

CITY OF LAUREL, MARYLAND

ACCESSIBILITY CHECKLIST/INSPECTION FORM

It should be noted that this list is a condensed version of the document prepared by the U.S. Architectural and Transportation Barrier Compliance Board and published in October 1992. This document is offered to assist designers, owners and contractors in their obligation to provide accessible sites and buildings as mandated by Title III of the ADA. A more detailed checklist for buildings and facilities can be obtained by calling the Board at 1-800-USA-ABLE.

This document covers some of the minimum requirements for new construction and alterations for the following areas that must be addressed under the mandate:

- A. Parking and Passenger Loading Zones
- B. Site Accessible Routes and Elements
- C. Entrances
- D. Building Accessible Route
- E. **Rooms and Spaces (including Assembly Areas, Dressing and Fitting Rooms)**
- F. Toilet Rooms and Bathrooms
- G. Special Features

NOTE: Numbers listed after each survey item reference the Sections and Items as listed in the ADAAG, dated September 1994, to assist the applicant's understanding of the law.

NAME OF FACILITY: _____

ADDRESS: _____

DATE: _____ PERMIT # _____

NAME OF APPLICANT _____

ADDRESS: _____

TITLE: _____ TELEPHONE # _____

CHECKLIST/INSPECTION FORM

A. PARKING AND PASSENGER LOADING ZONES

1. Are the proper number of accessible parking spaces provided?
(See table 4.1.2 in ADAAG) Yes No

Total parking spaces _____

Total accessible parking spaces: Cars _____ Vans _____

2. Are car accessible spaces with the requisite access aisles provided? Yes No

Are van accessible spaces with the requisite access aisles provided? Yes No

3. Are the accessible spaces on the shortest route to the building's accessible entrance? (ADAAG 4.6.2) Yes No

4. Are the spaces on a level (1:50) and stable surface? (ADAAG 4.6.3) Yes No

5. Do the access aisles connect directly to an accessible route?
(ADAAG 4.3) Yes No

6. Are there vertical sign posts at each accessible space showing the
International Symbol of Access? (ADAAG 4.6.4) Yes No

6a. Are the signs high enough to be seen over parked cars? Yes No

6b. Are van accessible spaces identified? Yes No

6c. Do van accessible spaces have the required minimum
98" vertical clearance? (ADAAG 4.6.5) Yes No

6d. Do the signs indicate that there is a \$250 fine for improper use of an accessible parking space? (Laurel, MD law) Yes No

B. SITE ACCESSIBLE ROUTES AND ELEMENTS

1. Is a passenger loading zone provided? (ADAAG 4.6) Yes No

1a. If provided, does it comply with ADAAG 4.6.6? Yes No

2. Is an exterior accessible route provided? (ADAAG 4.3)

2a. From public transportation? (ADAAG 4.3.2) Yes No

2b. From passenger loading zone? (ADAAG 4.6.6) Yes No

2c. From parking areas and garages? (ADAAG 4.3)

Yes No

3. Are protruding objects identified? (ADAAG 4.4.1)

Yes No

4. Are level changes ramped? (ADAAG 4.3.8, 4.5.2)

Yes No

5. Is directional signage to accessible entrances provided?
(ADAAG 4.30.1)

Yes No

6. Are curb ramps provided where needed? (ADAAG 4.7.1)

Yes No

C. ENTRANCES

1. Are at least 50% of all public entrances accessible, a minimum
of one (1)? (ADAAG 4.1.3)

Yes No

1a. Are all accessible entrances clearly marked?
(ADAAG 4.1.2(7)(c)) Yes No

1b. Do accessible doors have a minimum 32" clear opening?
(ADAAG 4.13.6) Yes No

1c. Is the threshold no more than 1/2" high and beveled?
(ADAAG 4.13.8) Yes No

1d. If an entry ramp is provided, does it have:
• Slope of 1:12 or less? (ADAAG 4.8.2) Yes No

