



PUBLIC WORKS DEPARTMENT

CITY OF WAUKESHA

CITY HALL—201 DELAFIELD ST.
WAUKESHA, WI 53188-3685
414-524-3600
FAX 414-524-3888

114

496
Parking
@ Ramp

July 21, 1992

MAYOR AND MEMBERS OF
THE COMMON COUNCIL

The transition plan which must be developed by July 26, 1992, according to the Americans with Disabilities Act of 1990, is being presented to the Common Council at this time.

The Committee which was involved in the development of the Transition plan has reviewed the plan and voted on July 20, 1992, to submit the plan to the Common Council and request authorization to publish a notice of availability of the transition plan. The regulations require that an opportunity be provided to interested persons, including individuals with disabilities, to participate in the development of the transition plan by submitting comments. A copy of the transition plan is to be made available for public inspection.

No approval is requested at this time, in order that the additional involvement and comments may be taken into consideration.

It is proposed to allow 30 days after publication of the notice of availability for comment by interested individuals and the public.

Comments and questions are also requested from Common Council members and Department Heads who have not been involved to date in the development of the transition plan. Department heads will have an opportunity to review the plan.

The plan also includes a checklist for each City facility which indicates those areas where compliance with the ADA is not achieved. These are included as appendices.

Paul A. Feller

Paul A. Feller, P.E.
Designated ADA Coordinator

*Technical Assistant
(202) 272-5434*

CITY
OF
WAUKESHA, WISCONSIN
AMERICANS WITH DISABILITIES ACT
TRANSITION PLAN
JULY 21, 1992

INTRODUCTION

On July 26, 1990, federal legislation referred to as the Americans With Disabilities Act of 1990 was signed into law. Under Title II - Public Services, Subtitle A - Prohibitions Against Discriminations and Other Generally Applicable Provisions, local governments are required to comply with the provisions of the Act. Under Title II, Subtitle A, Sec. 202 Discrimination, it states that "Subject to the provisions of this title, no qualified individual with a disability shall, by reason of such disability, be excluded from participation in or be denied the benefits of a public entity, or be subjected to discrimination by any such entity".

Under Title II, Subtitle A, Sec. 204. Regulations, the Attorney General was required to promulgate regulations that implement the ADA, Title II Subtitle A, within one year of the enactment of the Act. On July 26, 1991, the Department of Justice published 28 CFR Part 35 in the Federal Register. These regulations included the implementation of the Title II, Subtitle A provisions of the Act.

The effective date of the regulation was January 26, 1992. Prior to that date, the Common Council of the City of Waukesha passed Resolution R4-92 "Compliance with the Americans with Disabilities Act" on January 21, 1992. The resolution indicated the City of Waukesha's intent to comply with the Americans with Disabilities Act and designated a responsible employee to coordinate its efforts to comply with and carry out its responsibilities under the Act.

In 28 CFR Part 35.150 (d) Transition plan, the City of Waukesha, as "a public entity that employs 50 or more persons shall develop, within six months of January 26, 1992, a transition plan setting forth the steps necessary to complete such changes." The changes refer to structural changes to facilities which will be undertaken to achieve program accessibility. The "public entity shall provide an opportunity to interested persons, including individuals with disabilities or organizations representing individuals with disabilities, to participate in the development of the transition plan by submitting comments. A copy of the transition plan shall be made available for public inspection."

According to 28 CFR Part 35.150 (d) (3) the plan shall identify physical obstacles that limit accessibility, describe in detail methods that will be used to make facilities accessible, specify the schedule for taking necessary steps, and indicate the official responsible for implementation of the plan.

In addition, 28 CFR Part 35.150 (c) requires that "Where structural changes in facilities are undertaken to comply with the obligations established under this section, such changes shall be made within three years of January 26, 1992, but in any event as expeditiously as possible."

GENERAL CONSIDERATIONS

In order to accomplish the above objective of developing a transition plan as required, the following steps have been taken or are proposed to be taken within the next 30 months.

Inspections have been made of most City facilities in order to determine whether there are structural barriers which could prevent the City from complying with the Act. There are approximately 36 facilities which involve buildings or structures. In addition, the City maintains other public parking facilities, playground or park areas, a trash drop-off center and recycling drop-off facility, as well as other City-owned facilities which may be open to the public and may require that structural barriers be removed.

In order to establish priorities for making the necessary changes, the following guidelines are incorporated as a part of the transition plan. In 28 CFR Part 36.304 (c) Priorities are set forth to guide in the implementation of the Act. Although Part 36 covers Public Accommodations under Title III of the ADA, it is assumed that the priorities would be very similar since both Title II and Title III relate to the use of facilities by the public. The priorities mentioned, which are part of the regulations in Part 36, indicate that the order of priority is urged to be:

- 1) First, measures to provide access to a place of public accommodation from public sidewalks, parking, or public transportation, including entrance ramp, widening entrances, and providing accessible parking spaces:
- 2) Second, measures to provide access to those areas where goods and services are available, such as adjusting the layout of display racks, rearranging tables, providing Brailled and raised character signage, widening doors, providing visual alarms, and installing ramps:
- 3) Third, measures to provide access to restroom facilities, such as removal of obstructing furniture or vending machines, widening of doors, installation of ramps, providing accessible signage, widening of toilet stalls, and installation of grab bars:
- 4) Fourth, measures necessary to provide access to the goods, services, facilities, privileges, advantages or accommodations of a place of public accommodation.

