

*City of Irwindale*  
Americans with Disability Act  
Self-Evaluation and Transition Plan



*January 2015*



**FINAL**



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# TABLE OF CONTENTS

**PART 1 – EXECUTIVE SUMMARY ..... 1**

**1.0 OVERVIEW .....1**

**1.1 PURPOSE.....2**

**1.2 LEGISLATIVE REQUIREMENTS .....2**

**1.3 SUMMARY .....4**

**1.4 CITY PROFILE.....5**

**1.5 METHODOLOGY .....6**

**1.6 DEFINITIONS .....9**

**PART 2 – ADA SELF-EVALUATION ..... 14**

**1.0 INTRODUCTION .....14**

**2.0 GENERAL RECOMMENDATIONS .....15**

**2.1 EVALUATION OF SERVICES, PROGRAMS, AND ACTIVITIES – CITYWIDE .....16**

**2.1.1 ADA COORDINATOR .....16**

**2.1.2 PUBLIC NOTICE AND WRITTEN NOTIFICATIONS.....17**

**2.1.3 DISTRIBUTION OF PUBLICATIONS .....20**

**2.1.4 EQUALLY EFFECTIVE COMMUNICATION .....20**

**2.1.5 GRIEVANCE PROCEDURES.....23**

**2.1.6 ACCESS TO PROGRAMS, SERVICES, AND ACTIVITIES .....24**

**2.1.7 PROVIDE FOR MODIFICATIONS TO POLICIES, PRACTICES, OR PROCEDURES.....24**

**2.1.8 FEES AND SURCHARGES .....25**

**2.1.9 WEBSITE ACCESSIBILITY .....25**

**2.1.10 PUBLIC MEETINGS.....26**

**2.1.11 PRINTED INFORMATION.....27**

**2.1.12 TRANSPORTATION .....28**

**2.1.13 USE OF CONSULTANTS.....29**

**2.2 EVALUATION OF SERVICES, PROGRAMS, AND ACTIVITIES – DEPARTMENT SPECIFIC .....29**

**2.2.1 ADMINISTRATION/FRONT DESK .....29**

**2.2.2 CITY CLERK.....32**

**2.2.3 ADMINISTRATION/HOUSING .....33**

**2.2.4 COMMUNITY DEVELOPMENT .....35**

**2.2.5 PUBLIC WORKS/ENGINEERING DEPARTMENT .....39**

**2.2.6 POLICE .....42**

**2.2.7 FINANCE/CITY TREASURER .....47**

**2.2.8 HUMAN RESOURCES.....48**

**2.2.9 LIBRARY.....49**

**2.2.10 SENIOR CENTER .....52**

**2.2.11 RECREATION/POOL .....55**

**2.3 PUBLIC INPUT .....59**

**2.3.1 RESPONSE TO QUESTIONNAIRE COMMENTS .....59**

**PART 3 – TRANSITION PLAN..... 63**

- 1.0 OVERVIEW ..... 63**
- 2.0 PRIORITIES ..... 64**
- 3.0 PHASING AND EXPENDITURE PLAN ..... 66**
- 4.0 FUNDING FOR PROJECTS..... 69**
- 5.0 HISTORIC STRUCTURES ..... 69**
- 6.0 POOL ACCESSIBILITY ..... 70**

**PART 4 – ADA TOOLKIT ..... 71**

- 1.0 OVERVIEW ..... 71**

**APPENDICIES**

- A QUESTIONNAIRES**
- B PUBLIC NOTICE AND COUNCIL AGENDA**
- C FACILITY BARRIER REPORT**
  - C-1 FACILITY ASSESSMENT REPORT SUMMARY**
  - C-2 CITY HALL / POLICE DEPARTMENT**
  - C-3 LIBRARY / DAN DIAZ RECREATION CENTER**
  - C-4 SWIMMING POOL**
  - C-5 ANNEX OFFICES / SENIOR CENTER**
  - C-6 MISSION ROCK CHURCH**
  - C-7 POST OFFICE**
  - C-8 IRWINDALE PARK**
  - C-9 JARDIN DE ROCA SKATE PARK**
  - C-10 EL NIDO PARK**
  - C-11 LITTLE PARK OF IRWINDALE**
- D COMMONLY ASKED QUESTIONS FOR LAW ENFORCEMENT**
- E DISABILITY ETIQUETTE**
- F WEBSITE ANALYSIS**

## **PART 1 – EXECUTIVE SUMMARY**

### **1.0 Overview**

The City of Irwindale is committed to providing all of their programs, services, and facilities accessible to all without discrimination, while at the same time complying to the Americans with Disabilities Act (ADA) and other federal and state laws, codes and regulations.

It is the intent of the City to address and improve the following programmatic and physical accessibility barriers in the following areas:

Customer Service: Policies and practices that ensure individuals with disabilities can participate in the programs, activities and services provided by the City including: procedures for program modifications, and not charging additional fees for reasonable accommodation to the person with a disability for modification required to make a program accessible.

Outreach and Information: Notices, printed information, televised and audiovisual information, the City website, public telephones and communication devices.

Training and Staffing: Raise the current level of training and experience of City staff with policies and procedures regarding providing services to individuals with disabilities.

Programs and Activities: Program eligibility and admission, public meetings, tours and trips, transportation services, the use of consultants or contractors to provide city services, emergency evacuation procedures, special events and private events on City properties, maintenance of accessible programs and ongoing accessibility improvements.

Accessible/Adaptive Equipment: The use of automated electronic equipment and auxiliary aids to assist individuals with disabilities participate in City programs.

## 1.1 Purpose

This self-evaluation and transition plan report analyzes [1] program accessibility and [2] physical accessibility. For there to be an absence of discrimination, both of the types of accessibility must be provided.

Program accessibility: The policies, practices, and procedures that permit people with disabilities to participate and have access to important information. Individuals with disabilities shall be provided an equally effective opportunity to participate in or benefit from the City's programs and services.

Physical accessibility: requires that a facility be barrier-free. Barriers include any obstacles that prevent or restrict the entrance to or use of a facility.

The City may achieve accessibility by a number of methods:

- Structural methods such as altering an existing facility;
- Acquisition or redesign of equipment;
- Assignment of aides; and
- Providing services at alternate accessible sites.

When choosing a method of providing program access, the City should give priority to the solution that result in the most integrated setting appropriate to encourage interaction among all users, including individuals with disabilities. In compliance with the requirements of the ADA, the City must provide equality of opportunity. For example, the use of separate auxiliary counters to conduct transactions could be viewed as segregation; therefore, it is recommended that the main counters used for transactions and services are accessible.

## 1.2 Legislative Requirements

The American with Disabilities Act (ADA) is a wide-ranging civil rights law for persons with disabilities that prohibits discrimination and ensures equal opportunity for persons with disabilities in employment, State and local government services, public accommodations, commercial facilities, and transportation.

- Title I of the law prohibits discrimination by employers against qualified individuals with disabilities in all aspects of employment.
- Title II covers State and Local Government activities which prohibits discrimination in the City’s policies, programs, services, and facilities that are available to the public; which include the requirements in the ADA Accessibility Guidelines (ADAAG) that apply to the facilities and other physical holdings (e.g. sidewalks, streets, and pedestrian ways.)
- Title III covers businesses and nonprofit service providers that are public accommodations, privately operated entities, privately operated transportation, and commercial facilities.
- Title IV addresses telephone and television access for people with hearing and speech disabilities; which requires telephone companies to provide telecommunication relay services.
- Title V contains supplemental regulations that are not explicitly covered in other parts of the law.

Title II has the broadest impact on the City of Irwindale and is intended to protect qualified individuals with disabilities from discrimination on the basis of disability in the services, programs, or activities of all State and local governments. Title II also extends the prohibition of discrimination on the basis of disability established by section 504 of the Rehabilitation Act of 1973, as amended, to all activities of State and local governments, including those that do not receive Federal financial assistance.

This ADA Self-Assessment and Transition Plan has been prepared to fulfill the requirements set forth in Title II of the Americans with Disabilities Act (28 CFR §35.105 and 28 CFR §35.150(d)); which requires that all public entities with 50 or more employees create a “transition plan” that sets forth the steps necessary to ensure compliance with ADA and its implementing regulations.

The California Code of Regulations, Title 24, Part 2 (commonly referred to as Title 24) mandates that all publically funded buildings, structures and related facilities shall be accessible to and usable by persons with disabilities. Although California has adopted most of the ADAAG requirements, there are some differences. In general, the more restrictive requirements (whether federal or state) should be

applied when designing accessible facilities. Title 24 was incorporated in the evaluation of architectural barriers as part of the Transition Plan described in Part III of this report.

The Unruh Civil Rights Act (Cal. Civ. Code § 51(f)) and the California Disabled Persons Act (Cal. Civ. Code § 52(a), 54(a)) allow plaintiffs to add state claims for money damages onto ADA lawsuits filed in federal court. This is not the case in other states, where ADA plaintiffs are entitled only to having an access issue remedied, plus attorney's fees.

The law prohibits excluding persons with disabilities or denied the benefits from the services programs, or activities offered by the City (28 CFR §35.130(a)); and it is the City's responsibility to provide access to its programs, services and activities in both owned and leased facilities (28 CFR §35.130(b)(4)). This document presents the results of the City's review of access programs, services and activities by persons with disabilities. This report will assist the City of Irwindale to identify policy, program, and physical barriers to accessibility and to develop barrier removal solutions that will facilitate the opportunity of access to all individuals.