• A firm, stable and slip resistance surface?
(ADAAG 4.8.8) Yes No

- Smooth continuous handrails on both sides with a minimum of 36" clearance? (ADAAG 4.8.3)

Yes No

- Handrails that extend 12" past top and bottom of ramp surface? (ADAAG 4.8.5)

Yes No

- 2" high edge protection on each side of ramp? (ADAAG 4.8.7)

Yes No

- Level landings on top and bottom of ramp? (ADAAG 4.8.4)

Yes No

- A minimum of 60" X 60" where landings change direction? (ADAAG 4.8.4)

Yes No

2. Is there a maneuvering space of 18" to 24" provided on the pull side of the entry door? (ADAAG 4.13.6) Yes No

D. **BUILDING ACCESSIBLE ROUTES - INTERIOR**

1. **INTERIOR ROUTES**

1a. Do accessible routes connect all accessible elements and spaces within the building? (ADAAG 4.1.3, 4.3.2) Yes No

1b. Is the accessible route at least 36" wide? BOCA requires 44" minimum hallway width. (ADAAG 4.3.3) Yes No

1c. Is a 60" wide passing space provided where needed every 200' minimum? (ADAAG 4.3.4) Yes No

1d. Are protruding objects mounted properly without intruding into the accessible route? (ADAAG 4.4.1) Yes No

2. ALARMS

2a. Are both visual and audio alarms provided where required?
(ADAAG 4.28)

Yes No

3. DRINKING FOUNTAINS

3a. Are drinking fountains, where provided, accessible (at least 50% or a minimum of one per floor)? (ADAAG 4.15)

Yes No

3b. Is the spout height no higher than 36" AFF?
(ADAAG 4.15.2)

Yes No

3c. Are controls operable with one hand? (ADAAG 4.15.3)

Yes No

3d. Is the knee space clearance a minimum of 27" AFF?
(ADAAG 4.15.5)

Yes No

4. RAMPS

4a. If ramps are provided to make a level change, do they meet the conditions of Section C, 1d of this document? (ADAAG 4.8) Yes No

5. ELEVATORS (if provided)

5a. Is the car size for center door opening a minimum of 54" X 80"? (ADAAG 4.10.9, Fig. 22) Yes No

5b. Is the car size for side door opening a minimum of 54" X 68"? (ADAAG 4.10.9, Fig. 22) Yes No

5c. Is the door opening a minimum of 36" clear? (ADAAG 4.10.9, Fig. 22) Yes No

5d. Are there visual and audible signals at each hoistway entrance? (ADAAG 4.10.4) Yes No

5e. Are there raised and Braille floor numbers affixed to each side of hoistway? (ADAAG 4.10.5)

Yes No

5f. Are call buttons centered at 42" AFF with no protruding objects deeper than 4" mounted beneath? (ADAAG 4.10.3)

Yes No

5g. Are car control panels mounted no higher than 54" AFF? (ADAAG 4.10.12)

Yes No

5h. Does control panel have floor designations in raised numbers and Braille that contrast in color with the background? (ADAAG 4.10.12, 4.30)

Yes No

5.i Does the elevator have audible signals that sound once for UP and twice for DOWN? (ADAAG 4.10.4)

Yes No

E. ROOMS & SPACES

1. INTERIOR DOORS

1a. Do doors have 32" minimum clear opening width?
(ADAAG 4.13.5) Yes No

1b. Do doors have levered or "U" shaped handles or push
type mechanisms? (ADAAG 4.13.9) Yes No

1c. Do doors take no more than 5 lbf (pounds of force) to open?
(ADAAG 4.13.11) Yes No

1d. Are permanent rooms identified with raised letters
and Braille signs on the latch side wall of the doors 60" AFF?
(ADAAG 4.30.6) Yes No

1e. Do doors have 18" to 24" maneuvering space on the
pulls side? (ADAAG 4.13.6) Yes No

2. OPERATING CONTROLS & MECHANISMS

2a. Are light switches, wall outlets and controls located between 15" and 48" AFF where only forward approach is available for wheelchair users? (ADAAG 4.2.5, 4.2.6) Yes No

