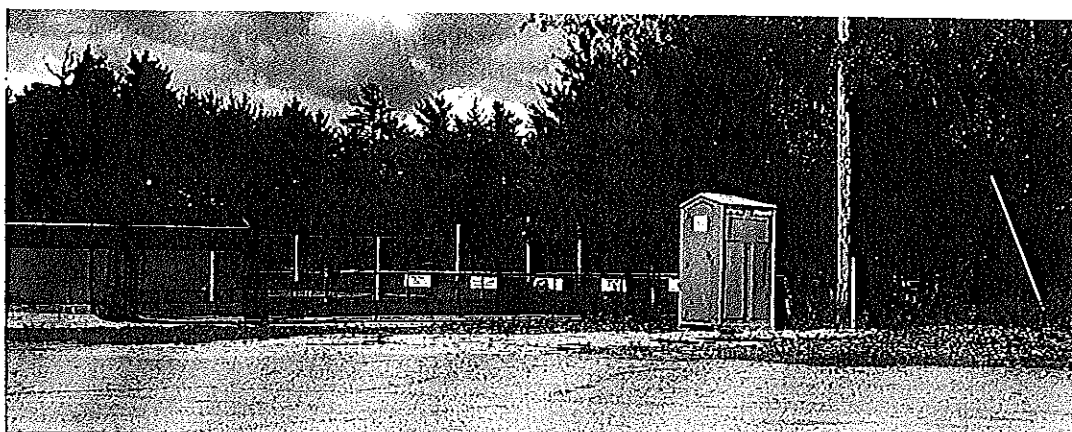


Town Barn Athletic Fields: Town-wide recreational complex consisting of a youth baseball field, youth softball/soccer fields, bleachers and portable toilets. These two fields are located on New Boston Road Ext., beyond the DPW Garage. There are no designated parking spaces with all parking occurring on either grass or dirt areas. There are no accessible paths of travel to the fields or seating areas. Each field has a portable toilet but they are not ADA compliant, nor are they on an accessible route of travel.

The first field is set up for youth little league baseball (ages 5-15) and features on-grade dugouts for the players and coaches. These dugouts are compliant when it comes to accessible seating and space. However, there is a 2- inch change in surface level between the field and the cement flooring of the dugouts. There is a batting cage adjacent to the baseball field with a hard packed dirt surface with non-compliant access due to the netting and frame. As this facility is upgraded and modified, all obstructions to access will need to be removed. There are two sets of aluminum bleachers down the right field line, but they lack accessible compliant railings. The area around the bleachers is flat, so it could accommodate accessible seating if an accessible path of travel were in place. Most spectators opt to sit behind the backstop using their own portable chairs.

The second field is used for girls softball and youth soccer practice. Access is over grass from the dirt road. There are no accessible routes of travel to the playing fields, bleachers or non-compliant portable toilet. There is one small set of wooden bleachers which lacks railings. The area around these bleachers is flat, which could reasonably accommodate wheelchair seating if a firm, hard, stable surface were in place.

<u>General Description of Obstacle Which Limits Mobility or Access</u>	<u>Type of Action to be Taken</u>	<u>P</u>	<u>F</u>	<u>Cost Estimate</u>
1. <i>No designated accessible parking spaces, line striping or compliant signage exist at either field.</i>	<i>For each field, surface an approximately 600 s.f. area to create a firm and level parking area. Designate one 8' wide van accessible parking space with a 8' wide accessible access aisle. Provide related striping. Accessible signage must be at a height of between 5' and 8' to the top of the sign.</i>	1	2	\$3,000
2. <i>No accessible route of travel exists to the playing fields, bleachers, batting cage and portable toilets.</i>	<i>Construct a 48" wide w/36" clear width accessible pathway to the playing field, bleachers, batting cage, and portable toilet. Insure that bleachers have compliant companion space for wheelchairs along the accessible route.</i>	1	3	\$15,000 +/-
3. <i>Lack of railings in bleachers at both fields.</i>	<i>Install accessible compliant railings.</i>	4	3	\$400
4. <i>Portable toilets are not accessible and are not located on an accessible route of travel.</i>	<i>Replace existing portable toilet with an accessible portable toilet and relocate on an accessible route of travel.</i>	3	1	\$0
				Total \$18,400+

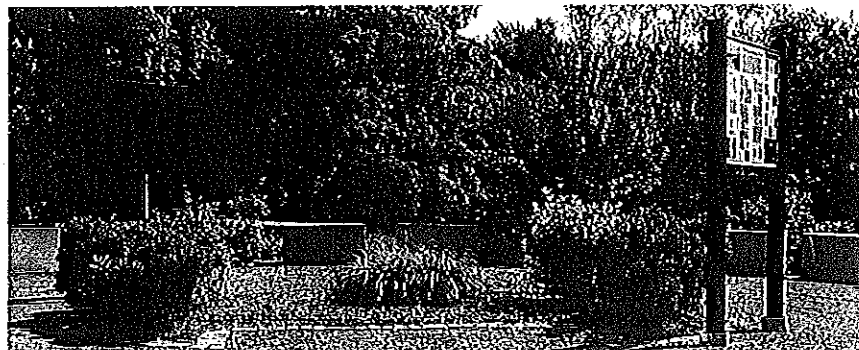


Turner's Field: Town-wide recreational area consisting of a baseball field, bleachers and a portable toilet. This field is located on Turners Club Road that is paved but narrow and in disrepair. There are no designated parking spaces at the field itself. Parking is provided behind the Millyard Market Place where there are five spaces designated as handicapped parking. However, none are van-accessible and only two of these spaces have compliant aboveground signage with no access aisles. It is also a long distance through the back of the Millyard parking lot, along a connecting road that's in disrepair through the parking area for Brier Patch Building tenants to the field. There are no accessible paths of travel to the field or seating areas. There is a portable toilet but it is not ADA compliant, nor is it on an accessible route of travel.

<u>General Description of Obstacle Which Limits Mobility or Access</u>	<u>Type of Action to be Taken</u>	<u>P</u>	<u>F</u>	<u>Cost Estimate</u>
1. No designated accessible parking spaces, line striping or compliant signage exist at the field.	Surface an approximately 600 s.f. area to create a firm and level parking area. Designate one 8' wide van accessible parking space with a 8' wide accessible access aisle. Provide related striping. Accessible signage must be at a height of between 5' and 8' to the top of the sign.	1	2	\$1,500
2. No accessible route of travel exists to the baseball field, bleachers and portable toilet.	Construct a 48" wide w/36" clear width accessible pathway to the playing fields, bleachers, and portable toilet. Insure that bleachers have compliant companion space for wheelchairs along the accessible route.	1	3	\$15,000+/-
3. Portable toilet is not accessible and is not located on an accessible route of travel.	Replace existing portable toilet with an accessible portable toilet and relocate on an accessible route of travel.	3	1	\$0
4. Lack of railings in bleachers.	Install accessible compliant railings.	4	3	\$300
				Total \$16,800+