### **1.3 Summary**

This plan is presented in four (4) parts and describes the process by which policies, programs, and facilities were evaluated for compliance with the ADA; presents the findings of that evaluation; and provides Recommendation to ensure compliance.

A survey of the City's sidewalks, curb ramps, and traffic signals with the right-of-way throughout the City was not performed in this study.

Part 1: EXECUTIVE SUMMARY - This section provides an overview of the requirements for developing the Self-Evaluation and Transition Plan and outlines the plan development process.

Part 2: SELF-EVALUATION – The Self-Evaluation is the City's assessment of its current policies, practices, and procedures. The Self-Evaluation identifies and makes Recommendation to correct those policies and practices that are inconsistent with Title II requirements. As part of the Self-Evaluation, the City:

- Identified the City’s programs, activities, and services; and
- Reviewed the policies, practices, and procedures that govern the administration of the City’s programs, activities, and services.

Part 3: TRANSITION PLAN – This section includes a review of physical barriers of sites for compliance with the Americans with Disabilities Accessibility Guidelines (ADAAG) and Title 24 of the California Code of Regulations (which is cited as the California Building Code) and a barrier removal/transition plan. The specific requirements for preparation of an acceptable Transition Plan are described in 28 CFR §35.150(d)(3). This plan includes:

- A list of the physical barriers in the City’s facilities that limit the accessibility of its programs, activities, or services to individuals with disabilities;
- A detailed outline of the methods to be used to remove these barriers and make the facilities accessible;
- A schedule for taking the steps necessary to achieve compliance with the ADA, Title II; and
- The name of the individual responsible for the plan's implementation.

Part 4: TOOL KIT – This section contains references to Federal, State, and other groups for the City to maintain the program accessibility guidelines, standards, and resources.

#### **1.4 City Profile**

The City of Irwindale, founded in 1860 and incorporated in 1957, is a 9.58 square mile charter city located 20 miles east of downtown Los Angeles. The City is known as Jardin de Roca (Garden of Rocks) due to its rocky soil and vast mineral resources that serve the construction industry. While the City only has approximately 1416 residents, the city is known for its substantial business and industrial community. The City is a full service charter city that operates under the Council/Manager form of government with a five member council, elected at large by the city residents.

City Facilities include the City Hall; Police Department; Council Chambers; Library; Recreation, Swimming Pool; Maintenance Yard; Senior Center; Annex Building, which includes the Chamber of Commerce and Community Center; Alderson Site; and the Mission Church. The City has two main parks and two community parks.

## 1.5 Methodology

The process to implement the City of Irwindale’s ADA Self-Evaluation and Transition Plan included meetings with department heads and employees; the administration of departmental program accessibility questionnaires; a review of the City’s published rules, regulations and policies; a survey to identify physical barriers in public facilities; and a public involvement process to obtain input from the public and to review the draft.

A city wide survey of the sidewalks, curb ramps, and traffic signals with the right-of-way throughout the City was not performed in this study. The city has an ongoing public sidewalk maintenance problem.

### Self-Evaluation:

Policies, programs, and procedures were evaluated to determine current levels of service and the extent to which its policies and programs created barriers to accessibility for persons with disabilities. A departmental program and policy questionnaire was sent to all City Departments. From this questionnaire and follow-up interviews, staff provided information on the nature of the program, forms and methods used to advertise the program’s services and activities, a profile of current participants, the types of equipment and materials used, testing and entrance requirements, the level of staff training, and any special modifications provided. Questionnaires were distributed and received from the following departments:

- City Clerk
- Housing
- Planning and Community Development
- Public Works/Engineering
- Police
- Finance/City Treasurer
- Human Resources
- Library
- Recreation/Pool
- Senior Center

The self-evaluation process identified public accessibility issues that have both City-wide and department specific impacts. Specific issues have been identified and presented into actions that need to be implemented. Issues that have commonality across all departments have been incorporated into policy Recommendation for overall application. Findings from each department's report and Recommendation can be found in Part II and a copy of the blank questionnaire can be found in Appendix A.

#### Transition Plan:

The transition plan was prepared by performing the following steps:

- A physical site investigation of all City facilities (both interior and exterior as required) was performed to determine what alterations might be necessary in order to meet ADA Accessibility Guidelines.
- A barrier assessment inventory with photos was developed and includes recommended improvements needed to remove the physical barriers. Reference to code defining the barrier is included
- Preliminary estimates on the costs of the alterations that would be necessary to remove barriers and make City facilities fully accessible was performed.
- The barriers were prioritized and an implementation schedule was developed.

The following are the City facilities assessed:

- City Hall/Council Chamber/Police Department
- Library/Dan Diaz Recreation Center
- Swimming Pool
- Annex/Senior Center
- Mission Rock Church
- Post Office
- Irwindale Park (with two restrooms)
- Jardin De Roca Skate Park (One restroom)
- El Nido Park
- Little Park of Irwindale

Alderson Site facility is not open to the public for any city services or programs. This facility requires significant tenant improvements to make it ready for occupancy. There are inactive branch circuits, loose and exposed wiring, partial finished flooring in the office spaces, creating uneven walking surfaces and inoperable plumbing. Since this facility is not open to the public, a report for access compliance has not been created.

The maintenance yard is not open to the public for any city services or programs; therefore a report for access was not created.

The Gazebo area of Irwindale Park is currently scheduled for improvements within the next six months; therefore a report for access in this area was not created.

#### Public Outreach:

Title II of the ADA (28 CFR §35.105(b) and 28 CFR §35.150(d)(1)); requires that the City provide opportunities by individuals with disabilities , organizations representing individuals with disabilities and other interested individuals to participate in the development of the transition plan by submitting input into the self-evaluation process.

Several opportunities were provided for input into the self-evaluation process. Input collected from within the City's organizational structure through the departmental questionnaire (Appendix A), selected interviews, and document reviews. A public input questionnaire was available at the public counters and posted on the City Website to afford members of the public an opportunity to provide input. A public notice and announcement was made at City Council Meeting on October 8, 2014. City Council Agenda's and meeting minutes are included in Appendix B. Input received from the public is summarized in the response to survey section of this report.

## 1.6 Definitions

The following is a summary of many definitions found in the ADA. Please refer to the Americans with Disabilities Act for the full text of definitions and explanations.

Disability: The term disability means, with respect to an individual:

- A physical or mental impairment that substantially limits one or more of the major life activities of such individual;
- A record of such impairment; or
- Being regarded as having such impairment.

Qualified Individual with a Disability: A qualified individual with a disability means an individual with a disability who, with or without reasonable modification to rules, policies, or practices; the removal of architectural, communication, or transportation barriers; or the provision of auxiliary aids and services, meets the essential eligibility requirements for the receipt of services or the participation in programs or activities provided by the City.

Discrimination on the Basis of Disability: Discrimination on the basis of disability means to:

- Limit, segregate, or classify a citizen in a way that may adversely affect opportunities or status because of the person's disability;
- Limit, segregate, or classify a participant in a program or activity offered to the public in a way that may adversely affect opportunities or status because of the participant's disability;
- Participate in a contract that could subject a qualified citizen with a disability to discrimination;
- Use any standards, criteria, or methods of administration that have the effect of discriminating on the basis of disability;
- Deny equal benefits because of a disability;
- Fail to make reasonable accommodations to known physical or mental limitations of an otherwise qualified individual unless it can be shown that the accommodation would impose an undue burden on the City's operations;

- Use selection criteria that exclude otherwise qualified people with disabilities from participating in the programs or activities offered to the public; and
- Fail to use tests, including eligibility tests, in a manner that ensures that the test results accurately reflect the qualified applicant's skills or aptitude to participate in a program or activity.

Complaint: A complaint is a claimed violation of the ADA.

Physical or Mental Impairments: Physical or mental impairments may include, but are not limited to: vision, speech, and hearing impairments; emotional disturbance and mental illness; seizure disorders; mental retardation; orthopedic and neuromotor disabilities; learning disabilities; diabetes; heart disease; nervous conditions; cancer; asthma; hepatitis B; HIV infection (HIV condition); and drug addiction if the addict has successfully completed or is participating in a rehabilitation program and no longer uses illegal drugs.

The following conditions are not physical or mental impairments: transvestitism; illegal drug use; homosexuality or bisexuality; compulsive gambling; kleptomania; pyromania; pedophilia; exhibitionism; voyeurism; pregnancy; height; weight; eye color; hair color; left-handedness; poverty; lack of education; a prison record; and poor judgment or quick temper if not symptoms of a mental or physiological disorder.

Substantial Limitations of Major Life Activities: An individual is disabled if she or he has a physical or mental impairment that (a) renders her or him unable to perform a major life activity, or (b) substantially limits the condition, manner, or duration under which she or he can perform a particular major life activity in comparison to other people.

Major life activities are functions such as caring for oneself, performing manual tasks, walking, seeing, hearing, speaking, breathing, learning, and working. In determining whether physical or mental impairment substantially limits the condition, manner, or duration under which an individual can perform a particular major

life activity in comparison to other people, the following factors shall be considered:

- The nature and severity of the impairment;
- The duration or expected duration of the impairment; and
- The permanent or long-term impact (or expected impact) of or resulting from the impairment.