3. ASSEMBLY AREAS

3a. Does fixed seating allow for wheelchair accessible locations? (ADAAG see chart 4.1.3(19)) Yes No

3b. Are wheelchair spaces located on an accessible route with choice of sight lines and ticket prices? (ADAAG 4.33.3) Yes No

3c. Are proper lines of sight provided for wheelchair spaces in sports venues? (ADAAG Preamble 36.308(B)) Yes No

3d. Are assistive listening devices offered? (ADAAG 4.1.3(19)(b)) Yes No

3e. Is there access provided to performing areas i.e.; stage, dressing rooms, lockers? (ADAAG 4.33.5) Yes No

F. RETAIL SPACES

1 DRESSING & FITTING ROOMS

1a. Do the dressing & fitting rooms, where provided, have 5% accessible, but not less than one (1), situated on an accessible route? (ADAAG 4.35.1) Yes No

1b. Do the accessible dressing/fitting rooms have a 60" dia. turning space not obstructed by the door swing? A "T" turn is allowed. (ADAAG 4.35.2) Yes No

1c. Does door or curtain entry allow for a minimum of 32" clear width? (ADAAG 4.13) Yes No

1d. Are accessible dressing/fitting rooms provided with a 24" X 48" bench affixed to the long wall 17" to 19" AFF? (ADAAG 4.35.4) Yes No

1e. Is there a full length mirror at least 18" wide X 54" high provided? (ADDAG 4.35.5) Yes No

2. COUNTERS (i.e.; Sales, Cash, Service, Ticket)

2a. Does the counter have a portion at least 36" wide and no more than 36" high? Yes No

2b. Where provided, is there at least one accessible check-out aisle with proper clearances & signage? (ADAAG 7.3(3)) Yes No

G. TOILET ROOMS & RESTROOMS

1. Are the restrooms on an accessible route? (ADAAG 4.22) Yes No

2. DOORS

2a. Does entry door have a minimum of 32" inside clearance?
(ADAAG 4.13)

Yes No

2b. Does entry door take no more than 5 lbf to open?
(ADAAG 4.13.11)

Yes No

2c. Does entry door swing intrude into the clear floor space
of any fixture? (ADAAG 4.22.2, 4.23.3)

Yes No

3. Is there a 60" turning radius provided to access all the fixtures?
(ADAAG 4.22, 4.23)

Yes No

LAVATORIES

4a. Does the lavatory have a minimum of one (1) accessible position? (ADAAG 4.22.6, 4.23.6) Yes No

4b. Does the lavatory have a rim height no higher than 34" AFF? (ADAAG 4.19.2) Yes No

4c. Does the lavatory have a minimum knee clearance of 29" AFF? (ADAAG 4.19.2) Yes No

4d. Does the front edge of the lavatory project at least 17" from the wall? (ADAAG 4.19.2) Yes No

4e. Are the accessible position hot water and waste pipes insulated? (ADAAG 4.19.4) Yes No

4f. Is the tap set ,at the accessible location, operated without tight pinching or grasping? (ADAAG 4.19.5, 4.27.4) Yes No

4g. If mirrors are provided, is the bottom edge no higher than 40" AFF? (ADAAG 4.19.6) Yes No

5. TOILET STALLS

5a. Is accessible toilet stall at least 60" wide X 56" deep for a wall mounted toilet or 59" deep for a floor mounted toilet? (ADAAG 4.22.4, 4.23.4) Yes No

5b. Is the toilet positioned to allow for side transfer by a wheelchair user? (ADAAG 4.17.3, A4.17.3) Yes No

5c. Does the stall door have at least a 32" clear opening, and if the door swings in, does it allow for the required clear floor space? (ADAAG 4.17.3)

Yes No

5d. Are grab bars appropriately placed on side and rear wall next to toilet? (ADAAG 4.17.6)