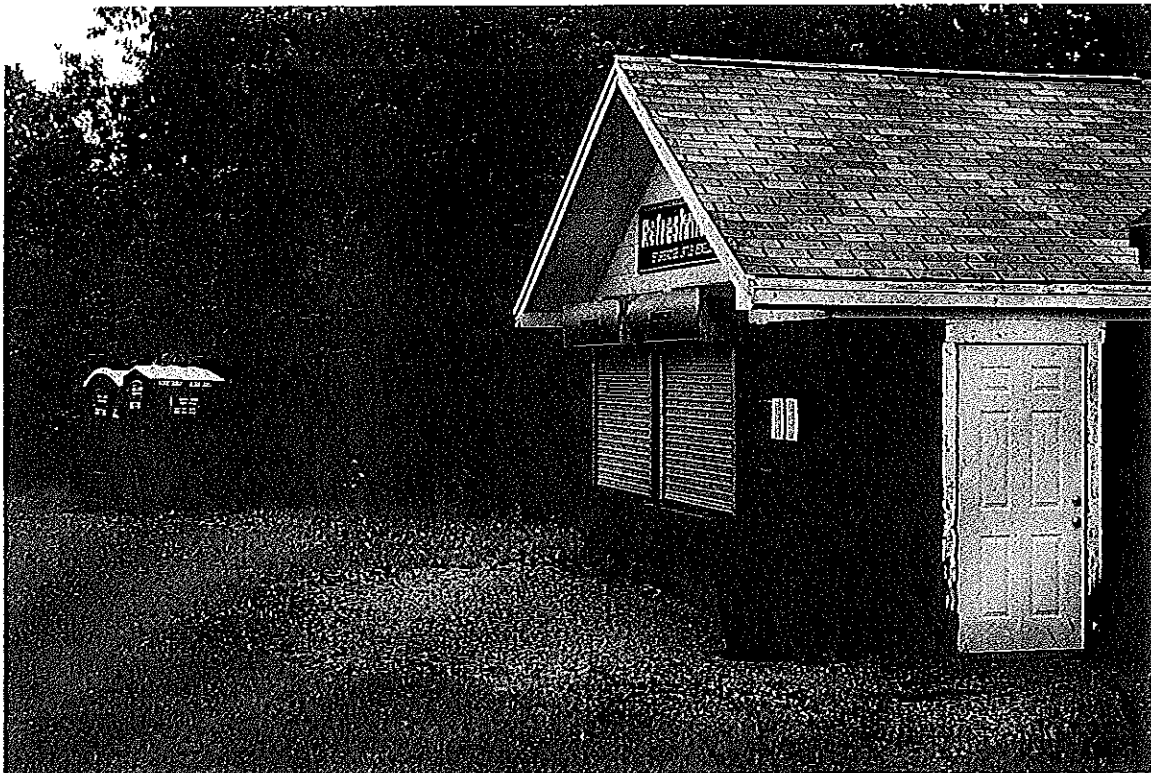


Millyard Market Place Park: Small Circular Park located between the Millyard Market Place and the Brier Patch building . Access to the two informational kiosks located in the center is on a surface that is a combination of sand and stone dust. The outer edge of this park is surrounded by large rectangular cement blocks. No benches are provided. With the exception of a couple soft spots on the surface, access to the kiosks and the view of the Quinebaug River is reasonably compliant. In future upgrades, it is recommended that adding more stone dust and keeping it compacted will create a more firm, hard and stable surface.



Sturbridge Little League baseball fields (at Burgess Elementary School): Little league ball fields consisting of 2 baseball fields, dugouts, a concession stand and 2 portable bathrooms (one accessible, one regular). Neither of the portable bathrooms are on an accessible route of travel. Although there are 2 designated accessible spaces (only one with compliant signage) and an access aisle, the cross slopes exceed the maximum allowable 2.0%.

<u>General Description of Obstacle Which Limits Mobility or Access</u>	<u>Type of Action to be Taken</u>	<u>P</u>	<u>F</u>	<u>Cost Estimate</u>
1. Lack of compliant designated accessible parking spaces, line striping and fully compliant signage.	Relocate "accessible" parking to a level area and reconstruct to create compliant firm and level parking spaces. Designate one 8' wide van accessible parking space and an 8' wide passenger vehicle space with a shared 8' wide accessible access aisle. Provide related striping. Accessible signage must be at a height of between 5' and 8' to the top of the sign.	1	2	\$2,000
2. No accessible route of travel exists to the baseball fields, concession stand and accessible portable toilet.	Construct a 48" wide w/36" clear width accessible pathway to the playing fields, concession stand and accessible portable toilet.	1	3	\$20,000 +/-
3. Portable toilet is not located on an accessible route of travel.	Relocate accessible portable toilet to an accessible route of travel.	3	1	\$0
				Total \$22,000+





Town of Sturbridge

Leon A. Gaumond Jr., Town Administrator

August 28, 2018

RE: Town of Sturbridge Employment Practices

To Whom It May Concern:

This Correspondence shall confirm that the employment practices of the Town of Sturbridge comply with the Americans with Disabilities Act, including:

Recruitment
Personnel Actions
Leave Administration
Training
Tests
Medical Exams/Questionnaires
Social and Recreational Programs
Fringe Benefits
Collective Bargaining Agreements
Wage and Salary Administration

With warmest regards,

TOWN OF STURBRIDGE



LEON A. GAUMOND JR.
Town Administrator

ADA Self-Evaluation for Sturbridge, Massachusetts. Included are all Town Owned Recreation and Conservation Lands.

**LOCATION: Plimpton Community Forest –
(7 Allen Road, 277 New Boston Road)**

PARKING			No official parking lot. Informal parking for 4-6 cars. Future lot will be accessible.
RAMPS			N/A
SITE ACCESS, PATH OF TRAVEL, ENTRANCES			N/A
STAIRS AND DOORS			N/A
RESTROOMS			N/A
FLOORS, DRINKING FOUNTAINS, TELEPHONES			N/A
SIGNS, SIGNALS, AND SWITCHES			N/A
SWIMMING POOLS			N/A
SHOWER ROOMS			N/A
PICNICKING			N/A

**LOCATION: Long Pond Conservation Areas –
(197 Brookfield Road, 45 Champeaux Road, 55 Champeaux Road)**

PARKING			No official parking lot. Informal parking.
RAMPS			N/A
SITE ACCESS, PATH OF TRAVEL, ENTRANCES			N/A
STAIRS AND DOORS			N/A
RESTROOMS			N/A
FLOORS, DRINKING FOUNTAINS, TELEPHONES			N/A
SIGNS, SIGNALS, AND SWITCHES			N/A
SWIMMING POOLS			N/A
SHOWER ROOMS			N/A
PICNICKING			N/A

LOCATION: 67 Clarke Road

PARKING			No parking lot.
RAMPS			N/A
SITE ACCESS, PATH OF TRAVEL, ENTRANCES			N/A
STAIRS AND DOORS			N/A
RESTROOMS			N/A
FLOORS, DRINKING FOUNTAINS, TELEPHONES			N/A
SIGNS, SIGNALS, AND SWITCHES			N/A
SWIMMING POOLS			N/A
SHOWER ROOMS			N/A
PICNICKING			N/A

LOCATION: 75 Farquhar Road

PARKING		No parking lot.
RAMPS		N/A
SITE ACCESS, PATH OF TRAVEL, ENTRANCES		N/A
STAIRS AND DOORS		N/A
RESTROOMS		N/A
FLOORS, DRINKING FOUNTAINS, TELEPHONES		N/A
SIGNS, SIGNALS, AND SWITCHES		N/A
SWIMMING POOLS		N/A
SHOWER ROOMS		N/A
PICNICKING		N/A

LOCATION: 47 Finlay Road

PARKING		No parking lot.
RAMPS		N/A
SITE ACCESS, PATH OF TRAVEL, ENTRANCES		N/A
STAIRS AND DOORS		N/A
RESTROOMS		N/A
FLOORS, DRINKING FOUNTAINS, TELEPHONES		N/A
SIGNS, SIGNALS, AND SWITCHES		N/A
SWIMMING POOLS		N/A
SHOWER ROOMS		N/A
PICNICKING		N/A

**LOCATION: Riverlands –
(51 & 55 Holland Road, 52 Stallion Hill Road)**

PARKING		Informal parking lot for several cars off Stallion Hill Road.
RAMPS		N/A
SITE ACCESS, PATH OF TRAVEL, ENTRANCES		Project is in development, creating trails, bridge crossings, and parking.
STAIRS AND DOORS		N/A
RESTROOMS		N/A
FLOORS, DRINKING FOUNTAINS, TELEPHONES		N/A
SIGNS, SIGNALS, AND SWITCHES		N/A
SWIMMING POOLS		N/A
SHOWER ROOMS		N/A
PICNICKING		N/A