Having a Record of Impairment: An individual is disabled if he or she has a history of having an impairment that substantially limits the performance of a major life activity; or has been diagnosed, correctly or incorrectly, as having such impairment.

Regarded as Having a Disability: An individual is disabled if she or he is treated or perceived as having an impairment that substantially limits major life activities, although no such impairment exists.

Reasonable Program Modifications: If the individuals' disabilities prevent them from performing the essential functions of the program or activity, it is necessary to determine whether reasonable program modifications would enable these individuals to perform the essential functions of the program or activity. Reasonable program modification is any change in program or activity or in the way things are customarily done that enables an individual with a disability to enjoy equal program opportunities. Accommodation means modifications or adjustments:

- To a registration or application process to enable an individual with a disability to be considered for the program or activity;
- To the program or activity environment in which the duties of a position are performed so that a person with a disability can perform the essential functions of the program or activity; and
- That enable individuals with disabilities to enjoy equally the benefits of the program or activity as other similarly situated individuals without disabilities enjoy. Modification includes making existing facilities and equipment used by individuals readily accessible and usable by individuals with disabilities.

## Modification applies to:

- All decisions and to the application or registration process;
- All services provided in connection with the program or activity; and
- Known disabilities only.

## Modification is not required if:

- It changes the essential nature of a program or activity of the person with a disability;
- It creates a hazardous situation;
- Adjustments or modifications requested are primarily for the personal benefit of the individual with a disability; or
- It poses an undue burden on the City.

Undue Burden: The City shall not provide an accommodation that imposes an undue burden on the operation of the City's business. Undue burden means significant difficulty or expense incurred in the provision of accommodation. Undue burden includes, but is not limited to, financial difficulty. Undue burden refers to any modification that would be unduly costly, extensive, substantial, or disruptive, or that would fundamentally alter the nature of operation of the business of the City. Whether a particular accommodation will impose an undue hardship is determined on a case-by-case basis. If a particular modification is determined to cause an undue burden to the City of Sonoma, the City shall attempt to identify another modification that would not pose such a burden. If cost causes the undue burden, the City must consider whether funding for the modification is available from an outside source. If no such funding is available, the City must give the person with a disability the opportunity to provide the modification or to pay for that portion of the modification that constitutes an undue burden. The following factors shall be considered in determining whether a program modification would create an undue burden: the nature and cost of the modification; the financial resources of the City available to make the modification; the impact the expense of the accommodation will have on the affected City operation; and the permanence of the alterations affecting the site.

Auxiliary Aids and Services: The term auxiliary aids and services include:

- Qualified interpreters or other effective methods of making orally delivered materials available to individuals with hearing impairments,
- Qualified readers, taped texts, or other effective methods of making visually delivered materials available to individuals with visual impairments;
- Acquisition or modification of equipment or devices; and other similar services and actions.

## **PART 2 – ADA SELF-EVALUATION**

### **1.0 Introduction**

The Self-Evaluation is the City’s assessment of its current policies, practices, and procedures. The Self-Evaluation identifies and makes recommendations to correct those policies and practices that are inconsistent with Title II requirements. As part of the Self-Evaluation, the City [1] identified programs, activities, and services; and [2] reviewed the policies, practices, and procedures that govern the administration of the City’s programs, activities, and services.

Policies, programs, and procedures were evaluated to determine current levels of service and the extent to which its policies and programs created barriers to accessibility for persons with disabilities. A departmental program and policy questionnaire was sent to all City Departments. From this questionnaire and follow-up interviews, staff provided information on the nature of the program, forms and methods used to advertise the program’s services and activities, a profile of current participants, the types of equipment and materials used, testing and entrance requirements, the level of staff training, and any special modifications provided. Questionnaires were distributed and received from the following departments:

- City Clerk Housing Planning and Community Development
- Public Works/Engineering
- Police
- Finance/City Treasurer
- Human Resources
- Library
- Recreation/Pool
- Senior Center

The self-evaluation process identifies public accessibility issues that have both City-wide and department specific impacts. Specific issues have been identified and presented into actions that need to be implemented. Issues that have commonality across all departments have been incorporated into policy Recommendation for overall application. This section presents the findings and Recommendation

from each department's report. A copy of the blank questionnaire can be found in Appendix A.

## 2.0 General Recommendations

These recommendations are the ongoing efforts and business practices to maintain accessibility to programs and services.

1. Public Review: This plan should be available public review (28 CFR §35.150(d)(1)). The City should maintain this plan (in all the appropriate alternate formats) for public access review and inspection.
2. Terminology: Although not a code requirement, City publications should be reviewed to see if the word "handicapped" is used. The words "individuals with disabilities" or "persons with disabilities" should replace "handicapped". The term "disabled person" should also be avoided.
3. Prohibition Against Discrimination and Nondiscriminatory Treatment: (28 CFR §35.130(a) and (b)(1)(i)thru(iv)) The ADA prohibits public entities from excluding persons with disabilities or denied the benefits from the services programs, or activities offered by the public entity. This is accomplished by the City completing the following actions:
  - a) The completion of this self-evaluation and transition plan is a significant step in ensuring the City does not have and discriminatory treatment.
  - b) Maintenance of Records: For three years after completion of the self-evaluation, the City must a keep record of any problems identified (28 CFR §35.105). Ongoing customer satisfaction surveys and other methods for public input will assist with ongoing input to enhance the efforts of the City to serve individuals with disabilities; therefore, the City should maintain the public input questionnaire available to the public.
  - c) The City should adopt the recommendations in this report then budget and implement all of the recommendations in the transition plan presented in this report.

- d) **Maintenance of Accessible Features:** The City needs to develop and implement a maintenance program for their accessible features and elements (28 CFR §35.133).
- e) **Training:** On-going compliance with the ADA can only be achieved if City staff and officials receive training. Although training is not required by the ADA, continuing training regarding the requirements of the ADA is recommended. The City should develop and implement an annual training program for all employees. The staff training program needs to include the following subjects:
  - i. Disability etiquette: Staff members who interact with the public should be aware of the many tips on interacting with individuals with disabilities. Refer to Appendix E.
  - ii. Acceptable methods for reasonable accommodations: Staff members should be aware of simple and easy methods to accommodate individuals with disabilities.
  - iii. Resources available: Staff members should know about auxiliary aids, services, assistive listening devices etc. available. All staff members should know where to look and who to call.

## 2.1 Evaluation of Services, Programs, and Activities – Citywide

### 2.1.1 ADA Coordinator: 28 CFR §35.107(a)

#### Requirement:

ADA requires that the City designate at least one employee to coordinate ADA compliance. The regulations require the City to make available to interested persons the name, office address and telephone number of the ADA coordinator.

#### Finding:

The City has a designated ADA Coordinator; however, questionnaire results show that not all members of city staff know

how to find the info for the ADA coordinator.

Ms. Elvie Balderrama/HR Director and ADA Coordinator

Phone: 626.430.2200

Fax: 626.430.2295

Email: [ebalderrama@ci.irwindale.ca.us](mailto:ebalderrama@ci.irwindale.ca.us)

Recommendation:

1. A citywide periodic training program should be established explaining the roles and responsibilities of the ADA coordinator and the resources available.
2. The contact information of the ADA coordinator is available on the website; however it can be made clearer and easier to find.
3. Postings and notifications need to be available at all public counters. See section 2.1.2 below.

**2.1.2 Public Notice and  
Written Notifications**

28 CFR §35.106

28 CFR §35.163

Requirement:

The City needs to inform the public of their rights and protections provided by ADA and ensure that interested persons, including persons with impaired vision or hearing, can obtain information as to the existence and location of accessible services, activities, and facilities. The law requires the following:

- Provide information to applicants, participants, beneficiaries, employees and other interested persons of the rights and protections afforded by Title II of the ADA;
- All written materials must include notice of non-discrimination;
- Provide Title II information in alternative formats to ensure that the information is accessible to people with disabilities.

The law does not specifically state how the City must provide for accessibility to the City's programs, services and activities. One method is to disseminate information in a variety of locations and

formats to enhance the access to programs, services and activities of the City.

Findings:

1. The NOTICE UNDER THE AMERICANS WITH DISABILITIES ACT is posted at most of the public counters and bulletin boards. This notice has been reviewed and meets the requirements of ADA.
2. Public notifications regarding events and registration often do not include nondiscrimination language.
3. When there is a public notification, it does not always identify a contact person for individuals with disabilities who may request program modifications, or information on how a hearing or speech impaired person could communicate by telephone.
4. Meeting agendas: All the agendas reviewed have the same basic Notice of Compliance and indicate a phone number to call if an individual with a disability has a request for assistance. Plus, there is a statement that guides those with hearing impairments who would like an assistive listening device to contact the Deputy City Clerk prior to the meeting. These Notices of Compliance for the various public meetings comply with the requirements of the ADA. Thus, no modifications or additions are required. The following agendas were reviewed:
  - City Council Meeting Agenda
  - Parks and Recreation Commission Meeting Agenda
  - Senior Citizen Commission Meeting Agenda
  - Planning Commission Meeting Agenda
  - Oversight Commission meeting Agenda

Recommendations:

1. Increase outreach to persons with disabilities. The City should increase their efforts to inform the public of the possible modifications it is required to and can provide to make its services, programs, and activities accessible.