Another guideline which is incorporated into the transition plan is found in 28 CFR Part 35.150 (a) General and (b) Methods. These sections allow the public entity flexibility in meeting the requirements of the Act. Under 35.150 Existing facilities, (a) General. "A public entity shall operate each service, program or activity so that the service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities. This paragraph does not -

(1) Necessarily require a public entity to make each of its existing facilities accessible to and usable by individuals with disabilities," or

(3) Require a public entity to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens....."

Under (b) Methods - (1) General. "A public entity may comply with the requirements of this section through such means as redesign of equipment, reassignment of services to accessible buildings, assignment of aides to beneficiaries, home visits, delivery of services at alternate accessible sites, alteration of existing facilities and construction of new facilities, use of accessible rolling stock or other conveyances, or any other methods that result in making its services, programs, or activities readily accessible to and usable by individuals with disabilities. A public entity is not required to make structural changes in existing facilities where other methods are effective in achieving compliance with this section. . . ."

With respect to the priorities among different City facilities, the facilities which are most commonly used by the public should be given higher priority than those which serve primarily as headquarters for City operations.

The City Hall, including the Annex Building, the Public Library, the Schuetze Building, the Police Station, are facilities which are visited by the public on a daily basis, whereas facilities such as the Fire Stations, Firearms Range, Cemetery Buildings, are visited by the public on an occasional basis, and facilities such as the City Garage, Wastewater Treatment Plant, Park and Recreation Warehouse, and Forestry Building are primarily headquarters for City operations. However, since other employees, suppliers, and other people conducting business at these facilities must be considered, the categorization is used merely as a means of setting priorities. In any event, the City should be ready and prepared to respond to the needs of any persons with disabilities in any of its facilities.

In addition to the above, the recreational facilities of the City must also receive a high priority in determining the schedule of implementation. The City's swimming pools, facilities for organized activities such as softball or baseball, soccer, ice skating, playground activities, and the facilities for other recreational activities, such as playgrounds, picnic areas, and passive use of parks, must all be considered in the implementation schedule.

The funding of the structural alterations and other requirements of the ADA have been addressed in two ways. A grant was requested and received from the Community Development Block Grant Program to fund some items in 1992, including structural changes in making doorways accessible, and installing curb ramps on public sidewalks and adjacent to public facilities. The Capital Improvements Program Committee has been requested to include funds in its 1993-97 plan to address the ADA compliance requirements. Funds have been requested for both 1993 and 1994 in order to allow the City to meet its obligations by January 26, 1995, as required in the Federal Regulations.

REQUIRED STRUCTURAL CHANGES AND IMPLEMENTATION SCHEDULE

GENERAL

The survey and inventory of City facilities has been documented by use of a Building and Site Accessibility Checklist which is included in the transition plan as an Appendix. Each facility is included on a separate checklist which identifies existing conditions and indicates those areas where possible structural barriers exist. These individual checklists will serve as guides in the implementation of the City's compliance with the ADA.

In order to maintain flexibility in the implementation schedule, the transition plan does not delineate specific improvements to specific buildings on a rigid timetable, but rather addresses the need to deal with all aspects of the accessibility issues and allows for revisions as further experience is gained from the efforts of the City as well as the efforts of other public entities.

Since the first priority overall has been identified as access to places of public accommodation from public sidewalks, parking, or public transportation, the transition plan deals first with the issue of parking for persons with disabilities, curb ramps, entrance ramps, and entrances.

Some City facilities have parking for the disabled, while some have none. However, in nearly all facilities, some changes are required due to changes in required dimensions and the number of spaces required. Van accessible spaces are needed in most locations. In 1992 and in 1993, the required parking for disabled will be addressed at all City facilities, including accessibility to City parks, swimming pools, and other locations, such as City-owned parking lots which serve the public in business areas or other areas of the City. These changes will generally require a minimum expenditure of funds, since, in most cases, the changes will be made by painting the appropriate parking stalls and installing or revising the signs which are required. In the majority of the parking lots, the "Universal" Parking Space Design will be utilized, according to 4.1.2. and A4.6.3 Fig A 5(b) of the Americans with Disabilities Act Accessibility Guidelines (ADAAG). The painting of parking spaces and installation of signage can be accomplished as part of ongoing City operations.

Curb ramps will be required at several City facilities, including some buildings, City parks, and City parking lots, to meet the requirements of ADA accessibility. The installation of curb ramps on City streets has been in progress for many years; however, it has been done primarily in areas where streets are newly paved or repaved, or when other similar activity has taken place. As part of the transition plan, the City will direct its efforts to complete curb ramps throughout the City over the next few years. Those areas which will be completed first include all public buildings such as City, County, State, Federal, or School District facilities and routes to those facilities, public transportation facilities and routes to those facilities, and other areas which are likely to be used by individuals with disabilities. The total cost of completing curb ramps is estimated at between \$250,000 and \$350,000 for the entire City. Money has been requested and approved in the 1992 Community Development Block Grant Program; however, the maximum amount available from that funding source in 1992 is \$50,000.