LOCATION: 50 Holland Road

PARKING		No parking.
RAMPS		N/A
SITE ACCESS, PATH OF TRAVEL, ENTRANCES		N/A
STAIRS AND DOORS		N/A
RESTROOMS		N/A
FLOORS, DRINKING FOUNTAINS, TELEPHONES		N/A
SIGNS, SIGNALS, AND SWITCHES		N/A
SWIMMING POOLS		N/A
SHOWER ROOMS		N/A
PICNICKING		N/A

NOTES: adjacent Grand Trunk Trail and Riverlands

**LOCATION: Stony Brook Drive -
(Numbers 20, 25, 26, 27, 28, 30)**

PARKING		No parking lot. Access for neighborhood residents by foot.
RAMPS		N/A
SITE ACCESS, PATH OF TRAVEL, ENTRANCES		No established trails.
STAIRS AND DOORS		N/A
RESTROOMS		N/A
FLOORS, DRINKING FOUNTAINS, TELEPHONES		N/A
SIGNS, SIGNALS, AND SWITCHES		N/A
SWIMMING POOLS		N/A
SHOWER ROOMS		N/A
PICNICKING		N/A

LOCATION: 43 Old Mashapaug Road

PARKING		No parking lot.
RAMPS		N/A
SITE ACCESS, PATH OF TRAVEL, ENTRANCES		N/A
STAIRS AND DOORS		N/A
RESTROOMS		N/A
FLOORS, DRINKING FOUNTAINS, TELEPHONES		N/A
SIGNS, SIGNALS, AND SWITCHES		N/A
SWIMMING POOLS		N/A
SHOWER ROOMS		N/A
PICNICKING		N/A

LOCATION: Regep Lane (Numbers 5 & 8)

PARKING		No parking lot.
RAMPS		N/A
SITE ACCESS, PATH OF TRAVEL, ENTRANCES		N/A
STAIRS AND DOORS		N/A
RESTROOMS		N/A
FLOORS, DRINKING FOUNTAINS, TELEPHONES		N/A
SIGNS, SIGNALS, AND SWITCHES		N/A
SWIMMING POOLS		N/A
SHOWER ROOMS		N/A
PICNICKING		N/A

LOCATION: Shepard Parcel – #80 Route 15

PARKING		No parking lot.
RAMPS		N/A
SITE ACCESS, PATH OF TRAVEL, ENTRANCES		Development of lot still in planning; old cart path in existence.
STAIRS AND DOORS		N/A
RESTROOMS		N/A
FLOORS, DRINKING FOUNTAINS, TELEPHONES		N/A
SIGNS, SIGNALS, AND SWITCHES		N/A
SWIMMING POOLS		N/A
SHOWER ROOMS		N/A
PICNICKING		N/A

LOCATION: 234 & 236 Walker Road

PARKING		No parking lot.
RAMPS		N/A
SITE ACCESS, PATH OF TRAVEL, ENTRANCES		N/A
STAIRS AND DOORS		N/A
RESTROOMS		N/A
FLOORS, DRINKING FOUNTAINS, TELEPHONES		N/A
SIGNS, SIGNALS, AND SWITCHES		N/A
SWIMMING POOLS		N/A
SHOWER ROOMS		N/A
PICNICKING		N/A

LOCATION: 32 Warren Road

PARKING		No parking lot.
RAMPS		N/A
SITE ACCESS, PATH OF TRAVEL, ENTRANCES		N/A
STAIRS AND DOORS		N/A
RESTROOMS		N/A
FLOORS, DRINKING FOUNTAINS, TELEPHONES		N/A
SIGNS, SIGNALS, AND SWITCHES		N/A
SWIMMING POOLS		N/A
SHOWER ROOMS		N/A
PICNICKING		N/A

LOCATION: Brook Hill Open Space (305 Brookfield Road)

PARKING		No parking lot.
RAMPS		N/A
SITE ACCESS, PATH OF TRAVEL, ENTRANCES		N/A
STAIRS AND DOORS		N/A
RESTROOMS		N/A
FLOORS, DRINKING FOUNTAINS, TELEPHONES		N/A
SIGNS, SIGNALS, AND SWITCHES		N/A
SWIMMING POOLS		N/A
SHOWER ROOMS		N/A
PICNICKING		N/A

NOTES: Subdivision open space

LOCATION: 272 Mass Turnpike

PARKING		No parking lot.
RAMPS		N/A
SITE ACCESS, PATH OF TRAVEL, ENTRANCES		N/A
STAIRS AND DOORS		N/A
RESTROOMS		N/A
FLOORS, DRINKING FOUNTAINS, TELEPHONES		N/A
SIGNS, SIGNALS, AND SWITCHES		N/A
SWIMMING POOLS		N/A
SHOWER ROOMS		N/A
PICNICKING		N/A

NOTES: Open Space adjacent Opacum Woods

LOCATION: 13 Cross Road

PARKING			No parking.
RAMPS			N/A
SITE ACCESS, PATH OF TRAVEL, ENTRANCES			N/A
STAIRS AND DOORS			N/A
RESTROOMS			N/A
FLOORS, DRINKING FOUNTAINS, TELEPHONES			N/A
SIGNS, SIGNALS, AND SWITCHES			N/A
SWIMMING POOLS			N/A
SHOWER ROOMS			N/A
PICNICKING			N/A

NOTES: Hamant Brook**LOCATION: 196 Leadmine Road**

PARKING			No parking at this lot; parking is at 197 Leadmine Road.
RAMPS			N/A
SITE ACCESS, PATH OF TRAVEL, ENTRANCES			N/A
STAIRS AND DOORS			N/A
RESTROOMS			N/A
FLOORS, DRINKING FOUNTAINS, TELEPHONES			N/A
SIGNS, SIGNALS, AND SWITCHES			N/A
SWIMMING POOLS			N/A
SHOWER ROOMS			N/A
PICNICKING			N/A

NOTES: Part of Heins Farm**LOCATION: Heins Farm (200 Leadmine Road)**

PARKING			Parking available at 197 Leadmine Road
RAMPS			N/A
SITE ACCESS, PATH OF TRAVEL, ENTRANCES			N/A
STAIRS AND DOORS			N/A
RESTROOMS			N/A
FLOORS, DRINKING FOUNTAINS, TELEPHONES			N/A
SIGNS, SIGNALS, AND SWITCHES			N/A
SWIMMING POOLS			N/A
SHOWER ROOMS			N/A
PICNICKING			N/A

NOTES: Part of Heins Farm

LOCATION: 469A Main Street

PARKING			N/A
RAMPS			N/A
SITE ACCESS, PATH OF TRAVEL, ENTRANCES			N/A
STAIRS AND DOORS			N/A
RESTROOMS			N/A
FLOORS, DRINKING FOUNTAINS, TELEPHONES			N/A
SIGNS, SIGNALS, AND SWITCHES			N/A
SWIMMING POOLS			N/A
SHOWER ROOMS			N/A
PICNICKING			N/A

NOTES: Land locked parcel. Possible connection between Riverlands and Commercial Tourist District

LOCATION: Turner's Club Field (529 & 547 Main Street)

PARKING			Informal parking along access driveway
RAMPS			N/A
SITE ACCESS, PATH OF TRAVEL, ENTRANCES			N/A
STAIRS AND DOORS			N/A
RESTROOMS			Handicap portable bathroom in season.
FLOORS, DRINKING FOUNTAINS, TELEPHONES			N/A
SIGNS, SIGNALS, AND SWITCHES			N/A
SWIMMING POOLS			N/A
SHOWER ROOMS			N/A
PICNICKING			N/A

NOTES: Possible connection between Riverlands and Commercial Tourist District

LOCATION: 153 Walker Pond Road (Boat Launch)

PARKING			Parking for 4-6 cars
RAMPS			N/A
SITE ACCESS, PATH OF TRAVEL, ENTRANCES			N/A
STAIRS AND DOORS			N/A
RESTROOMS			N/A
FLOORS, DRINKING FOUNTAINS, TELEPHONES			N/A
SIGNS, SIGNALS, AND SWITCHES			N/A
SWIMMING POOLS			N/A
SHOWER ROOMS			N/A
PICNICKING			One regular picnic table tucked at the side of the parking area.