2. Ensure that the ADA Public Notice regarding the City's commitment to providing accessible services continue to be posted on all City information boards and kiosks that will maximize public exposure.
3. Non-discrimination language should continue to appear on all meeting agendas, and all written materials.
4. The non-discrimination language and public notices should include a list those City agencies, departments, and specialized services that offer TTY/TDD in printed City directories.
5. The non-discrimination language and public notices should include a statement that the information is provided in alternate formats for persons with disabilities and that the City provides appropriate auxiliary aids and services where necessary to afford an individual with a disability an equal opportunity to participate in, and enjoy the benefits of, a service, program, or activity.
6. The identity, title, address, phone number and e-mail address of the ADA Coordinator needs to be included with the non discrimination language and public notices.

**2.1.3 Distribution of Publications**  
28 CFR §35.163(b)

Requirement:

Materials need to be displayed in departments and areas that are accessible for individuals with disabilities.

Finding:

The City provides materials available for public review in three locations (at the Community Development Department, City Hall, and the Library.) In general, these locations are accessible to persons with disabilities.

Recommendation:

The City should develop a written policy describing the requirement that material on display and available for public review must be accessible for individuals with disabilities.

**2.1.4 Equally Effective Communication**  
28 CFR §35.160(a)

Requirements:

The City must ensure that members of the public, applicants, and participants with disabilities have communication access that is equally effective as that provided to persons without disabilities. In order to meet the ADA's communication standards, City departments need to be able to have a reasonable accommodation policy to provide information in alternative formats such as using easy-to-understand language, Braille, large-print format, audiotape, or computer disk.

The City must provide appropriate auxiliary aids and services where necessary to afford an individual with a disability an equal opportunity to participate in, and enjoy the benefits of, a service, program, or activity. (28 CFR §35.160(b)(1))

Findings:

1. Most City departments and offices produce printed information that is available to the public.
2. While some City departments distribute information about obtaining printed information in alternate formats, other departments do not.

3. Most registration forms, permits, and waivers are only available in written form.
4. Although the City Agenda notices say that assistive listening devices are available upon request, the City does not have any devices available.
5. The City does not have a list of available a list of interpreters, readers, etc. to be used to accommodate requests.

Recommendation:

1. Develop a Citywide policy and provide information to each department on how to produce printed information in alternative formats for persons with various disabilities to ensure that requests are handled in a uniform and consistent manner. This policy should describe the reasonable accommodations (e.g., staff assistance), upon request, to assist in filling out forms or when alternative formats are unavailable or infeasible and that all requests for other alternative formats or lengthy documents on an individual basis.
2. The Citywide policy should describe the City's commitment to provide program information in alternative formats on an individual basis as requested, including large print media and taped announcements available over the telephone. Refer to section 2.1.2 above on posting a publicizing the City's notice and commitment.
3. When publications are accompanied by illustrations, the City should include images of individuals with and without disabilities.
4. Ensure that interested persons, including persons with impaired vision or hearing, can obtain information as to the existence and location of accessible services, activities, and facilities. (28 CFR §35.163) This information should be included in the Citywide policy and training of staff. The posting of appropriate signage is addressed in Part III of this report.
5. Include a notice on all materials printed by the City that are made available to the public that the publications can be

made available upon request in alternative formats, such as, Braille, large print, audiotape, or computer disk. Include the contact information for processing the request. Refer to section 2.1.2 above.

6. Provide program, facility, permits, and reservation information in a variety of formats upon request (for example, in large-print format for persons with visual disabilities or in simple language for persons with cognitive disabilities).
7. The City should purchase assistive listening devices. Systems and devices to amplify sound for persons with hearing disabilities should be available for public meetings and events. Various technologies exist for these devices. Different types of devices are more suitable for different types of hearing disabilities. Devices should be chosen to accommodate the greatest number of individuals. In determining what type of auxiliary aid and service is necessary primary consideration shall be given to the requests of the individual with disabilities. (28 CFR §35.160(b)(2))
8. Identify and have available a list of interpreters, readers, etc. to be used to accommodate requests for these services. (28 CFR §35.160(c))
  - a. Interpreters should be provided as determined through the request for accommodation process or in circumstances where an interpreter is known to be required. The City must ensure that those individuals utilizing a language other than English and are deaf, are also provided interpreter services that specialize in signing for that language.
9. Where the City communicates by telephone with applicants and beneficiaries, ensure that TDD's or equally effective telecommunication systems are used to communicate with individuals with impaired hearing or speech. (28 CFR §35.161)
  - a. The City does not have a main TDD number, and none of the departments have sufficient demand to install their own TTY/TDD.
  - b. The Police Department has a TDD/TTY service as part of their emergency/911 call service.

- c. Request that the phone company provide an amplification device, a shelf, and text telephone (TDD/TTY) or an outlet for a text telephone at a single location available for all departments to be able to use if required. Ensure that the Citywide policy and staff training describe the existence and location of this resource.
- d. Train staff in use of TDD/TTYs and the 711 California Relay System.

**2.1.5 Grievance Procedures**

28 CFR §35.107(b) and  
28 CFR §35.170 thru 178

Requirement:

The City is required to adopt and publish grievance procedures which provide for the prompt and equitable resolution of complaints alleging any action that would be prohibited by the ADA.

Findings:

- 1. The City has adopted and published grievance procedures. These procedures were reviewed and are in compliance with the ADA.
- 2. Questionnaires indicate that City staffs are generally not aware of how and with whom to file a disability discrimination complaint.

Recommendations:

- 1. As described in section 2.1.2 above, all departments need to ensure the ADA notice is posted at all public counters. This notice includes information about how and with whom to file a disability discrimination complaint.
- 2. All departments need training on how and with whom to file a disability discrimination complaint.

**2.1.6 Access to programs,  
services, and activities**  
28 CFR §35.130(b)(3)

Requirement:

The City may not adopt official policies that are discriminatory or engage in practices that are discriminatory. This prohibition applies to policies that are explicitly exclusionary and to those which appear to be neutral but have a discriminatory effect.

Findings:

In general, from the review of policies, the City has no policies or practices that could have the direct or indirect effect of excluding or limiting the participation of individuals with disabilities.

Recommendation:

The City should develop and adopt a citywide policy that describes the City's commitment that they will not adopt any policies that are discriminatory or engage in practices that are discriminatory.

**2.1.7 Provide for  
modifications to  
policies, practices, or  
procedures:**  
28 CFR §35.130(b)(7)

Requirement:

Procedures and policies shall allow for reasonable modifications to policies, practices or procedures, when such modifications are necessary to offer goods or services, etc., to individuals with disabilities unless doing so would fundamentally alter the goods or services, etc. (28 CFR §35.150(a)(3) and 28 CFR §35.164).

Finding:

1. Although the City's ADA notice describes that a reasonable accommodations to make modifications to policies and procedures, the City does not have any formal policy, forms, or training.
2. The City does not have a process for determining whether a policy or practice modification would fundamentally alter the nature of the program or service being offered.
3. Auxiliary aids (such as tools, adjustable work tables, etc.) are generally not available to assist persons with disabilities.

Recommendation:

1. The City should develop a reasonable accommodation policy, application process, and form. The policy should include process for determining whether a policy or practice modification would fundamentally alter the nature of the program or service being offered.
2. The policy should also require, when appropriate and when requested, that the City will provide or make available auxiliary aids that would allow a person with disabilities to participate in programs. The policy should be based on Citywide protocol as described in section 2.1.4 above.

**2.1.8 Fees and Surcharges**  
28 CFR §35.130(f)

Requirement:

The law requires that the City cannot charge a fee or add a surcharge to cover the cost of making their facilities, programs, services or activities accessible to persons with disabilities.

Finding:

From the review of the policies, there are no circumstances in which a person with a disability would be asked to pay a fee or meet any other requirement not imposed on other program participants for the City.

**2.1.9 Website Accessibility**  
28 CFR §35.149 and 28  
CFR §35.163(a)

Requirement:

1. The ADA Title II and the Rehabilitation Act of 1973 generally require that state and local governments provide qualified individuals with disabilities equal access to their programs, services, or activities. One way to help meet these requirements is to ensure that government websites have accessible features for people with disabilities.

Finding:

1. The internet is an important tool used by the City of Irwindale to do business. The City of Irwindale routinely makes information about their programs, activities, and services available to the public by posting it on their website. As a result, many people can easily access this information. The website also allows the public to participate in at any time of day and without the assistance of government personnel.
2. A preliminary review of the City's website was performed using the W3C Web Accessibility initiative, "Easy Checks – A First Review of Web Accessibility." This purpose of this check helps assess the accessibility of the web page, and covers only a few accessibility issues and is not comprehensive; a web page could seem to pass these checks, yet still have accessibility barriers. More robust evaluation is needed to evaluate all issues comprehensively. The detailed results of the website review is presented in Appendix F

Recommendation:

1. The City should perform a thorough web accessibility evaluation. The checks performed of the website are not definitive and only covers a few issues. A robust evaluation is needed to evaluate all issues comprehensively.
2. An agency with an inaccessible website may also meet its legal obligations by providing an alternative accessible way for citizens to use the programs or services, such as a staffed telephone information line. These alternatives, however, are unlikely to provide an equal degree of access in terms of hours of operation and the range of options and programs available.

**2.1.10 Public Meetings**  
28 CFR §35.130(d)Requirement:

1. Services, programs, and activities must be conducted in the most integrated setting appropriate to the needs of qualified individuals with disabilities where possible, the same setting offered to others.