Therefore, the activity will continue for at least three or four more years, with the goal to complete all the work by 1996. As allowed in Section 2.2 Equivalent Facilitation (ADAAG), the City is deviating from 4.7.7 and 4.29.2 (ADAAG) by not using the raised truncated domes as specified for detectable warnings. They are deemed to be hazardous in winter because they become iced over and can not be shoveled properly. They are also deemed to be hazardous with the use of shoes with high heels. The City's standard design with the diamond pattern is included in the Appendix.

Entrance ramps for City facilities, where they are necessary because of steps, have previously been installed, but some modifications of the ramps and/or railings are necessary. Where possible, level areas at either end of the ramp, and a level area or landing area at an intermittent location, may be required. The changes in ramps and railings can be accomplished in 1993 with costs estimated to be no more than \$5,000 to \$10,000.

Entrances to City buildings are not in compliance in many facilities. It will be necessary to modify doors to provide at least one accessible entrance. These modifications will include replacing doors with automatic doors in some instances, widening doorway entrances where necessary, adjusting the amount of force required to open doors as well as adjusting the speed or force involved in closing doors. Also, in those instances where entrances involve a double set of doors, revisions will be made if necessary to make the doors accessible. Also, it will be necessary to install signage to direct people to the accessible entrances to the buildings. In addition, door hardware at the proper height, and push/pull or lever operated doors will also be addressed in conjunction with the entrances to facilities.

Meeting all the requirements for entrances will be accomplished over the period of 1993 and 1994, with the revisions which can be done readily to be completed in 1992.

The next order of priority to be addressed in the transition plan is the areas within public facilities where services are available. This includes public meetings or information which is available to the public in City facilities, obtaining permits and licenses, registration for activities, payments for taxes, fines or other charges, and any other activities for which the public visits City facilities. This will involve appropriate display of information and items which are given or sold to the public. It will involve providing Brailled and raised character signage at the correct heights and locations, visual alarms for the hearing-impaired, and widening and adjusting of interior doors which are a barrier to accessibility. Identification of offices, meeting rooms, and other facilities, including elevators, must be addressed to provide accessibility for the visually impaired.

The revisions required under this activity can be accomplished in 1993 if the costs and availability permit; however, some of the more complicated changes will not be accomplished until 1994. This would include modifying doorways and possibly installing visual alarms in all the required locations. Estimated costs of this work can not be determined until further detailed analysis has been completed.

With very few exceptions, the requirements of accessibility related to the heights of service counters in offices or facilities where food or drink is served, can be met by having City personnel provide the person with a disability with an alternate means of obtaining the service. This would be by having the employee provide the person with a disability with an appropriate means of filling out an application, form, etc., or by actually proceeding out around the counter to the area where the disabled person can be accommodated in a reasonable manner. In those areas where security is a problem, the necessary adjustments in counter heights will be made by January 26, 1995.

The third area of priority, as identified earlier - restroom facilities - will require that revisions be made to partitions, grab bars, sinks, soap and towel dispensers, doors, and signage as well as other items. In many of the City facilities, at least some modifications will be made in one or more restrooms to meet the ADA requirements. Most City buildings that are used extensively by the public have had modifications to the rest rooms to meet previous accessibility standards, or have been built with restrooms which are accessible for persons with disabilities. However, because of the revised standards, additional modifications must be made.

The modifications which are required will be made in 1992, 1993, and 1994 as the availability of funds permits. Initially, the goal is to have at least one accessible restroom for both men and women in each City facility at the earliest possible date. The total estimated cost is not available until further investigation has been completed and changes have been designed.

In the majority of existing City restroom facilities which have toilet stalls, it would be feasible to use the alternate dimensions specified in 4.17.3 Fig 30(b), A4.17.3. In a few facilities a "unisex" toilet room should be added according to A4.22, Fig A7. (Reasonable way to provide access for wheel chair users and any attendants, especially when attendants are of the opposite sex). The facilities where this alternative should be used are Buchner Pool and Saratoga Complex, due to the difficulty of meeting ADA requirements in existing restrooms. Other locations may also be appropriate for this alternative.

Finally, the remaining measures which are necessary will be addressed and completed by the January 26, 1995, deadline. Items such as drinking fountains, public telephones, detectable warnings for stairways, handrails for sight-impaired on stairs, stairs of uniform tread and width, and other structural barriers have been identified in the surveys, and will be included in the revisions which are made in the City facilities.

The cost of these items has not been determined at this time.

With the funds available for the removal of structural barriers, the transition plans have given the highest priority to those facilities and those modifications which will impact the largest population. However, the transition plan also includes the provision that the City will respond as quickly as possible and to the greatest extent possible to requests made on behalf of individuals with disabilities, in order to obtain the maximum benefit from the expenditure of funds.

SPECIFIC CITY FACILITIES

CITY HALL

Previous modifications at City Hall have been made to accommodate persons with disabilities. Additional modifications will be necessary. These include disabled parking spaces and signage to be added and upgraded, handrails on exterior ramps to be modified, exterior door modifications including space between sets of doors, audible alarms and visual signals for passenger elevator, modifications to restrooms including door hardware and approach space to toilet stalls, door hardware for interior doors, signage in accessible format, and visual emergency alarms. Because of the heavy use of City Hall by the public, changes required to meet ADA requirements will be completed by December 31, 1993.