NOTES: Sloped dirt parking lot at area used for Walker Pond Boat access.

LOCATION: 529 Leadmine Road

PARKING			No parking lot.
RAMPS			N/A
SITE ACCESS, PATH OF TRAVEL, ENTRANCES			N/A
STAIRS AND DOORS			N/A
RESTROOMS			N/A
FLOORS, DRINKING FOUNTAINS, TELEPHONES			N/A
SIGNS, SIGNALS, AND SWITCHES			N/A
SWIMMING POOLS			N/A
SHOWER ROOMS			N/A
PICNICKING			N/A

LOCATION: 549 Main Street (Fiskedale Mill Park)

PARKING			
Total Spaces: none	Required Accessible Spaces: none		
RAMPS			N/A
SITE ACCESS, PATH OF TRAVEL, ENTRANCES			
<i>Specification</i>	<i>Yes</i>	<i>No</i>	<i>Comments/Transition Notes</i>
Site Access			
Accessible path of travel from passenger disembarking area and parking area to accessible entrance		X	Access is via sidewalk; no specific parking lot for this site.
Disembarking area at accessible entrance		X	
Surface evenly spaced or hard-packed	X		
No ponding of water	X		
Path of travel			
Path does not require the use of stairs	X		
Path is stable, firm and slip resistant	X		
3 ft wide minimum	X		
Slope maximum 1:20 (5%) and maximum cross pitch is 2% (1:50)	X		
Continuous common surface, no changes in level greater than 1/2"	X		
Any objects protruding onto the pathway must be detected by a person with a visual disability using cane	X		
Objects protruding more than 4" from the wall must be within 27" of the ground, or higher than 80"	X		
Curb on pathway must have curb cuts at drives, parking and drop-offs			N/A
STAIRS AND DOORS			
<i>Specification</i>	<i>Yes</i>	<i>No</i>	<i>Comments/Transition Notes</i>
Stairs			
No open risers		X	
Nosings not projecting		X	
Treads no less than 11" wide		X	
Handrails on both sides		X	No handrails present
Handrails 34"-38" above tread		X	
Handrail extends a minimum of 1 ft beyond top and bottom riser (if no safety hazard and space permits)		X	
Handgrip oval or round		X	

Handgrip has a smooth surface		X	
Handgrip diameter between 1¼" and 1½"		X	
1½" clearance between wall and handrail		X	
Doors			N/A
RESTROOMS			N/A
FLOORS, DRINKING FOUNTAINS, TELEPHONES			N/A
SIGNS, SIGNALS, AND SWITCHES			N/A
SWIMMING POOLS			N/A
SHOWER ROOMS			N/A
PICNICKING			N/A

LOCATION: 46 Holland Road (Grand Trunk Trail access)

PARKING			
Total Spaces: 4-6 cars		Accessible Spaces: 0	
Specification for Accessible Spaces	Yes	No	Comments/Transition Notes
Accessible space located closest to accessible entrance	X		There is no signage specific for accessible spaces, but there is parking immediately adjacent the trailhead.
Where spaces cannot be located within 200 ft of accessible entrance, drop-off area is provided within 100 ft		X	
Minimum width of 13ft includes 8ft space plus 5 ft access aisle		X	
Van space – minimum of 1 van space for every accessible space, 8 ft wide plus 8 ft aisle. Alternative is to make accessible spaces 11 ft wide with 5 ft aisle		X	
Sign with international symbol of accessibility at each space or pair of spaces		X	No signage
Sign minimum 5 ft, maximum 8 ft to top of sign		X	
Surface evenly paved or hard-packed (no cracks)		X	
Surface slopes of less than 1:20, 5%		X	
Curbscut to pathway from parking lot at each space or pair of spaces, if sidewalk (curb) is present			N/A
Curbscut is a minimum of 3 ft, excluding sloped sides, has sloped sides, all slopes not to exceed 1:12, and textured or yellow paint			N/A
RAMPS			N/A
SITE ACCESS, PATH OF TRAVEL, ENTRANCES			
Specification	Yes	No	Comments/Transition Notes
Site Access			
Accessible path of travel from passenger disembarking area and parking area to accessible entrance	X		
Disembarking area at accessible entrance	X		
Surface evenly spaced or hard-packed	X		
No ponding of water	X		
Path of travel			
Path does not require the use of stairs	X		
Path is stable, firm and slip resistant	X		
3 ft wide minimum	X		
Slope maximum 1:20 (5%) and maximum cross pitch is 2% (1:50)	X		
Continuous common surface, no changes in level greater than ½"		X	

Any objects protruding onto the pathway must be detected by a person with a visual disability using cane	X		
Objects protruding more than 4" from the wall must be within 27" of the ground, or higher than 80"			N/A
Curb on pathway must have curb cuts at drives, parking and drop-offs			N/A
STAIRS AND DOORS			N/A
RESTROOMS			N/A
FLOORS, DRINKING FOUNTAINS, TELEPHONES			N/A
SIGNS, SIGNALS, AND SWITCHES			N/A
SWIMMING POOLS			N/A
SHOWER ROOMS			N/A
PICNICKING			N/A

LOCATION: Town Common – Bandstand (278 Main Street)

PARKING			
Total Spaces: 0		Accessible Spaces: 0	
RAMPS			
<i>Specification</i>	<i>Yes</i>	<i>No</i>	<i>Comments/Transition Notes</i>
Slope Maximum 1:12	X		
Minimum width 4 ft between handrails	X		
Handrails on both sides if ramp is longer than 6 ft	X		
Handrails at 34" and 19" from ramp surface	X		
Handrails extend 12" beyond top and bottom	X		
Handgrip oval or round	X		
Handgrip smooth surface			Needs repainting
Handgrip diameter between 1¼" and 2"	X		
Clearance of 1½" between wall and wall rail	X		
Non-slip surface	X		
Level platforms (4ft x 4ft) at every 30ft, at top, at bottom, at change of direction	X		
SITE ACCESS, PATH OF TRAVEL, ENTRANCES			
<i>Specification</i>	<i>Yes</i>	<i>No</i>	<i>Comments/Transition Notes</i>
Site Access			
Accessible path of travel from passenger disembarking area and parking area to accessible entrance	X		
Disembarking area at accessible entrance	X		
Surface evenly spaced or hard-packed	X		
No ponding of water	X		
Path of travel			
Path does not require the use of stairs	X		
Path is stable, firm and slip resistant			N/A
3 ft wide minimum	X		
Slope maximum 1:20 (5%) and maximum cross pitch is 2% (1:50)	X		
Continuous common surface, no changes in level greater than ½"		X	
Any objects protruding onto the pathway must be detected by a person with a visual disability	X		

using cane			
Objects protruding more than 4" from the wall must be within 27" of the ground, or higher than 80"			N/A
Curb on pathway must have curb cuts at drives, parking and drop-offs			N/A
STAIRS AND DOORS			N/A
RESTROOMS			Portable bathroom available seasonally
FLOORS, DRINKING FOUNTAINS, TELEPHONES			N/A
SIGNS, SIGNALS, AND SWITCHES			N/A
SWIMMING POOLS			N/A
SHOWER ROOMS			N/A
PICNICKING			
<i>Specification</i>	<i>Yes</i>	<i>No</i>	<i>Comments/Transition Notes</i>
A minimum of 5% of the total tables must be accessible with clear space under the table top not less than 30" wide and 19" deep per seating space and not less than 27" clear from the ground to the underside of the table. An additional 29" clear space (totaling 48") must extend beyond the 19" clear space under the table to provide access		X	
For tables without toe clearance, the knee space under the table must be at least 28" high, 30" wide and 24" deep.			N/A
Top of table no higher than 32" above ground	X		
Surface of the clear ground space under and around the table must be stable, firm and slipresistant, and evenly graded with a maximum slope of 2% in all directions		X	
Accessible tables, grills and fire rings must have clear ground space of at least 36" around the perimeter	X		