Finding:

2. Almost every City department is responsible for holding public meetings. Generally, public meetings are held in locations that are accessible to persons with mobility impairments. The physical architectural barriers of each facility are described in Part III. However, most City departments indicated that they need training on how to respond to requests for other accommodations. City Council and Advisory Board Agendas describe that assistive listening systems for the Council Chambers and American Sign Language Interpreters are available through the City Clerk's office with at least forty-eight (48) hours advance notice for meetings. There have been no recent requests for these services. The City does not have any assistive listening devices available nor is there a list of sign language interpreters available.

Recommendation:

- Refer to section 2.1.4 above regarding requirements for effective communications requirements and Recommendation.
- Purchase assistive listening devices for all conference rooms and public meeting rooms that use sound amplification systems.
- Identify and have available a list of interpreters, readers, etc. to be used to accommodate requests.
- Revise the City policy to require all public meetings and special events must be held in accessible locations.

**2.1.11 Printed Information**Requirement:

The law requires that the City ensures that individuals with disabilities have communication access that is equally effective as that provided to persons without disabilities. In order for the City to meet the ADA communication standards the City must be able to provide information in alternative formats.

Finding:

1. In general the City departments do not have alternate communication formats available. Staff indicated that they have limited understanding of the requirements and types of accessible alternate formats and did not have a procedure to produce accessible alternate formats.

Recommendation:

1. The City should develop and adopt a policy that describes where appropriate or when requested, the City should provide documents and publications such as large print, Braille, audiotape, computer disk, pictorial signage, etc. for individuals with disabilities. The policy should be based on Citywide protocol as described in section 2.1.4 above.
2. When publications are accompanied by illustrations, images of individuals with and without disabilities should be included.

**2.1.12 Transportation**Requirement:

Services and programs offered by the City to the public must be accessible. Accessibility applies to all aspects of the program or service including transportation.

Finding:

1. The Senior Center and Recreation Department provide transportation for many of their programs. These departments provide accessible transportation upon request or based on perceived need.
2. The Senior Center has a lift equipped van to transport individuals who use wheelchairs, but the recreation department does not. The recreation department is able to use the lift equipped van if the need arises.

Recommendation:

The City should develop a written policy describing accessibility requirements for programs that provide transportation. The policy

should include a provision for the destinations of trips to be accessible to people with disabilities. This policy also should include the resources available to both departments. The policy should describe how individuals with visual disabilities are escorted door-to-door and that sign language interpreters will be provided when requested.

**2.1.13 Use of Consultants**  
28 CFR §35.130(b)(5)

Requirement:

The City cannot use contract procurement criteria that discriminate against persons with disabilities. Further, contractors should be held to the same nondiscrimination rules as apply to the City.

Findings:

The City Departments normally have all contracts be reviewed by the City Attorney to ensure that outside consultants are notified of their responsibilities for providing services in a nondiscriminatory manner. This is a normal practice; however, there is not a written policy describing this process.

Recommendation:

The City should develop a written policy describing the requirement that all contracts must be reviewed by the City Attorney and include language that notify outside consultants of their responsibilities for providing services in a nondiscriminatory manner. The contracts should include the City's policy regarding accessibility for individuals with disabilities.

**2.2 Evaluation of Services, Programs, and Activities – Department Specific**

**2.2.1 Administration/Front Desk**

The City's Front Desk provides many services to both the public and other city departments. In general, the front desk is the first point of contact with the public. The public contacts the front desk to be helped and directed to the other City departments or services. The primary telephone line rings at the front desk to be directed to the appropriate person.

**Customer Service:**Requirement:

Policies and practices that ensure individuals with disabilities can participate in the programs, activities and services provided by the City including a reasonable accommodation to the person with a disability for modification required to make a program accessible.

Finding:

1. In general, from the review of policies, The Administration Office/Front Desk has no policies or practices that could have the direct or indirect effect of excluding or limiting the participation of individuals with disabilities. (28 CFR §35.130(b)(3)). Also refer to section 2.1.46 above
2. The Front Desk does advertise the accessibility of facilities, and their special procedures used for individuals with disabilities. (28 CFR §35.163). The ADA Public Notice is posted on the information bulletin board.
3. A part of the Front Desk services, members of the public, applicants, etc. are required to complete written forms.

Recommendation:

1. Ensure that the ADA Public Notice regarding the City's commitment to providing accessible services continues to be posted on all City information boards and kiosks that will maximize public exposure.
2. Develop and adopt a policy for staff training for providing alternative methods of completing forms for people with disabilities that prevent them from filling out or signing forms. The policy should be based on Citywide protocol as described in section 2.1.4 above.
3. The department should ensure that individuals with disabilities can obtain information about the location of accessible entrances, program sites, and other access features and special procedures for individuals with disabilities. This information should be posted and available at the front desk and bulletin boards.

### **Public Telephones, Communication Devices, and Auxiliary Aids**

#### Requirements:

1. The law requires that where the City communicates by telephone, text telephones (TDD/TTY) or equally effective telecommunication systems must be used. (28 CFR §35.161)
2. Services and programs offered by the City to the public must be accessible. Accessibility applies to all aspects of the program or service including provisions for auxiliary aids.

#### Findings:

1. The Front Office does not have TDDs/TTYs nor are the staff members trained in the use of TDD/TTY equipment or other means of communicating over the telephone with a person with hearing and speech disabilities, such as the 711 California Relay System.
2. Most of the Citywide phone calls and the main phone number are routed through the front office. The other City Departments do not have the demand for a dedicated TDD/TTY system.

#### Recommendation:

The Department should acquire or gain access to TDDs/TTYs and ensure that staff members are trained in the use of TDD/TTY equipment or other means of communicating over the telephone with a person with hearing and speech disabilities. This system should be available for use by all City Departments as required. The policy should be based on Citywide protocol as described in section 2.1.4 above.

## 2.2.2 City Clerk

The City Clerk's Office provides many services to both the public and other city departments, including clerical and records keeping, maintaining an accurate record and index of City Council, Housing Authority, and Reclamation Authority proceedings, and keeping a repository of contracts, agreements, and official legislative actions.

The office accumulates an agenda packet of supporting documentation for each City Council, Housing Authority, and Reclamation Authority meeting, prepares resulting minutes, and ensures completion of directed actions, processes claims and lawsuits, provides voter registration information, and conducts the municipal elections.

The City Clerk's Office provides public information and responds to requests for public information, certifies and distributes ordinances and resolutions, posts legal notices, and is responsible for maintaining and distributing the Irwindale Municipal Code.

### **Customer Service**

#### Requirement:

Policies and practices that ensure individuals with disabilities can participate in the programs, activities and services provided by the City including a reasonable accommodation to the person with a disability for modification required to make a program accessible.

#### Finding:

In general, from the review of policies, The City Clerk Office has no policies or practices that could have the direct or indirect effect of excluding or limiting the participation of individuals with disabilities. (28 CFR §35.130(b)(3)). Also refer to section 2.1.6 above.

### **Public Meetings:**

#### Requirement:

Services, programs, and activities must be conducted in the most integrated setting appropriate to the needs of qualified individuals with disabilities where possible, the same setting offered to others. (28 CFR §35.130(d))

Finding:

1. The City Clerk is responsible for holding all Council and Advisory Board meetings, with the exception of Planning Commission Meetings. Generally, public meetings are held in locations that are accessible to persons with mobility impairments. The physical architectural barriers are described in Part III.
2. City Council and Advisory Board Agendas describe that assistive listening systems for the Council Chambers and American Sign Language Interpreters are available through the City Clerk's office with at least forty-eight (48) hours advance notice for meetings. There have been no recent requests for these services. The City does not have any assistive listening devices available nor is there a list of sign language interpreters available.
3. The City does not have a written policy allowing individuals with disabilities to be offered the opportunity to participate as members of your planning or advisory boards (28 CFR §35.130(b)(1)(vi)). The requirements for participation are voter registration and residency.

Recommendation:

The City Clerk should develop a written policy and implement the Recommendation of section 2.1.10 above in accordance with Citywide protocol. The Policy should include allowing individuals with disabilities to participate as members of the planning or advisory boards.

**2.2.3 Administration/  
Housing**

The Housing Department assists the very low to moderate income community in meeting their affordable housing needs in the areas of home ownership opportunities, economic development, and capital improvements. The department implements the city's various housing assistance programs, which include first time ownership opportunities for families who qualify and administering the application process for the Las Casitas senior apartment complex.

**Customer Service**Requirement:

Policies and practices that ensure individuals with disabilities can participate in the programs, activities and services provided by the City, including a reasonable accommodation to the person with a disability for modification required to make a program accessible.

Findings:

1. In general, from the review of policies, The Housing Office has no policies or practices that could have the direct or indirect effect of excluding or limiting the participation of individuals with disabilities. (28 CFR §35.130(b)(3)). Also refer to section 2.1.6 above.
2. A part of the Housing Office business practices, applicants are required to complete written forms.

Recommendation:

The Housing Department should develop a written policy and training to provide alternative methods of completing forms for people with disabilities that prevent them from filling out or signing forms. The policy should be based on Citywide protocol as described in section 2.1.4 above.

**Printed Information:**Requirement:

The law requires that the City ensures that individuals with disabilities have communication access that is equally effective as that provided to persons without disabilities. In order for the City to meet the ADA communication standards the City must be able to provide information in alternative formats.