WAUKESHA PUBLIC LIBRARY

The Waukesha Public Library was remodeled and expanded in 1988, and meets most ADA requirements. Additional items which will be addressed include more parking for disabled and van accessible parking, modifications of handrails on ramp and leveling of landing at the bottom of the ramp, audible alarms and visual signals in passenger elevator, and minor revisions in restrooms. Included in the Appendix is an additional evaluation of the Library.

The necessary modifications will be made prior to December 31, 1993.

SCHUETZE BUILDING - RECREATION BUILDING

The primary modifications needed for the Park and Recreation Department's Schuetze Building are sufficient aisles for disabled parking spaces and van accessible parking, modifications in restrooms, and entrance doors which are easier to operate. Because many programs are sponsored for the elderly and persons with disabilities at this facility, required modifications will be completed by December 31, 1993.

WAUKESHA POLICE STATION

Completed in December of 1991, the Police Station meets nearly all ADA requirements except adequate aisles for disabled parking, and minor items in restrooms and entrance door. The needed modifications will be completed by December 31, 1993.

WAUKESHA TRANSIT OPERATIONS AND MAINTENANCE FACILITY

Expansion of this facility is anticipated prior to January 26, 1995, with necessary changes to meet ADA requirements to be included with the expansion.

CITY - OWNED PARKING FACILITIES

In City-owned parking lots and the Parking Ramp, all necessary changes will be completed in 1993. Curb ramps and parking for persons with disabilities will be upgraded to meet ADA standards in 1993.

CITY PARKS AND SWIMMING POOLS

The modifications which are needed to meet ADA requirements will be completed in 1993 and 1994. Some modifications can be completed in 1992. The Park and Recreation Department currently provides playground equipment which can be used by individuals with disabilities in some of its parks and accessible equipment for one of the swimming pools has been purchased. Accessible routes and curb ramps will be provided in 1992 and 1993. Restroom modifications will be made in 1993 or 1994.

CITY SIDEWALKS

There are presently many locations in the City which do not have curb ramps on City sidewalks. The total number and cost of completing the work makes it prohibitive to complete the work before 1996. Total cost is estimated to be between \$250,000 and \$350,000. The first priority will be to complete curb ramps in areas near public buildings and public transportation facilities, and in other areas identified as having special needs. The City Public Works Department has had a policy for several years of responding to requests by persons with disabilities or on behalf of persons with disabilities for curb ramps in strategic locations.

REMAINING CITY BUILDINGS AND FACILITIES

All other City facilities will be addressed with respect to ADA requirements as funds are available. The deadline of January 26, 1995, will be complied with for all reasonable structural barrier removals. Additional structural barriers which have not been identified to date will be addressed as they are identified and the transition plan will be modified by addendum as needed.

RESPONSIBLE OFFICIAL

The City of Waukesha has designated Paul A. Feller, City Engineer, as the responsible official for implementation of this transition plan. He can be reached at (414) 524-3596 or TDD (414) 524-3735 or after September 1, 1992 TDD (414) 524-3607 or by writing to:

Public Works Department
City of Waukesha
201 Delafield Street, Room 200
Waukesha, WI 53188

Comments on the transition plan can be made to the above named Paul A. Feller at the telephone number and address listed above. Comments on the transition plan can be submitted at anytime and will be considered in the implementation of the plan or in any amendments to the plan which are made.

APPENDICES

APPENDIX A: Building and Site Accessibility Check
Lists

APPENDIX B: Curb Ramp Detail

APPENDIX C: Waukesha Public Library Report

APPENDIX A.

Table of Contents

For Appendix A

ADA Self - Evaluation Checklist

City Hall	Parking Lot #9
City Hall Annex	Parking Lot #10
City Garage	Schuetze Bldg.
Waste Water Treatment Plant	Forestry Bldg.
Waukesha Library	Park Rec. Garage
Police Station	Buchner Pool
Pistol Range	Horeb Pool
Fire Station #1	Banting Park Shelter
Fire Station #2	Bethesda Park Shelter
Fire Station #3	Buchner Park Shelter
Fire Station #4	Cutler Park Shelter
Transit Operation and Maintenance Facility	Dopp Park Shelter
Prairie Home Cemetery	Frame Park Comfort Station
Parking Ramp	Grandview Park Shelter
Parking Lot #1	Heyer Park Shelter
Parking Lot #2	Horeb Park Shelter
Parking Lot #3	Lowell Park Shelter
Parking Lot #4	Merrill Park Shelter
Parking Lot #5	Pebble Valley Park Shelter
Parking Lot #6	Prairie Park Shelter
Parking Lot #7	Priedemen Park Shelter
Parking Lot #8	Roberta Park Shelter
	Saratoga Complex
	Waukesha Spring Shelter
	Woodfield Park Shelter

City of Waukesha
Self-Evaluation
Checklist

Building and Site Accessibility

This checklist is presented to provide you with a review of how well your building/site and programs meet handicap accessibility criteria. If you answer "no" to any of the questions, it does not necessarily mean noncompliance since alternatives may be available to provide accessibility.