LOCATION: Cedar Street Recreation Area

PARKING			
Total Spaces: 4-10		Accessible Spaces: 0	
<i>Specification for Accessible Spaces</i>	<i>Yes</i>	<i>No</i>	<i>Comments/Transition Notes</i>
Accessible space located closest to accessible entrance		X	
Where spaces cannot be located within 200 ft of accessible entrance, drop-off area is provided within 100 ft		X	
Minimum width of 13ft includes 8ft space plus 5 ft access aisle		X	
Van space – minimum of 1 van space for every accessible space, 8 ft wide plus 8 ft aisle. Alternative is to make accessible spaces 11 ft wide with 5 ft aisle		X	
Sign with international symbol of accessibility at each space or pair of spaces		X	
Sign minimum 5 ft, maximum 8 ft to top of sign		X	
Surface evenly paved or hard-packed (no cracks)		X	

Surface slopes of less than 1:20, 5%		X	
Curbside to pathway from parking lot at each space or pair of spaces, if sidewalk (curb) is present			N/A
Curbside is a minimum of 3 ft, excluding sloped sides, has sloped sides, all slopes not to exceed 1:12, and textured or yellow paint			N/A
RAMPS			N/A
SITE ACCESS, PATH OF TRAVEL, ENTRANCES			Not ADA accessible
STAIRS AND DOORS			Not ADA accessible
RESTROOMS			Portable restrooms seasonally
FLOORS, DRINKING FOUNTAINS, TELEPHONES	Yes	No	Comments/Transition Notes
SIGNS, SIGNALS, AND SWITCHES			N/A
SWIMMING POOLS			N/A
SHOWER ROOMS			N/A
PICNICKING			
<i>Specification</i>	<i>Yes</i>	<i>No</i>	<i>Comments/Transition Notes</i>
A minimum of 5% of the total tables must be accessible with clear space under the table top not less than 30" wide and 19" deep per seating space and not less than 27" clear from the ground to the underside of the table. An additional 29" clear space (totaling 48") must extend beyond the 19" clear space under the table to provide access	X		
For tables without toe clearance, the knee space under the table must be at least 28" high, 30" wide and 24" deep.	X		
Top of table no higher than 32" above ground	X		
Surface of the clear ground space under and around the table must be stable, firm and slip resistant, and evenly graded with a maximum slope of 2% in all directions		X	
Accessible tables, grills and fire rings must have clear ground space of at least 36" around the perimeter		X	

LOCATION: Town Barn Fields (69 Route 84)

PARKING			
Total Spaces: at least up to 25	Accessible Spaces 0		
<i>Specification for Accessible Spaces</i>	<i>Yes</i>	<i>No</i>	<i>Comments/Transition Notes</i>
Accessible space located closest to accessible entrance			
Where spaces cannot be located within 200 ft of accessible entrance, drop-off area is provided within 100 ft			
Minimum width of 13ft includes 8ft space plus 5 ft access aisle			
Van space - minimum of 1 van space for every accessible space, 8 ft wide plus 8 ft aisle. Alternative is to make accessible spaces 11 ft wide with 5 ft aisle			
Sign with international symbol of accessibility at each space or pair of spaces			
Sign minimum 5 ft, maximum 8 ft to top of sign			
Surface evenly paved or hard-packed (no cracks)			

Surface slopes of less than 1:20, 5%			
Curbside to pathway from parking lot at each space or pair of spaces, if sidewalk (curb) is present			
Curbside is a minimum of 3 ft, excluding sloped sides, has sloped sides, all slopes not to exceed 1:12, and textured or yellow paint			
RAMPS			N/A
SITE ACCESS, PATH OF TRAVEL, ENTRANCES			
<i>Specification</i>	<i>Yes</i>	<i>No</i>	<i>Comments/Transition Notes</i>
Site Access			
Accessible path of travel from passenger disembarking area and parking area to accessible entrance		X	
Disembarking area at accessible entrance		X	
Surface evenly spaced or hard-packed	X		
No ponding of water		X	
Path of travel			
Path does not require the use of stairs	X		
Path is stable, firm and slip resistant		X	
3 ft wide minimum	X		
Slope maximum 1:20 (5%) and maximum cross pitch is 2% (1:50)	X		
Continuous common surface, no changes in level greater than 1/2"	X		
Any objects protruding onto the pathway must be detected by a person with a visual disability using cane	X		
Objects protruding more than 4" from the wall must be within 27" of the ground, or higher than 80"	X		
Curbside on pathway must have curbside cuts at drives, parking and drop-offs			N/A
Entrances			N/A
STAIRS AND DOORS			N/A
RESTROOMS			Handicap portable restrooms in season.
FLOORS, DRINKING FOUNTAINS, TELEPHONES			N/A
SIGNS, SIGNALS, AND SWITCHES			N/A
SWIMMING POOLS			N/A
SHOWER ROOMS			N/A
PICNICKING			N/A

LOCATION: 197 Leadmine Road

PARKING			
Total Spaces: Up to 25		Accessible Spaces: 1	
<i>Specification for Accessible Spaces</i>	<i>Yes</i>	<i>No</i>	<i>Comments/Transition Notes</i>
Accessible space located closest to accessible entrance	X		
Where spaces cannot be located within 200 ft of accessible entrance, drop-off area is provided within 100 ft	X		
Minimum width of 13ft includes 8ft space plus 5 ft access aisle	X		
Van space – minimum of 1 van space for every accessible space, 8 ft wide plus 8 ft aisle. Alternative is to make accessible spaces 11 ft wide with 5 ft aisle	X		
Sign with international symbol of accessibility at each space or pair of spaces	X		
Sign minimum 5 ft, maximum 8 ft to top of sign	X		
Surface evenly paved or hard-packed (no cracks)	X		
Surface slopes of less than 1:20, 5%	X		
Curbcut to pathway from parking lot at each space or pair of spaces, if sidewalk (curb) is present			N/A
Curbcut is a minimum of 3 ft, excluding sloped sides, has sloped sides, all slopes not to exceed 1:12, and textured or yellow paint			N/A
RAMPS			N/A
SITE ACCESS, PATH OF TRAVEL, ENTRANCES			
<i>Specification</i>	<i>Yes</i>	<i>No</i>	<i>Comments/Transition Notes</i>
Site Access			
Accessible path of travel from passenger disembarking area and parking area to accessible entrance	X		
Disembarking area at accessible entrance	X		
Surface evenly spaced or hard-packed	X		
No ponding of water	X		
Path of travel			
Path does not require the use of stairs	X		
Path is stable, firm and slip resistant	X		
3 ft wide minimum	X		
Slope maximum 1:20 (5%) and maximum cross pitch is 2% (1:50)	X		
Continuous common surface, no changes in level greater than ½"	X		
Any objects protruding onto the pathway must be detected by a person with a visual disability using cane	X		
Objects protruding more than 4" from the wall must be within 27" of the ground, or higher than 80"	X		
Curb on pathway must have curb cuts at drives, parking and drop-offs	X		
Entrances			N/A
STAIRS AND DOORS			N/A
RESTROOMS			N/A
FLOORS, DRINKING FOUNTAINS, TELEPHONES			N/A
SIGNS, SIGNALS, AND SWITCHES			N/A
SWIMMING POOLS			N/A
SHOWER ROOMS			N/A
PICNICKING			N/A

LOCATION: 36 Shattuck Road

PARKING			Parking lot at 197 Leadmine
RAMPS			N/A
SITE ACCESS, PATH OF TRAVEL, ENTRANCES			N/A
STAIRS AND DOORS			N/A
RESTROOMS			N/A
FLOORS, DRINKING FOUNTAINS, TELEPHONES			N/A
SIGNS, SIGNALS, AND SWITCHES			N/A
SWIMMING POOLS			N/A
SHOWER ROOMS			N/A
PICNICKING			N/A

LOCATION: 127A Stallion Hill Road

PARKING			Parking lot at 197 Leadmine
RAMPS			N/A
SITE ACCESS, PATH OF TRAVEL, ENTRANCES			N/A
STAIRS AND DOORS			N/A
RESTROOMS			N/A
FLOORS, DRINKING FOUNTAINS, TELEPHONES			N/A
SIGNS, SIGNALS, AND SWITCHES			N/A
SWIMMING POOLS			N/A
SHOWER ROOMS			N/A
PICNICKING			N/A