Finding:

Documents and publications are not provided in alternative formats such as Braille, audiotape, computer disk, pictorial signage, etc. for

individuals with disabilities. Additionally, most printed materials provided by the Housing Department to the public are available on the City's website. Documents and publications are available in large print.

Recommendation:

Where appropriate or when requested, the Department should provide documents and publications such as large print, Braille, audiotape, computer disk, pictorial signage, etc. for individuals with disabilities. Where appropriate or when requested, the Department should also provide documents and publications in simple, easy-to-understand language for individuals with learning disabilities. The policy should be based on Citywide protocol as described in section 2.1.4 above.

#### **2.2.4 Community Development**

The Community Development Department is responsible for planning, economic development and code enforcement activities within the city, and provides support to the City Council and Planning Commission. The Community Development Department consists of the following divisions:

Planning processes all development applications and oversees all design review approvals. It also drafts new city ordinances and prepares amendments to the General Plan.

Code Enforcement handles nuisance abatement and code violation notifications and proceedings.

The main offices for the department are in the Annex. Refer to the barrier facility reports for physical barriers to this building.

#### **Customer Service**

Requirement:

Policies and practices that ensure individuals with disabilities can participate in the programs, activities and services provided by the City including a reasonable accommodation to the person with a disability for modification required to make a program accessible.

Findings:

1. In general, from the review of policies, The Community Development Department divisions have no policies or practices that could have the direct or indirect effect of excluding or limiting the participation of individuals with disabilities. (28 CFR §35.130(b)(3)). Also refer to section 2.1.6 above.
2. A part of the Community Development Department business practices, applicants are required to complete written forms.

Recommendation:

1. The Community Development Department should develop a written policy and training to provide alternative methods of completing forms for people with disabilities that prevent them from filling out or signing forms. The policy should be based on Citywide protocol as described in section 2.1.4 above.

The department should ensure that people with disabilities can obtain information about the location of accessible entrances, program sites, and other access features and special procedures for individuals with disabilities. This information should be posted and available at the front desk and bulletin boards.

2. The Community Development Department does advertise the accessibility of facilities, and their special procedures used for individuals with disabilities. (28 CFR §35.163) The ADA Public Notice is posted on the information bulletin board.

**Printed Information**Requirement:

The law requires that the City ensures that individuals with disabilities have communication access that is equally effective as that provided to persons without disabilities. In order for the City to meet the ADA communication standards the City must be able to provide information in alternative formats.

**Findings:**

1. Documents and publications are not provided in alternative formats such as Braille, audiotape, computer disk, pictorial signage, etc. for individuals with disabilities. Additionally, most printed materials provided by the Community Development Department to the public are available on the City's website. Documents and publications are available in large print.
2. Materials need to be displayed in departments and areas that are accessible for individuals with disabilities. (28 CFR §35.163(b)). The Community Development Department provides materials available for public review in three locations (at the Community Development Department, City Hall, and the Library.) In general, these locations are accessible to persons with disabilities.

**Recommendation:**

1. Where appropriate or when requested, the Department should provide documents and publications such as large print, Braille, audiotape, computer disk, pictorial signage, etc. for individuals with disabilities. Where appropriate or when requested, the Department should also provide documents and publications in simple, easy-to-understand language for individuals with learning disabilities. The policy should be based on Citywide protocol as described in sections 2.1.3 and 2.1.4 above.

**Public Meetings:****Requirement:**

Services, programs, and activities must be conducted in the most integrated setting appropriate to the needs of qualified individuals with disabilities where possible, the same setting offered to others. (28 CFR §35.130(d))

Findings:

1. The Community Development Department is responsible for holding all Planning Commission Meetings. Generally, public meetings are held in locations that are accessible to persons with mobility impairments. The physical architectural barriers are described in Part III.
2. Planning Commission Agendas describe that assistive listening systems for the Council Chambers and American Sign Language Interpreters are available through the City Clerk's office with at least forty-eight (48) hours advance notice for meetings. There have been no recent requests for these services. The City does not have any assistive listening devices available nor is there a list of sign language interpreters available.
3. The City does not have a written policy allowing individuals with disabilities to be offered the opportunity to participate as members of your planning or advisory boards (28 CFR §35.130(b)(1)(vi)). The requirements for participation are voter registration and residency.

Recommendation:

1. The Community Development Department, in conjunction with the City Clerk, should develop a written policy and implement the Recommendation of section 2.1.10 above in accordance with Citywide protocol. The Policy should include allowing individuals with disabilities to participate as members of the planning or advisory boards.

### **2.2.5 Public Works/ Engineering Dept**

The Public Works Department provides planning and management of the design, construction, operation, and maintenance of Irwindale's infrastructure and mining industry by ensuring a safe and clean environment for residents, businesses and customers in the most cost-effective manner. The Public Works Department consists of the following divisions:

Building and Safety: This division is responsible for the administration and enforcement of city, state, and federal building and safety codes. It provides standards to safeguard life, limb, health, property, and public welfare by regulating and controlling the construction, quality of materials, use, occupancy, location, and maintenance of all buildings within our jurisdiction.

Engineering: This divisions main functions are:

- Preparation of plans and specifications
- Right of way appraisals and acquisitions
- Oversee the bidding process for Capital Outlay projects
- Administration, inspection, and construction of Capital Improvement Projects
- During construction, engineering staff inspects the work

Maintenance: This division is responsible for ensuring the preservation of streets, parks, facilities, and city vehicles.

The main offices for the department are in the Annex. Refer to the barrier facility reports for physical barriers to this building.

#### **Customer Service**

##### Requirement:

Policies and practices that ensure individuals with disabilities can participate in the programs, activities and services provided by the City including a reasonable accommodation to the person with a disability for modification required to make a program accessible.

Findings:

1. In general, from the review of policies, The Public Works / Engineering Department have no policies or practices that could have the direct or indirect effect of excluding or limiting the participation of individuals with disabilities. (28 CFR §35.130(b)(3)). Also refer to section 2.1.6 above.
2. A part of the Public Works / Engineering Department business practices, applicants are required to complete written forms.
3. The Public Works/Engineering Department divisions do not advertise the accessibility of facilities, and their special procedures used for individuals with disabilities (28 CFR §35.163) The ADA Public Notice is posted on the information bulletin board.

Recommendation:

1. The Public Works / Engineering Department should develop a written policy and training to provide alternative methods of completing forms for people with disabilities that prevent them from filling out or signing forms. The policy should be based on Citywide protocol as described in section 2.1.4 above.
2. The department should ensure that people with disabilities can obtain information about the location of accessible entrances, program sites, and other access features and special procedures for individuals with disabilities. This information should be posted and available at the front desk and bulletin boards.

**Licensing and Certification**Requirement:

Licensing and certification programs shall be administered in a manner that allows qualified individuals with disabilities full and equal access, and to the extent that you establish requirements for the programs or activities of licensees, or certified entities that

such requirements ensure full and equal access for qualified individuals with disabilities to such programs or activities. (28 CFR §35.130(b)(6))

Finding:

The Public Works Department administers the business license program. In review of this program it appears that the City is not using eligibility criteria that tend to exclude or screen out persons with disabilities, unless such criteria can be shown to be necessary for the provision of the goods, services, etc. being offered. (28 CFR §35.130(b)(8))

**New Construction and Alterations**

Requirement:

1. For new construction and alterations (28 CFR §35.151), each facility or part of a facility constructed by, on behalf of, or for the use of a public entity must be designed and constructed in accordance with the current standards and in such manner that the facility or part of the facility is readily accessible to and usable by individuals with disabilities.
2. Newly constructed or altered streets (28 CFR §35.151(i)), roads, and highways must contain curb ramps or other sloped areas at any intersection having curbs or other barriers to entry from a street level pedestrian walkway.
3. California Civil Code Section 55.53 requires that the City employ or retain a sufficient number of building inspectors who are CASp certified to conduct permitting and plan check services to review for compliance with state construction-related accessibility standards.

Findings:

1. The plan check process and inspections for both City Capital Improvement Projects and private developers use the Los Angeles City Building and Safety and Public Works Department. This practice ensures that the plans and construction meet the appropriate building codes for

accessibility. This practice also allows the City to meet the requirement for CAsp certified inspectors to be retained.

2. The City's normal practices meet the requirements; however there is no written policy describing processes and requirements to ensure new construction and alterations are designed and constructed in accordance with the current codes and standards.

Recommendation:

The Department should develop a written policy describing how the City will ensure that new construction and alterations will be designed and constructed in accordance with the current codes and standards.

## **2.2.6 Police**

The Police Department provides public safety and law enforcement service for the City of Irwindale.

### **Customer Service**

Requirement:

Policies and practices that ensure individuals with disabilities can participate in the programs, activities and services provided by the City including a reasonable accommodation to the person with a disability for modification required to make a program accessible.

Findings:

1. In general, from the review of policies, The Police Department has no policies or practices that could have the direct or indirect effect of excluding or limiting the participation of individuals with disabilities. (28 CFR §35.130(b)(3)). Also refer to section 2.1.6 above.
2. There are circumstances that members of the public are required to complete written forms.

3. The Police Department does advertise the accessibility of facilities, and their special procedures used for individuals with disabilities. (28 CFR §35.163) The ADA Public Notice is posted on the information bulletin board.