Table of Contents

Building and Site Accessibility

General Information

- Element 1. Accessible route
- Element 2. Parking
- Element 3. Ramp
- Element 4. Entrances and interior doors
- Element 5. Elevators
- Element 6. Stairs and lifts
- Element 7. Restrooms
- Element 8. Drinking fountains
- Element 11. Public Telephones

HOW TO COMPLETE THE BUILDING AND SITE ACCESSIBILITY EVALUATION:

Please check either yes, no, or not applicable (N/A) to each question. If the answer is no, please explain in the comment section following each element. It is important to know exact measurements/conditions of inaccessible elements and if there are any plans to correct such elements. Use additional pages as needed.

ELEMENT 1: ACCESSIBLE ROUTE ADAAG 4.3

Need: People who walk with difficulty or use wheelchairs, crutches, canes or walkers need a wide, smooth, level, firm surface. Sight-impaired people need a path free of hazards such as low-hanging/protruding objects undetectable by a cane.

	<u>Yes</u>	<u>No</u>	<u>N/A</u>
1. At least on accessible route connects all parts of facility?	Yes		
2. Minimum of 40" clear width except at doors?	Yes		
3. Is there at least a 60" x 60" passing space every 200 feet?	Yes		
4. Minimum of 80" clear headroom?	Yes		
5. Surface: slip resistant, firm and stable?	Yes		
6. Slope does not exceed 1:20?	Yes		
7. Cross slope does not exceed 1:50?	Yes		
8. Are routes not interrupted by 1/2" or more changes in level or steps?	Yes		
9. Are grates set in the direction of the route no more than 3/8" wide?			N/A
10. Route is clear of any benches, water fountains, etc. with leading edges at or below 27" that reduce the width of route space to less than 40"?	Yes		
11. At least one accessible route from transportation stops, parking, street &/or sidewalks?	Yes		
12. Curb Ramps (ADAAG 4.7)			
a. Located whenever accessible route crosses a curb and where cars do not park?	Yes		
b. Slope does not exceed 1:12?	Yes		
c. At least 40" wide, excluding flared sides?	Yes		
d. Surface: firm, stable and slip resistant?	Yes		
e. If no hand/guard rails, flared sides with slope of flare no more than 1:10? Yes			
f. If at intersection, located within and to one side of marked crossing?	Yes		
g. Flush, smooth transition with street level?	Yes		
Curb ramps have detectable warning as defined by ADAAG 4.29.2 where curb and are bordered on both sides with 4" wide stripping or contrasting color material?			Yes

Comments:

BUILDING AND SITE ACCESSIBILITY
GENERAL INFORMATION

ORGANIZATION NAME: City of Waukesha

FACILITY NAME & ADDRESS (with City, State and Zip Code):

City Hall

201 Delafield Street

Waukesha, WI 53186

DATE REVIEWED: 6/22/92

REVIEWER'S NAME AND TITLE: Katie Jelacic / Chip Robers

ADDRESS: (if different form above)

PHONE: (414) 524-3600

PROGRAMS AND ACTIVITIES CONDUCTED IN FACILITY: Common Council meetings, Court, Park Rec, Registration, Taxes paid Permits distributed.

DATE OF CONSTRUCTION AND ALTERATION(S): 10/6/65

ELEMENT 2: PARKING ADAAG 4.6

Need: Mobility-impaired people need parking spaces wide enough to open car doors fully and get out with a wheelchair or mobility aid, that are close to the building or facility and on an accessible route from parking lot to building.

Yes No N/A

1. If any visitor parking is provided, are spaces reserved for the disabled?
Suggested guideline:

Yes

<u>Total Parking in Lot</u>	<u>Accessible Spaces</u>
1-25	1
26-50	2
51-75 ****	3***
76-100	4
101-150 XXXX	5
151-200	6
201-300	7
301-400	8

need ramp
use 1 entrance!
relocate light w ramp

2. Reserved space(s) located closest to accessible entrance; on accessible route?

Yes

3. Is/are the space(s) at least 96" wide?

Yes

4. Access aisle next to space at least 60" wide?

No

5. Slope of space/access aisle no more than 1:50?

Yes

6. R-7 sign for space mounted at a height unobscurable by a vehicle?

Yes

7. Surface: slip resistant, firm and stable?

Yes

8. If lot has 8 or more spaces for accessible parking, one space for each 8 such spaces is a van accessible space, 96" wide with its own 96" wide access aisle?

No

9. For each van accessible space, a sign designating "van accessible" is included?

No

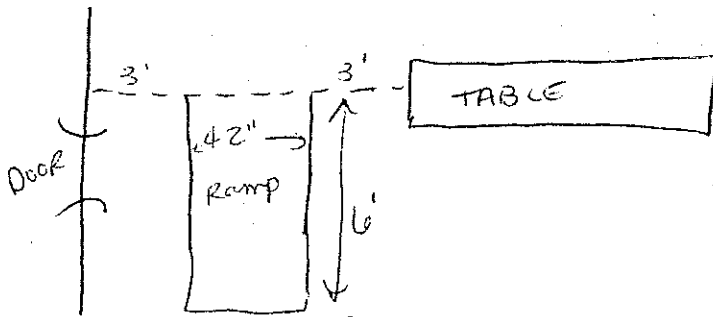
Comments Lower lot only has two spaces existing - one aisle. Convert spaces for aisle. Upper lot keep one space but sign that the entrance is not wheelchair accessible.