LOCATION: 10 Shattuck Road

PARKING			Parking lot at 197 Leadmine
RAMPS			N/A
SITE ACCESS, PATH OF TRAVEL, ENTRANCES			N/A
STAIRS AND DOORS			N/A
RESTROOMS			N/A
FLOORS, DRINKING FOUNTAINS, TELEPHONES			N/A
SIGNS, SIGNALS, AND SWITCHES			N/A
SWIMMING POOLS			N/A
SHOWER ROOMS			N/A
PICNICKING			N/A

LOCATION: 712 Main Street – Boat Launch for Long Pond

PARKING			
Total Spaces: Up to 25		Accessible Spaces: Yes	
<i>Specification for Accessible Spaces</i>	<i>Yes</i>	<i>No</i>	<i>Comments/Transition Notes</i>
Accessible space located closest to accessible entrance	X		
Where spaces cannot be located within 200 ft of accessible entrance, drop-off area is provided within 100 ft	X		
Minimum width of 13ft includes 8ft space plus 5 ft access aisle	X		
Van space – minimum of 1 van space for every accessible space, 8 ft wide plus 8 ft aisle. Alternative is to make accessible spaces 11 ft wide with 5 ft aisle	X		
Sign with international symbol of accessibility at each space or pair of spaces	X		
Sign minimum 5 ft, maximum 8 ft to top of sign	X		
Surface evenly paved or hard-packed (no cracks)	X		
Surface slopes of less than 1:20, 5%	X		
Curbscut to pathway from parking lot at each space or pair of spaces, if sidewalk (curb) is present	X		
Curbscut is a minimum of 3 ft, excluding sloped sides, has sloped sides, all slopes not to exceed 1:12, and textured or yellow paint	X		
RAMPS			N/A
SITE ACCESS, PATH OF TRAVEL, ENTRANCES			
<i>Specification</i>	<i>Yes</i>	<i>No</i>	<i>Comments/Transition Notes</i>
Site Access			
Accessible path of travel from passenger disembarking area and parking area to accessible entrance	X		
Disembarking area at accessible entrance	X		
Surface evenly spaced or hard-packed	X		
No ponding of water	X		
Path of travel			
Path does not require the use of stairs	X		
Path is stable, firm and slip resistant	X		

3 ft wide minimum	X		
Slope maximum 1:20 (5%) and maximum cross pitch is 2% (1:50)	X		
Continuous common surface, no changes in level greater than ½"	X		
Any objects protruding onto the pathway must be detected by a person with a visual disability using cane	X		
Objects protruding more than 4" from the wall must be within 27" of the ground, or higher than 80"	X		
Curb on pathway must have curb cuts at drives, parking and drop-offs	X		
Entrances			N/A
STAIRS AND DOORS			N/A
RESTROOMS			N/A
FLOORS, DRINKING FOUNTAINS, TELEPHONES			N/A
SIGNS, SIGNALS, AND SWITCHES			N/A
SWIMMING POOLS			N/A
SHOWER ROOMS			N/A
PICNICKING			N/A

LOCATION: 319 and 320 Brookfield Road (Tantasqua Regional Schools)

PARKING			
Total Spaces: 101-150		Required Accessible Spaces: 5 spaces	
<i>Specification for Accessible Spaces</i>	<i>Yes</i>	<i>No</i>	<i>Comments/Transition Notes</i>
Accessible space located closest to accessible entrance	X		
Where spaces cannot be located within 200 ft of accessible entrance, drop-off area is provided within 100 ft	X		
Minimum width of 13ft includes 8ft space plus 5 ft access aisle	X		
Van space – minimum of 1 van space for every accessible space, 8 ft wide plus 8 ft aisle. Alternative is to make accessible spaces 11 ft wide with 5 ft aisle	X		
Sign with international symbol of accessibility at each space or pair of spaces	X		
Sign minimum 5 ft, maximum 8 ft to top of sign	X		
Surface evenly paved or hard-packed (no cracks)	X		
Surface slopes of less than 1:20, 5%	X		
Curbcut to pathway from parking lot at each space or pair of spaces, if sidewalk (curb) is present	X		
Curbcut is a minimum of 3 ft, excluding sloped sides, has sloped sides, all slopes not to exceed 1:12, and textured or yellow paint	X		
RAMPS	X		
<i>Specification</i>	<i>Yes</i>	<i>No</i>	<i>Comments/Transition Notes</i>
Slope Maximum 1:12	X		
Minimum width 4 ft between handrails	X		
Handrails on both sides if ramp is longer than 6 ft	X		
Handrails at 34" and 19" from ramp surface	X		
Handrails extend 12" beyond top and bottom	X		
Handgrip oval or round	X		
Handgrip smooth surface	X		
Handgrip diameter between 1¼" and 2"	X		
Clearance of 1½" between wall and wall rail	X		
Non-slip surface	X		
Level platforms (4ft x 4ft) at every 30ft, at top, at	X		

bottom, at change of direction			
SITE ACCESS, PATH OF TRAVEL, ENTRANCES			
<i>Specification</i>	<i>Yes</i>	<i>No</i>	<i>Comments/Transition Notes</i>
Site Access			
Accessible path of travel from passenger disembarking area and parking area to accessible entrance	X		
Disembarking area at accessible entrance	X		
Surface evenly spaced or hard-packed	X		
No ponding of water	X		
Path of travel			
Path does not require the use of stairs	X		
Path is stable, firm and slip resistant	X		
3 ft wide minimum	X		
Slope maximum 1:20 (5%) and maximum cross pitch is 2% (1:50)	X		
Continuous common surface, no changes in level greater than ½"	X		
Any objects protruding onto the pathway must be detected by a person with a visual disability using cane	X		
Objects protruding more than 4" from the wall must be within 27" of the ground, or higher than 80"	X		
Curb on pathway must have curb cuts at drives, parking and drop-offs	X		
Entrances			
Primary public entrances accessible to person using wheelchair, must be signed, gotten to independently, and not be the service entrance	X		
Level space extending 5 ft. from the door, interior and exterior of entrance doors	X		
Minimum 32" clear width opening (i.e. 36" door with standard hinge)	X		
At least 18" clear floor area on latch, pull side of door	X		
Door handle no higher than 48" and operable with a closed fist	X		
Vestibule is 4 ft plus the width of the door swinging into the space	X		
Entrance(s) on a level that makes elevators accessible	X		
Door mats less than ½" thick are securely fastened	X		
Door mats more than ½" thick are recessed	X		
Grates in path of travel have openings of ½" maximum	X		
Signs at non-accessible entrance(s) indicate direction to accessible entrance	X		
Emergency egress – alarms with flashing lights and audible signals, sufficiently lighted	X		
STAIRS AND DOORS			
<i>Specification</i>	<i>Yes</i>	<i>No</i>	<i>Comments/Transition Notes</i>
Stairs			
No open risers	X		
Nosings not projecting	X		
Treads no less than 11" wide	X		
Handrails on both sides	X		
Handrails 34"-38" above tread	X		
Handrail extends a minimum of 1 ft beyond top and bottom riser (if no safety hazard and space permits)	X		
Handgrip oval or round	X		
Handgrip has a smooth surface	X		