Yes No

6. URINALS

6a. If urinals are provided, is at least one mounted with the elongated rim no more than 17" AFF? (ADAAG 4.22.5, 4.23.5)

Yes No

7. ACCESSORIES

7a. Are wall dispensers mounted no higher than 48" AFF at their highest operable part? (ADAAG 4.27.3)

Yes No

7b. If medicine cabinets are provided, is at least one mounted no higher than 44" AFF? (ADAAG 4.23.9) Yes No

8. ACCESSIBLE SHOWERS

8a. Where showers are provided, is at least one (1) a transfer type measuring 36" X 36" and equipped with a seat? (ADAAG 4.21.2, 4.21.3) Yes No

8b. If a transfer shower is provided, is the curb no more than 1/2" high? (ADAAG 4.21.7) Yes No

8c. In a public or common use bathing facility, when a roll-in shower is provided, is the interior at least 30" X 60"? This cannot have a curb. (ADAAG 4.21.2, 4.21.7) Yes No

8d. Are faucets and hand controls within reach of a seated user and easily operated without tight grasping, pinching or twisting of the wrists? (ADAAG 4.21.5, 4.27.4) Yes No

8e. Does the shower spray unit have a hose at least 60" long?
(ADAAG 4.21.6) Yes No

8f. Are grab bars provided that comply with ADAAG 4.26 & 4.21?
Yes No

8g. Where roll-in showers are provided in transit lodging, is a
seat provided? (ADAAG 9.1.2, 4.21.2) Yes No

9. LOCKER ROOMS

9a. Is there the proscribed 60" wheelchair turning space provided?
(ADAAG 4.35.2) Yes No

9b. Do benches have the proper clear floor space to allow a wheelchair
user to make a parallel transfer?(ADAAG 4.5.1, 4.35.4) Yes No

9c. Do benches have a seat height of 17" min. to 19" max. and have a 24" X 48" surface? (ADAAG 4.35.4) Yes No

9d. Are lockers, coat hooks and other accessories within the allowable reach range? (ADAAG 4.2) Yes No

H. **SPECIAL FEATURES**

I. **ALARMS**

1a. Are visual alarms placed in public and common use restrooms? (ADAAG 4.28.1) Yes No

1b. Are visual alarms provided in all general use areas of the building such as meeting rooms, hallways, and lobbies? (ADAAG 4.28.1) Yes No

2. PUBLIC TELEPHONES

2a. Is a least one (1) pay telephone per bank accessible?
(ADAAG 4.31.1) Yes No

2b. Are the pay telephones hearing aid compatible and do they
have volume control? (ADAAG 4.31.5) Yes No

2c. If there are four (4) or more public telephones at an interior
location, is a least one a text telephone (TDD)?
(ADAAG 4.31.9) Yes No

2d. Is there directional signage provided to indicate the location(s)
of the text telephone(s) (TDD)?
(ADAAG 4.30.2, 4.30.3, 4.30.5) Yes No

3. PROTRUDING OBJECTS

3a. If objects mounted on the wall have leading edges between 27"
and 80" AFF, do they protrude less than 40 into the path of
travel? (ADAAG 4.4.1) Yes No

3b. Do free standing objects mounted on posts with leading edges between 27" and 80" AFF, project less than 12" into the perpendicular path of travel? (ADAAG 4.4.1)

Yes No

3c. Is there an accessible path, at least 36" clear, alongside a protruding object? (ADAAG 4.4.1)

Yes No

I do solemnly declare and affirm, under the penalties of perjury, that I, the owner, designer, contractor or agent of the owner authorized to perform the proposed work, hereby certify that the contents of this document are true and correct, that construction will conform to all current accessibility code requirements and that I am authorized to make this certification.

_____	_____
Owner/Authorized Agent Signature	Date

Title	

Address	

_____	_____
Phone #	Fax #

Applicants may consult with the City's official accessibility consultant or any qualified ADA specialist at their own expense.

Wm. L. Wilkoff, FASID, Consultant
(202) 966-4482

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Inspector	Verification