ELEMENT 3: RAMPS (ADAAG 4.8)

Need: People in wheelchairs need gently sloped ramps with handrails, no drop-offs, and a smooth, stable surface with level top and bottom platform for resting and turning.

	<u>Yes</u>	<u>No</u>	<u>N/A</u>
1. Slope is least possible and no more than 1:12?	Yes		
2. Cross slope (perpendicular to direction of travel), no more than 1:50?	Yes		
3. Surface: slip resistance, firm and stable?	Yes		
4. Walls, railings or curbs at least 2" high to prevent slipping off ramp?	Yes		
5. Level landing is as wide as ramp and at least 60" long at top and bottom of ramp and at each turn of ramp?	Yes		
6. Ramp is at least 36" wide and rises no more than 30"?	Yes		
7. Handrails			
a. Continuous and provided on both sides of ramp?	Yes		
b. Diameter of gripping surface 1 1/4" - 1 1/2"?	No	1 5/8"	
c. If on/next to wall, wall and handrail are 1 1/2" apart and wall surfaces smooth?	Yes		
d. Handrails at 34" above ramp surface?	No	40"	
e. Ends and edges rounded smoothly?	Yes		
f. Solidly anchored and with fittings that do not rotate?	Yes		

Comments: _____



Step is 6" high

ELEMENT 4: ENTRANCES AND INTERIOR DOORS (ADAAG 4.13 AND 4.14)

Need: People with mobility impairments need a building entrance which is wide, smooth, level or ramped. Entrance doors must be wide, have adequate space for maneuvering on both the pull and push sides, and require light pressure and no twisting to operate.

	<u>Yes</u>	<u>No</u>	<u>N/A</u>
1. At least one principle entrance located on accessible route?		Yes	
2. Accessible doors are standard single or double-leaf hinged doors, not revolving doors/turnstiles?		Yes	
3. Is the door width at least 32" (33" if door size is 36")?		Yes	
4. Is door hardware no higher than 48" and push/pull type or lever operated?		Yes, No	
5. Is the maximum opening force 5 lb. on exterior hinged doors?			
6. Are all thresholds no higher than ½" with beveled edge, and a slope no greater than 1:2.		Yes	
7. Is there a maximum of 48", plus the width of any door swinging into the space between sets of open doors?		No 30" between door upstairs and 38.5" between lower level.	
8. If exterior sliding door: thresholds/bottom tracks maximum height hardware exposed and usable on both sides?			N/A
9. Sweep period of door closing is 3 seconds or more and stops with 15 lb F or less? Yes, No two second lower level.			

Comments: All interior doors at least 33" and lower level lock on door is 50.5"

ELEMENT 5: ELEVATORS (ADAAG 4.10)

Need: All persons with disabilities benefit from elevators. They must provide adequate maneuvering space, time to get to and enter the cab, need audible indications on direction of travel and floors, and tactile markings at all controls. hearing-impaired persons need this information to be visual.

	<u>Yes</u>	<u>No</u>	<u>N/A</u>
1. At least one serves each level on accessible route in a multi-story facility, unless ramped?		Yes	
2. Is it an automatic self-leveling elevator with reopening devices?		Yes	
3. Cars dimensions: if door opens in the center, floor at lease 51" x 80"; if door opens on one side, floor at lease 51" x 68"?		Yes	79"x51"
4. Hall call buttons: centered 42" or less from floor and lighted?		Yes	39"
5. Car controls: highest control 48", buttons at lease 3/4" and marked with raised characters?		Yes	
6. Door remains open 3 seconds?		Yes	
7. Visual and audible floor indicators provided?		Yes	
8. If emergency informations systems provided, audible alarms (bells or audible instructions) and visual signals (flashing alarms or written instructions) used?		No	
9. Automatically corrects over/under travel within 1/2" when stopping at floor?		Yes	
10. Door width at least 36"?		Yes	
11. Floor is firm, stable and slip resistant?		Yes	
12. No more than 1 1/4" gap between car and landing platform?		Yes	
13. All car control buttons are marked to the left with Braille and raised standard alphabet characters for letters, Arabic symbols, or numerals, and the main floor is marked by a large raised star?		Yes	

Comments:

ELEMENT 6: STAIRS AND LIFTS (ADAAG 4.9)

Need: People with sight-impairments need stairs of uniform tread and width, with handrails which guide them and which indicate landings. Stair lifts benefit mobility-impaired people; they cannot substitute for elevators in new construction, but they can be a successful solution to existing stairs that cannot be ramped?