Handgrip diameter between 1¼" and 1½"	X		
1½" clearance between wall and handrail	X		
Doors			
Minimum 32" clear opening	X		
At least 18" clear floor space on pull side of door	X		
Closing speed minimum 3 seconds to within 3" of the latch	X		
Maximum pressure 5 pounds interior doors	X		
Threshold maximum ½" high, beveled on both sides	X		
Hardware operable with a closed fist (no conventional door knobs or thumb latch devices)	X		
Hardware minimum 36", maximum 48" above the floor	X		
Clear, level floor space extends out 5 ft from both sides of the door	X		
Door adjacent to revolving door is accessible and unlocked	X		
Doors opening into hazardous area have hardware that is knurled or roughened	X		
RESTROOMS – also see Doors and Vestibules			
<i>Specification</i>	<i>Yes</i>	<i>No</i>	<i>Comments/Transition Notes</i>
5 ft turning space measured 12" from the floor	X		
At least one Sink:	X		
Clear floor space of 30" by 48" to allow a forward approach	X		
Mounted without pedestal or legs, height 34" to top of rim	X		
Extends at least 22" from the wall	X		
Open knee space a minimum 19" deep, 30" width, and 27" high	X		
Cover exposed pipes with insulation	X		
Faucets operable with closed fist (lever or spring activated handle)	X		
At least one Stall:			
Accessible to person using wheelchair at 60" wide by 72" deep	X		
Stall door is 36" wide	X		
Stall door swings out	X		
Stall door is self closing	X		
Stall door has a pull latch	X		
Lock on stall door is operable with a closed fist, and 32" above the floor	X		
Coat hook is 54" high	X		
Toilet			
18" from center to nearest side wall	X		
42" minimum clear space from center to farthest wall or fixture	X		
Top of seat 17" -19" above the floor	X		
Grab Bars	X		
On back and side wall closest to toilet	X		
1¼" diameter	X		

1½" clearance to wall	X		
Located 30" above and parallel to the floor	X		
Acid-etched or roughened surface	X		
42" long	X		
Fixtures			
Toilet paper dispenser is 24" above floor	X		
One mirror set a maximum 38" to bottom (if tilted, 42")	X		
Dispensers (towel, soap, etc) at least one of each a maximum 42" above the floor	X		
FLOORS, DRINKING FOUNTAINS, TELEPHONES			
<i>Specification</i>	<i>Yes</i>	<i>No</i>	<i>Comments/Transition Notes</i>
Floors			
Non-slip surface	X		
Carpeting is high-density, low pile, non-absorbent, stretched taut, securely anchored	X		
Corridor width minimum is 3 ft	X		
Objects (signs, ceiling lights, fixtures) can only protrude 4" into the path of travel from a height of 27" to 80" above the floor	X		
Drinking Fountains			
Spouts no higher than 36" from floor to outlet	X		
Hand operated push button or level controls	X		
Spouts located near front with stream of water as parallel to front as possible	X		
If recessed, recess a minimum 30" width, and no deeper than depth of fountain	X		
If no clear knee space underneath, clear floor space 30" x 48" to allow parallel approach	X		
Telephones			
Highest operating part a maximum 54" above the floor	X		
Access within 12" of phone, 30" high by 30" wide	X		
Adjustable volume control on headset so identified	X		
SIGNS, SIGNALS, AND SWITCHES			
<i>Specification</i>	<i>Yes</i>	<i>No</i>	<i>Comments/Transition Notes</i>
Switches, Controls and Signs			
Switches and controls for light, heat, ventilation, windows, fire alarms, thermostats, etc, must be a minimum of 36" and a maximum of 48" above the floor for a forward reach, a maximum of 54" for a side reach	X		
Electrical outlets centered no lower than 18" above the floor	X		
Warning signals must be visual as well as audible	X		
Signs			
Mounting height must be 60" to centerline of the sign	X		
Within 18" of door jamb or recessed	X		
Letters and numbers a t least 1¼" high	X		
Letters and numbers raised .03"	X		
Letters and numbers contrast with the background color	X		

LOCATION: 319 and 320 Brookfield Road (Tantasqua Regional Schools)

SWIMMING POOLS – accessibility can be via ramp, lifting device, or transfer area			
<i>Specification</i>	<i>Yes</i>	<i>No</i>	<i>Comments/Transition Notes</i>
Ramp at least 34" wide with a non-slip surface extending into the shallow end, slope not exceeding 1:6 with handrails on both sides	X		
Lifting device	X		
Transfer area 18" above the path of travel and a minimum of 18" wide	X		
Unobstructed path of travel not less than 48" wide around pool	X		
Non-slip surface	X		
SHOWER ROOMS - Showers must accommodate both wheel-in and transfer use			
<i>Specification</i>	<i>Yes</i>	<i>No</i>	<i>Comments/Transition Notes</i>
Stalls 36" by 60" minimum, with a 36" door opening	X		
Floors are pitched to drain the stall at the corner farthest from entrance	X		
Floors are non-slip surface	X		
Controls operate by a single lever with a pressure balance mixing valve	X		
Controls are located on the center wall adjacent to the hinged seat	X		
Shower heads attached to a flexible metal hose	X		
Shower heads attached to wall mounting adjustable from 42" to 72" above the floor	X		
Seat is hinged and padded and at least 16" deep, folds upward, securely attached to side wall, height is 18" to the top of the seat, and at least 24" long	X		
Soap trays without handhold features unless they can support 250 pounds	X		
2 grab bars are provided, one 30" and one 48" long, or one continuous L shaped bar	X		
Grab bars are placed horizontally at 36" above the floor line	X		
PICNICKING			
<i>Specification</i>	<i>Yes</i>	<i>No</i>	<i>Comments/Transition Notes</i>
A minimum of 5% of the total tables must be accessible with clear space under the table top not less than 30" wide and 19" deep per seating space and not less than 27" clear from the ground to the underside of the table. An additional 29" clear space (totaling 48") must extend beyond the 19" clear space under the table to provide access	X		
For tables without toe clearance, the knee space under the table must be at least 28" high, 30" wide and 24" deep.	X		
Top of table no higher than 32" above ground	X		
Surface of the clear ground space under and around the table must be stable, firm and slipresistant, and evenly graded with a maximum slope of 2% in all directions	X		
Accessible tables, grills and fire rings must have clear ground space of at least 36" around the perimeter	X		

LOCATION: 45 Burgess School Road – Burgess Elementary School

PARKING			
Total Spaces 76-100		Required Accessible Spaces: 4	
<i>Specification for Accessible Spaces</i>	<i>Yes</i>	<i>No</i>	<i>Comments/Transition Notes</i>
Accessible space located closest to accessible entrance	X		
Where spaces cannot be located within 200 ft of accessible entrance, drop-off area is provided within 100 ft	X		
Minimum width of 13ft includes 8ft space plus 5 ft access aisle	X		
Van space – minimum of 1 van space for every accessible space, 8 ft wide plus 8 ft aisle. Alternative is to make accessible spaces 11 ft wide with 5 ft aisle	X		

Sign with international symbol of accessibility at each space or pair of spaces	X		
Sign minimum 5 ft, maximum 8 ft to top of sign	X		
Surface evenly paved or hard-packed (no cracks)	X		
Surface slopes of less than 1:20, 5%	X		
Curbscut to pathway from parking lot at each space or pair of spaces, if sidewalk (curb) is present	X		
Curbscut is a minimum of 3 ft, excluding sloped sides, has sloped sides, all slopes not to exceed 1:12, and textured or yellow paint	X		
RAMPS	X		
<i>Specification</i>	<i>Yes</i>	<i>No</i>	<i>Comments/Transition Notes</i>
Slope Maximum 1:12	X		
Minimum width 4 ft between handrails	X		
Handrails on both sides if ramp is longer than 6 ft	X		
Handrails at 34" and 19" from ramp surface	X		
Handrails extend 12" beyond top and bottom	X		
Handgrip oval or round	X		
Handgrip smooth surface	X		
Handgrip diameter between 1¼" and 2"	X		
Clearance of 1½" between wall and wall rail	X		
Non-slip surface	X		
Level platforms (4ft x 4ft) at every 30ft, at top, at bottom, at change of direction	X		
SITE ACCESS, PATH OF TRAVEL, ENTRANCES			
<i>Specification</i>	<i>Yes</i>	<i>No</i>	<i>Comments/Transition Notes</i>
Site Access			
Accessible path of travel from passenger disembarking area and parking area to accessible entrance	X		
Disembarking area at accessible entrance	X		
Surface evenly spaced or hard-packed	X		
No ponding of water	X		
Path of travel			
Path does not require the use of stairs	X		
Path is stable, firm and slip resistant	X		
3 ft wide minimum	X		
Slope maximum 1:20 (5%) and maximum cross pitch is 2% (1:50)	X		
Continuous common surface, no changes in level greater than ½"	X		
Any objects protruding onto the pathway must be detected by a person with a visual disability using cane	X		
Objects protruding more than 4" from the wall must be within 27" of the ground, or higher than 80"	X		
Curb on pathway must have curb cuts at drives, parking and drop-offs	X		
Entrances			
Primary public entrances accessible to person using wheelchair, must be signed, gotten to independently, and not be the service entrance	X		
Level space extending 5 ft. from the door, interior and exterior of entrance doors	X		
Minimum 32" clear width opening (i.e. 36" door with standard hinge)	X		
At least 18" clear floor area on latch, pull side of door	X		