Recommendation:

1. The Department should provide alternative methods of completing forms, as developed Citywide, for people with disabilities that prevent them from filling out or signing forms. The policy should be based on Citywide protocol as described in section 2.1.4 above.
2. The department should ensure that people with disabilities can obtain information about the location of accessible entrances, program sites, and other access features and special procedures for individuals with disabilities. This information should be posted and available at the front desk and bulletin boards.

**Public Telephones, Communication Devices, and Auxiliary Aids**

Requirements:

1. The law requires that where the City communicates by telephone, text telephones (TDD/TTY) or equally effective telecommunication systems must be used. (28 CFR §35.161)
2. Services and programs offered by the City to the public must be accessible. Accessibility applies to all aspects of the program or service including provisions for auxiliary aids.

Findings:

The Police Department does have TDDs/TTYs for their 911 emergency service (28 CFR §35.162) and the dispatchers are trained in the use of the equipment or other means of communicating over the telephone with a person with hearing and speech disabilities, such as the 711 California Relay System. (28 CFR §35.161)

## **Detention Facilities**

### Requirement:

For jails, detention and correctional facilities, and community correctional facilities (28 CFR §35.152), if the facility is inaccessible or unusable by individuals with disabilities, public entities shall ensure that qualified inmates or detainees with disabilities shall not be excluded from participation or be denied benefits, services, programs, or activities or be subjected to discrimination.

### Finding:

The City Police department does not normally use their own detention facility. The police officers will transport detainees to other Los Angeles County Facilities that are ADA compliant. This practice is generally acceptable.

### Recommendation:

The Police Department should develop a written policy describing the restrictions and use of the detention facility. The Police Department should verify that these facilities meet the ADA accessibility requirements.

## **Policies and Procedures**

### Findings:

1. The Police Department policy requires an ADA Coordinator delegated by the Chief of Police to ensure equal access to services, programs and activities. Duties include developing reports, and acting as a liaison with disability advocacy groups and staff. The Police Captain, Ty Henshaw has been designated as the Police ADA Coordinator.
2. Policy for Hearing Impaired and Disabled Communications was reviewed
  - a. This policy and covers everything required in the American with Disabilities Act as it applies to persons with hearing impairments (including deaf), speech

impairments, and vision impairments (including blind individuals).

- b. There is a complete discussion regarding the acquisition and use of Auxiliary Aids, Sign language interpreters and requisite training of Police staff. Also covered are Custodial Interrogations, Arrests and Bookings, Complaints, and Training.
3. Policy for Service Animals was reviewed
    - a. This policy covers everything required in the American with Disabilities Act as it applies to persons who use Service Animals. It covers the definition of a Service Animal and typical tasks performed, and the Police Department staff responsibilities with understanding the ADA and Service Animals.
  4. The Police department does not have a policy on how the Police Department would respond to persons with mobility impairments, wheelchair users, those who have seizures, and transporting practices in the event of the need to arrest persons with these types of disabilities.
  5. The Police department does not have a policy on how the Police Department to differentiate people with disabilities that may have a staggering gait or slurred speech related to their disabilities or the medications they take. These characteristics, which can be associated with neurological disabilities, mental/emotional disturbance, or hypoglycemia, may be misperceived as intoxication.

Recommendation:

1. The Police Department should develop procedures and conduct training to staff for programs/services that provide appropriate transportation for any person who has been arrested and has a disability that precludes them from being transported in a safe manner in a patrol unit. For those individuals and for individuals with disabilities who have been injured and must be transported by ambulance, care will be taken, whenever possible, to transport equipment and service animals used by persons with disabilities for access and/or

communication, taking into consideration the safety of the suspect, citizens in general, and the police officers. When transport with the disabled individual is not possible, transport of the equipment and/or service animal to the individual's destination will be made, if possible. If this is not possible, police personnel will contact an appropriate resource to secure and/or care for the equipment and/or service animal.

2. The Police Department should develop a written policy and conduct periodic training, sensitivity, and awareness will help to ensure equitable treatment of individuals with disabilities as well as effective law enforcement. For example:
  - a. When approaching a car with visible signs that a person with a disability may be driving (such as a designated license plate or a hand control) , the police officer should be aware that the driver may reach for a mobility device.
  - b. Using hand signals, or calling to people in a crowd to signal for a person to stop, may be effective ways for an officer to get the attention of a deaf individual.
  - c. When speaking, enunciate clearly and slowly to ensure that the individual understands what is being said.
  - d. Finally, typical tests for intoxication, such as walking a straight line, will be ineffective for individuals whose disabilities cause unsteady gait. Other tests, like breathalyzers, will provide more accurate results and reduce the possibility of false arrest.
3. There is a publication put out by the Department of Justice titled - Commonly Asked Questions about the ADA and Law Enforcement ([http://www.ada.gov/q%26a\\_law.htm](http://www.ada.gov/q%26a_law.htm)). This document addresses the above needs regarding persons with mobility impairments, wheelchair users, those who have seizures as well as effective communication.

### **2.2.7 Finance/City Treasurer**

The Finance Department administers the financial affairs of the city. The department manages the city’s revenues, expenditures, investments, accounting, budgeting, and debt.

The main offices for the department are at City Hall. Refer to the barrier facility reports for physical barriers to this building.

Finance Department does not offer any programs.

#### **Printed Information:**

##### Requirement:

The law requires that the City ensures that individuals with disabilities have communication access that is equally effective as that provided to persons without disabilities. In order for the City to meet the ADA communication standards the City must be able to provide information in alternative formats.

##### Findings:

Documents and publications are not provided in alternative formats such as large print, Braille, audiotape, computer disk, pictorial signage, etc. for individuals with disabilities. Additionally, most printed materials provided by the Finance Department to the public are available on the City’s website.

##### Recommendation:

Where appropriate or when requested, the Department should provide documents and publications such as large print, Braille, audiotape, computer disk, pictorial signage, etc. for individuals with disabilities. The policy should be based on Citywide protocol as described in section 2.1.4 above.

## 2.2.8 Human Resources

The Human Resources Department works to provide assistance and guidance in recruitment, employee relations, training and Development, workers' compensation, and risk management.

### **Employment:**

#### Requirement:

Employment Discrimination Prohibited (28 CFR §35.140) – The City must comply with the equal opportunity employment requirements of Title I and the requirements of section 504 of the Rehabilitation Act of 1973.

#### Finding:

This report is a review of the City's compliance with Title II; therefore a detailed and comprehensive review of Title I compliance was not completed. The following documents were reviewed:

1. EQUAL EMPLOYMENT POLICY AND SEXUAL HARASSMENT meets the requirements of the ADA.
2. THE EQUAL EMPLOYMENT GOALS AND POLICIES meets the requirements of the ADA.
3. TRANSITIONAL RETURN TO WORK PROGRAM meets the requirements of the ADA.
4. The City does not have a REASONABLE ACCOMODATION POLICY, APPLICATION PROCESS, and FORM.

#### Recommendation:

The City should develop and adopt a REASONABLE ACCOMODATION POLICY, APPLICATION PROCESS, and FORM.

### 2.2.9 Library

The mission of the City of Irwindale Public Library is to provide access to ideas, knowledge, and intellectual resources in various formats that satisfy the educational and recreational needs of the community by developing and providing services with an awareness of the various needs of different people and to be a lifelong learning center for all citizens.

Refer to the barrier facility reports for physical barriers to this building.

#### **Customer Service**

##### Requirement:

Policies and practices that ensure individuals with disabilities can participate in the programs, activities and services provided by the City including a reasonable accommodation to the person with a disability for modification required to make a program accessible.

##### Findings:

1. In general, from the review of policies, The Library has no policies or practices that could have the direct or indirect effect of excluding or limiting the participation of individuals with disabilities. (28 CFR §35.130(b)(3)). Also refer to section 2.1.6 above.
2. A part of Library's business practices, applicants are required to complete written forms, and the staff assists everyone with the computers, book retrieval etc. The Library does not have any written policy for providing reasonable accommodation or book retrieval policies.
3. The Library does advertise the accessibility of facilities, and their special procedures used for individuals with disabilities (28 CFR §35.163). The ADA Public Notice is posted on the information bulletin board at the Library describing the procedures.

Recommendation:

1. The Department should have a written policy provide alternative methods of completing forms for people with disabilities that prevent them from filling out or signing forms. The policy should be based on Citywide protocol as described in section 2.1.4 above.
2. A sign should be posted at the main checkout desk indicating with the International Symbol of Accessibility (wheelchair Symbol) that Staff is available upon request to provided assistance.
3. A periodic library staff training program should be implemented on proper disability etiquette. This training can be performed on an annual basis and be implemented with the citywide training program.
4. If there is a special event held at the Library, staff needs to be aware of ADA compliance requirements and especially in any advertising; for example, any brochures or pamphlets pertaining to the event shall address ADA compliance.
5. The Library should have written book retrieval policy for assisting people with disabilities.
6. The department should ensure that people with disabilities can obtain information about the location of accessible entrances, program sites, and publications are provided in alternative formats such as large print, Braille, audiotape, computer disk, pictorial signage, etc. other access features and special procedures for individuals with disabilities. Additionally, most printed material information should be posted and available at the front desk and bulletin boards.