	<u>Yes</u>	<u>No</u>	<u>N/A</u>
1. Stair step heights are uniform; step depths are at least 11" and uniform?		Yes	11"
2. No overhangs on steps greater than 1½"; overhangs are curved?		Yes	
3. Handrails meet requirements (see Ramps)?		Yes	
4. Open risers not present?		Yes	

Comments:

ELEMENT 7: RESTROOMS (ADAAG 4.16 - 4.26)

Need: People with mobility impairments need restrooms that they can get to and use easily and safely. Fixtures need adequate clear floor space for close approach and turning, and some require sturdily mounted grab bars for support or transfer. Controls and hardware must be within reach and easily operable. Hot, sharp, abrasive or protruding objects are hazards.

	Basement Restrooms W- Women M- Male
1. If there are restrooms at least one is provided on an accessible route?	W/M- Yes
2. Entrance door has at least 32" clear opening; lever handle or push/pull type hardware; identified by accessibility symbol?	W/M- Yes W/M- No W/M- No
3. Unobstructed space of 48" x 60" for front and 48" x 56" for side approach?	W/M- No
4. Toilet stall doors at least 32" wide?	W-No 24" M- No 30"
5. In stalls, 59" x 60" floor space for floor-mounted toilet or 56" x 60" for wall-hung toilet?	W- No 40"x71" M- No 35"x40"
6. In stalls, front partition and at least one side partition provide toe clearance of at least 9" above the floor (if depth of the stall is greater than 60", then toe clearance not needed)?	W/M- Yes
7. Grab bars are 33-36" high; located on back and side of stall; 1 1/4"-1 1/2" diameter; 1 1/2" from wall; support 250 lb force in any direction at any point; sharp edges/protrusions eliminated?	W/M- Yes W/M- No W/M- Yes W/M- Yes W/M- Yes W/M- Yes
8. Toilet is 17"-19" high and located maximum 18" from center of toilet to closet wall?	W- No 15", Yes M- No 14.5", Yes
9. For wall-mounted urinal, the basin opening is no more than 17" from floor; elongated rim; clear floor space 30" by 48" in front of urinals?	W- N/A M- Yes W- N/A M- No
10. Toilet paper dispenser at least 19" above floor?	W- No 16" M- Yes 27" (too high)
11. Sinks: height maximum 34"; drain and hot water pipes insulated; minimum 29" clearance below apron of sink; clear floor space 30" x 48" in front of sink?	W/M- Yes W/M- No W/M- Yes W/M- Yes
12. Faucets: controls mounted no more than 44" above ground; hand-operated or automatic but do not require tight gripping, pinching or twisting of wrist.	W/M- Yes W/M- No twisting
13. Where there are mirrors, not higher than 40" above floor?	W- No 42" M- No
14. Towel dispenser and disposal unit: operable part at least 40" above floor?	W- No 48" M- No 51"

Comments: Soap dispensers are no.

ELEMENT 7: RESTROOMS (ADAAG 4.16 -4.26)

Need: People with mobility impairments need restrooms that they can get to and use easily and safely. Fixtures need adequate clear floor space for close approach and turning, and some require sturdily mounted grab bars for support or transfer. Controls and hardware must be within reach and easily operable. Hot, sharp, abrasive or protruding objects are hazards.

First floor Restrooms

W- Women M- Male

- | | |
|---|--|
| 1. If there are restrooms at least one is provided on an accessible route? | W/M- Yes |
| 2. Entrance door has at lease 32" clear opening;
lever handle or push/pull type hardware;
identified by accessibility symbol? | W/M- Yes
W/M- No
W- Yes M- No |
| 3. Unobstructed space of 48" x 60" for front and 48" x 56" for side approach? | W- Yes
M- No |
| 4. Toilet stall doors at least 32" wide? | W- No 29" M- No 30" |
| 5. In stalls, 59" x 60" floor space for floor-mounted toilet
or 56" x 60" for wall-hung toilet? | W- No 56"x36" M- No 55"x35" |
| 6. In stalls, front partition and at least one side partition provide toe clearance
of at least 9" above the floor (if depth of the stall is greater than 60",
then toe clearance not needed)? | W/M- Yes |
| 7. Grab bars are 33-36" high;
located on back and side of stall;
1 1/4"-1 1/2" diameter;
1 1/2" from wall;
support 250 lb force in any direction at any point;
sharp edges/protrusions eliminated? | W-Yes 33.5" M- Yes 33"
W/M- No
W/M- No
W/M- Yes
W/M- Yes
W/M- Yes |
| 8. Toilet is 17"-19" high and located maximum 18"
from center of toilet to closet wall? | W- No 15.5" ,Yes
M- No 15" , Yes |
| 9. For wall-mounted urinal, the basin opening is no more than 17" from floor;
elongated rim; clear floor space 30" by 48" in front of urinals? | W- N/A M- Yes
W- N/A M- Yes |
| 10. Toilet paper dispenser at lease 19" above floor? | W/M- No 17" |
| 11. Sinks: height maximum 34";
drain and hot water pipes insulated;
minimum 29" clearance below apron of sink;
clear floor space 30" x 48" in front of sink? | W/M- Yes
W/M- No
W/M- Yes
W/M -Yes |
| 12. Faucets: controls mounted no more than 44" above ground;
hand-operated or automatic but do not require tight gripping, pinching
or twisting of wrist. | W- Yes 35" M- Yes

W/M- No twisting |
| 13. Where there are mirrors, not higher than 40" above floor? | W- No 42" M- No 45" |
| 14. Towel dispenser and disposal unit: operable part at lease 40" above floor? | W/M- No |

Comments:

ELEMENT 7: RESTROOMS (ADAAG 4.16 -4.26)

Need: People with mobility impairments need restrooms that they can get to and use easily and safely. Fixtures need adequate clear floor space for close approach and turning, and some require sturdily mounted grab bars for support or transfer. Controls and hardware must be within reach and easily operable. Hot, sharp, abrasive or protruding objects are hazards.