Door handle no higher than 48" and operable with a closed fist	X		
Vestibule is 4 ft plus the width of the door swinging into the space	X		
Entrance(s) on a level that makes elevators accessible	X		
Door mats less than ½" thick are securely fastened	X		
Door mats more than ½" thick are recessed	X		
Grates in path of travel have openings of ½" maximum	X		
Signs at non-accessible entrance(s) indicate direction to accessible entrance	X		
Emergency egress – alarms with flashing lights and audible signals, sufficiently lighted	X		
STAIRS AND DOORS			
<i>Specification</i>	<i>Yes</i>	<i>No</i>	<i>Comments/Transition Notes</i>
Stairs			
No open risers	X		
Nosings not projecting	X		
Treads no less than 11" wide	X		
Handrails on both sides	X		
Handrails 34"-38" above tread	X		
Handrail extends a minimum of 1 ft beyond top and bottom riser (if no safety hazard and space permits)	X		
Handgrip oval or round	X		
Handgrip has a smooth surface	X		
Handgrip diameter between 1¼" and 1½"	X		
1½" clearance between wall and handrail	X		
Doors			
Minimum 32" clear opening	X		
At least 18" clear floor space on pull side of door	X		
Closing speed minimum 3 seconds to within 3" of the latch	X		
Maximum pressure 5 pounds interior doors	X		
Threshold maximum ½" high, beveled on both sides	X		
Hardware operable with a closed fist (no conventional door knobs or thumb latch devices)	X		
Hardware minimum 36", maximum 48" above the floor	X		
Clear, level floor space extends out 5 ft from both sides of the door	X		
Door adjacent to revolving door is accessible and unlocked	X		
Doors opening into hazardous area have hardware that is knurled or roughened	X		
RESTROOMS – also see Doors and Vestibules			
<i>Specification</i>	<i>Yes</i>	<i>No</i>	<i>Comments/Transition Notes</i>
5 ft turning space measured 12" from the floor	X		
At least one Sink:	X		
Clear floor space of 30" by 48" to allow a forward approach	X		
Mounted without pedestal or legs, height 34" to top of rim	X		
Extends at least 22" from the wall	X		
Open knee space a minimum 19" deep, 30" width, and 27" high	X		

Cover exposed pipes with insulation	X		
Faucets operable with closed fist (lever or spring activated handle)	X		
At least one Stall:			
Accessible to person using wheelchair at 60" wide by 72" deep	X		
Stall door is 36" wide	X		
Stall door swings out	X		
Stall door is self closing	X		
Stall door has a pull latch	X		
Lock on stall door is operable with a closed fist, and 32" above the floor	X		
Coat hook is 54" high	X		
Toilet			
18" from center to nearest side wall	X		
42" minimum clear space from center to farthest wall or fixture	X		
Top of seat 17"-19" above the floor	X		
Grab Bars	X		
On back and side wall closest to toilet	X		
1¼" diameter	X		
1½" clearance to wall	X		
Located 30" above and parallel to the floor	X		
Acid-etched or roughened surface	X		
42" long	X		
Fixtures			
Toilet paper dispenser is 24" above floor	X		
One mirror set a maximum 38" to bottom (if tilted, 42")	X		
Dispensers (towel, soap, etc) at least one of each a maximum 42" above the floor	X		
FLOORS, DRINKING FOUNTAINS, TELEPHONES			
<i>Specification</i>	<i>Yes</i>	<i>No</i>	<i>Comments/Transition Notes</i>
Floors			
Non-slip surface	X		
Carpeting is high-density, low pile, non-absorbent, stretched taut, securely anchored	X		
Corridor width minimum is 3 ft	X		
Objects (signs, ceiling lights, fixtures) can only protrude 4" into the path of travel from a height of 27" to 80" above the floor	X		
Drinking Fountains			
Spouts no higher than 36" from floor to outlet	X		
Hand operated push button or level controls	X		
Spouts located near front with stream of water as parallel to front as possible	X		
If recessed, recess a minimum 30" width, and no deeper than depth of fountain	X		
If no clear knee space underneath, clear floor space 30" x 48" to allow parallel approach	X		

Telephones			
Highest operating part a maximum 54" above the floor	X		
Access within 12" of phone, 30" high by 30" wide	X		
Adjustable volume control on headset so identified	X		
SIGNS, SIGNALS, AND SWITCHES			
<i>Specification</i>	<i>Yes</i>	<i>No</i>	<i>Comments/Transition Notes</i>
Switches, Controls and Signs			
Switches and controls for light, heat, ventilation, windows, fire alarms, thermostats, etc, must be a minimum of 36" and a maximum of 48" above the floor for a forward reach, a maximum of 54" for a side reach	X		
Electrical outlets centered no lower than 18" above the floor	X		
Warning signals must be visual as well as audible	X		
Signs			
Mounting height must be 60" to centerline of the sign	X		
Within 18" of door jamb or recessed	X		
Letters and numbers a t least 1¼" high	X		
Letters and numbers raised .03"	X		
Letters and numbers contrast with the background color	X		
SWIMMING POOLS – accessibility can be via ramp, lifting device, or transfer area			
<i>Specification</i>	<i>Yes</i>	<i>No</i>	<i>Comments/Transition Notes</i>
Ramp at least 34" wide with a non-slip surface extending into the shallow end, slope not exceeding 1:6 with handrails on both sides	X		
Lifting device	X		
Transfer area 18" above the path of travel and a minimum of 18" wide	X		
Unobstructed path of travel not less than 48" wide around pool	X		
Non-slip surface	X		
SHOWER ROOMS - Showers must accommodate both wheel-in and transfer use			
<i>Specification</i>	<i>Yes</i>	<i>No</i>	<i>Comments/Transition Notes</i>
Stalls 36" by 60" minimum, with a 36" door opening	X		
Floors are pitched to drain the stall at the corner farthest from entrance	X		
Floors are non-slip surface	X		
Controls operate by a single lever with a pressure balance mixing valve	X		
Controls are located on the center wall adjacent to the hinged seat	X		
Shower heads attached to a flexible metal hose	X		
Shower heads attached to wall mounting adjustable from 42" to 72" above the floor	X		
Seat is hinged and padded and at least 16" deep, folds upward, securely attached to side wall, height is 18" to the top of the seat, and at least 24" long	X		
Soap trays without handhold features unless they can support 250 pounds	X		
2 grab bars are provided, one 30" and one 48" long, or one continuous L shaped bar	X		
Grab bars are placed horizontally at 36" above the floor line	X		

PICNICKING			
<i>Specification</i>	<i>Yes</i>	<i>No</i>	<i>Comments/Transition Notes</i>
A minimum of 5% of the total tables must be accessible with clear space under the table top not less than 30" wide and 19" deep per seating space and not less than 27" clear from the ground to the underside of the table. An additional 29" clear space (totaling 48") must extend beyond the 19" clear space under the table to provide access	X		
For tables without toe clearance, the knee space under the table must be at least 28" high, 30" wide and 24" deep.	X		
Top of table no higher than 32" above ground	X		
Surface of the clear ground space under and around the table must be stable, firm and slipresistant, and evenly graded with a maximum slope of 2% in all directions	X		
Accessible tables, grills and fire rings must have clear ground space of at least 36" around the perimeter	X		