Second Floor Restrooms

W- Women M- Male

- | | |
|---|---|
| 1. If there are restrooms at least one is provided on an accessible route? | W/M- Yes |
| 2. Entrance door has at lease 32" clear opening;
lever handle or push/pull type hardware;
identified by accessibility symbol? | W/M- Yes
W/M- No
W/M- Yes |
| 3. Unobstructed space of 48" x 60" for front and 48" x 56" for side approach? | W/M-No |
| 4. Toilet stall doors at least 32" wide? | W/M- No 29.5" |
| 5. In stalls, 59" x 60" floor space for floor-mounted toilet
or 56" x 60" for wall-hung toilet? | W- No 39"x36" M- No 55"x39" |
| 6. In stalls, front partition and at least one side partition provide toe clearance
of at least 9" above the floor (if depth of the stall is greater than 60",
then toe clearance not needed)? | W/M- Yes |
| 7. Grab bars are 33-36" high;
located on back and side of stall;
1 1/4"-1 1/2" diameter;
1 1/2" from wall;
support 250 lb force in any direction at any point;
sharp edges/protrusions eliminated? | W/M- Yes
W/M- No
W/M- Yes
W/M- Yes
W/M- Yes
W/M- Yes |
| 8. Toilet is 17"-19" high and located maximum 18"
from center of toilet to closet wall? | W- Yes ,Yes
M- No 16", Yes |
| 9. For wall-mounted urinal, the basin opening is no more than 17" from floor;
elongated rim; clear floor space 30" by 48" in front of urinals? | W- N/A M- No 29"
W- N/A M- Yes |
| 10. Toilet paper dispenser at lease 19" above floor? | W/M- Yes |
| 11. Sinks: height maximum 34";
drain and hot water pipes insulated;
minimum 29" clearance below apron of sink;
clear floor space 30" x 48" in front of sink? | W/M- Yes
W/M- No
W- Yes M- No 27"
W/M -Yes |
| 12. Faucets: controls mounted no more than 44" above ground;
hand-operated or automatic but do not require tight gripping, pinching
or twisting of wrist. | W/- Yes
W/M- No twisting |
| 13. Where there are mirrors, not higher than 40" above floor? | W- No 42" M- No 46" |
| 14. Towel dispenser and disposal unit: operable part at lease 40" above floor? | W/M- No 48" |

Comments: Stall doors open the wrong way, and only 46" between entrance doors.

ELEMENT 8: DRINKING FOUNTAINS ADAAG 4.15

Need: Persons in wheelchairs need drinking fountains mounted low so they can reach the spout. They need to be able to pull up under the fountain or along its side. Persons who have difficulty using their hands need controls that can be easily operated.

	<u>Yes</u>	<u>No</u>	<u>N/A</u>
	<u>1st Floor</u>	<u>by C.C.C</u>	<u>2nd Floor</u>
1. If fountains are available, 50% accessible on each floor; if only one is available, it is on an accessible route.	Yes	Yes	Yes
2. Spout mounted 36" above floor in front of unit with water flow at least 4" high and parallel to front of unit?	No 43" Yes	No 39" Yes	No 39" Yes
3. Controls operable with one hand without grasping, pinching or twisting.	No	No	Yes
4. Wall mounted: bottom of apron to floor at least 27" x 30" wide, and 17" to 19" deep?	No 37" Yes 18"	Yes 28" Yes 17"	Yes Yes

Comments:

ELEMENT 11: PUBLIC TELEPHONES (UFAS 4.1.2 & 4.31)

Need: Persons in wheelchairs need adequate clear floor space to pull up to the telephone and a low mounting height so they can reach all operable parts. Persons with hearing impairments need volume controls.

	<u>Yes</u>	<u>No</u>	<u>N/A</u>
1. If public telephones, at least one accessible per floor?		No	
2. Located on an accessible route with clear floor space 30" x 48" in front of phone?		No, 42"x30"	
3. Highest operable control 48" high for front approach, 54" for parallel approach?		No 63"	
4. Push button controls?		Yes	
5. Any provision for the hearing impaired?		No	

City of Waukesha
Self-Evaluation
Checklist

Building and Site Accessibility

This checklist is presented to provide you with a review of how well your building/site and programs meet handicap accessibility criteria. If you answer "no" to any of the questions, it does not necessarily mean noncompliance since alternatives may be available to provide accessibility.

Table of Contents

Building and Site Accessibility

General Information

- Element 1. Accessible route
- Element 2. Parking
- Element 3. Ramp
- Element 4. Entrances and interior doors
- Element 5. Elevators
- Element 6. Stairs and lifts
- Element 7. Restrooms
- Element 8. Drinking fountains
- Element 11. Public Telephones