### **Use of Consultants**

#### Requirement:

The City cannot use contract procurement criteria that discriminate against persons with disabilities. Further, contractors should be held to the same nondiscrimination rules as apply to the City. (28 CFR §35.130(b)(5))

#### Findings:

The Library does have outside consultants for programs performed in the Library. The contracts that are used have been provided by the City Attorney; however it is not clear if the appropriate language is included that notifies outside consultants of their responsibilities for providing services in a nondiscriminatory manner.

#### Recommendation:

The Library should comply with the Citywide contracting policy. Also refer to section 2.1.13 above.

**2.2.10 Senior Center**

The Senior Center Department Operates the Senior Center facility which includes a billiard room, computer lab, exercise and TV rooms, classrooms, dining room, a commercial kitchen, and a lobby area for reading the newspaper, drinking coffee and or playing board games.

Services include a nutritional lunch program, flu shot clinics, health fairs and screenings, hairstyling and barber services, guest speakers, transportation and home-bound meal service.

The Senior Center hosts special events such as a Senior Citizen Prom and special activities like Easter egg hunts and Christmas caroling. Other activities include classes, workshops, bingo and Bunco for prizes, potlucks, clubs, and Nintendo Wii.

In addition, numerous field trips, including day trips, overnight and extended tours are offered throughout the year. The Senior Center also coordinates the rental of two city-owned facilities; the Community Center and Mission Rock Church.

**Customer Service**Requirement:

Policies and practices that ensure individuals with disabilities can participate in the programs, activities and services provided by the City including a reasonable accommodation to the person with a disability for modification required to make a program accessible.

Findings:

1. In general, from the review of policies, The Senior Center has no policies or practices that could have the direct or indirect effect of excluding or limiting the participation of individuals with disabilities. (28 CFR §35.130(b)(3)). Also refer to section 2.1.6 above.
2. The Senior Center does advertise the accessibility of facilities, and their special procedures used for individuals with disabilities. (28 CFR §35.163). The ADA Public Notice is posted on the information bulletin board.

3. A part of the Senior Center services, members of the public, applicants, etc. are required to complete written forms.

Recommendation:

1. Ensure that the ADA Public Notice regarding the City's commitment to providing accessible services continue to be posted on all City information boards and kiosks that will maximize public exposure.
2. The Senior Center should have a policy and have staff training to provide alternative methods of completing forms for people with disabilities that prevent them from filling out or signing forms. The policy should be based on Citywide protocol as described in section 2.1.4 above.
3. The department should ensure that people with disabilities can obtain information about the location of accessible entrances, program sites, and other access features and special procedures for individuals with disabilities. This information should be posted and available at the front desk and bulletin boards.

**Printed Information:**

Requirement:

The law requires that the City ensures that individuals with disabilities have communication access that is equally effective as that provided to persons without disabilities. In order for the City to meet the ADA communication standards the City must be able to provide information in alternative formats.

Findings:

1. Documents and publications are not provided in alternative formats such as Braille, audiotape, computer disk, pictorial signage, etc. for individuals with disabilities. Additionally, most printed materials provided by the Senior Center to the public are available on the City's website.

2. Materials need to be displayed in departments and areas that are accessible for individuals with disabilities. (28 CFR §35.163(b)). The Senior Center provides materials available for public review. In general, these locations are accessible to persons with disabilities.

Recommendation:

Where appropriate or when requested, the Department should provide documents and publications such as large print, Braille, audiotape, computer disk, pictorial signage, etc. for individuals with disabilities. Where appropriate or when requested, the Department should also provide documents and publications in simple, easy-to-understand language for individuals with learning disabilities. The policy should be based on Citywide protocol as described in sections 2.1.3 and 2.1.4 above.

**Transportation**

Requirement:

Services and programs offered by the City to the public must be accessible. Accessibility applies to all aspects of the program or service including transportation.

Findings:

The Senior Center provides transportation services for many of their programs and provides accessible transportation upon request or based on perceived need. The Senior Center has a lift equipped van to transport individuals who use wheelchairs.

Recommendation:

The Senior Center should develop a written policy based on Citywide policy (refer to section 2.1.12 above) describing accessibility requirements for programs that provide transportation.

**2.2.11 Recreation/Pool**

The mission is to acquire, develop, operate, and maintain a parks and recreation system, which enriches the life for residents and visitors alike, and preserves it for future generations.

**Customer Service**Requirement:

Policies and practices that ensure individuals with disabilities can participate in the programs, activities and services provided by the City including a reasonable accommodation to the person with a disability for modification required to make a program accessible.

Findings:

1. In general, from the review of policies, the Recreation Department has no policies or practices that could have the direct or indirect effect of excluding or limiting the participation of individuals with disabilities. (28 CFR §35.130(b)(3)). Also refer to section 2.1.6 above.
2. The Recreation Department does advertise the accessibility of facilities, and their special procedures used for individuals with disabilities. (28 CFR §35.163). The ADA Public Notice is posted on the information bulletin board.
3. A part of the Recreation Department services, members of the public, applicants, etc. are required to complete written forms.
4. The swimming pool has a portable wheelchair lift stored onsite.
  - a. The existing pool lift model requires a member of the staff to assist in the operation; however, the code requires the pool lift to be capable of unassisted operation (CBC 11B-1009.2.7 and ADAAG A15.8.5.7).
  - b. The normal operation of the pool is that the portable lift is brought out by the staff only when needed by a person with disabilities. The ADA requires that persons with disabilities have access to the pool whenever the pool is open to others.

- c. The facility classifies as a large pool having over 300 feet of total perimeter wall (CBC 11B-242.2); and therefore is required to have two methods of access which can be a sloped entry, transfer wall, transfer system, or pool stairs complying with CBC 11B-1009.6. Refer to Part 3 of this report for further discussion on the physical improvement recommendations for the pool.

Recommendations:

1. Ensure that the ADA Public Notice regarding the City's commitment to providing accessible services continue to be posted on all City information boards and kiosks that will maximize public exposure.
2. The Recreation Department should have a policy and have staff training to provide alternative methods of completing forms for people with disabilities that prevent them from filling out or signing forms. The policy should be based on Citywide protocol as described in section 2.1.4 above.
3. The department should ensure that people with disabilities can obtain information about the location of accessible entrances, program sites, and other access features and special procedures for individuals with disabilities. This information should be posted and available at the front desk and bulletin boards.
4. The City should develop an operational policy to maintain accessible pool features in a working condition and always be available to persons with disabilities whenever the pool is open to others. For example, a portable pool lift may be stored when the pool is closed but it must be at poolside and fully operational during all open pool hours.
  - a. The City should install two methods of access which can be a sloped entry, transfer wall, transfer system, or pool stairs complying with CBC 11B-1009.6. Refer to Part 3 of this report for further discussion on the physical improvement recommendations for the pool.

5. The City is not required to provide instructors or trainers with special training or certifications. The Recreation Department should develop a reasonable accommodation policy in conjunction with the City wide protocols that includes a liability policy. For example, if a person with a disability would like to participate in a swimming lesson class with their own trainer or guardian; the City should have a policy and waiver to allow for participation.

### **Public Events**

#### Requirement:

Programs offered by the City to the public must be accessible. Accessibility includes advertisement, orientation, eligibility, participation, testing or evaluation, physical access, provision of auxiliary aids, transportation, policies, and communication.

#### Findings:

The Recreation Department coordinates and hosts various special events, classes and programs in the Public Park; however, there is no formal written policy or procedures to determine if all of the elements of the events are accessible to persons with disabilities.

#### Recommendations:

The Recreation Department should develop a written policy and checklist to include the following items:

1. Ensure there is adequate number of accessible parking spaces.
2. Ensure that the path of travel from the parking or public transportation is barrier free.
3. Ensure that the path of travel goes to all vendors, events, attractions, and services. Do they have to go on the grass?
4. Ensure that all vendors provide the appropriate counter heights, etc.

5. Ensure there sufficient accessible porta-potties and/or restrooms available.
6. Ensure there are water fountains that are accessible (Hi/Lo)
7. If there is a concert, ensure there are sufficient accessible seating uniformly spaced throughout the event

### **Transportation**

#### Requirement:

Services and programs offered by the City to the public must be accessible. Accessibility applies to all aspects of the program or service including transportation.

#### Finding:

The Recreation Department provides transportation services for many of their programs and provides accessible transportation upon request or based on perceived need. The Senior Center Department has a lift equipped van to transport individuals who use wheelchairs that can be used by the Recreation Department if required.

#### Recommendation:

The Recreation Department should develop a written policy based on Citywide policy (refer to section 2.1.12 above) describing accessibility requirements for programs that provide transportation.

## **2.3 Public Input**

A public input questionnaire was available at the public counters and posted on the City Website to afford members of the public an opportunity to provide input. A public notice and announcements were made at City Council Meeting on October 8. City Council Agenda's and meeting minutes are included in Appendix B.

### **2.3.1 Response to Questionnaire Comments**

Several completed questionnaires from the public were received throughout the preparation of this report. This section describes the input received and how the issues have been addressed in this report.

#### **Wheel Chair Access**

One questionnaire answered that Wheel Chair Access should be the City's highest priorities to their facilities and programs (question #14).

#### Findings:

Part 3 of this report identifies numerous architectural barriers throughout all of the City's facilities. Many of the items identified are barriers specifically for wheel chair users.

#### Recommendation:

The City should implement the transition plan described in this report.

#### **Information for accommodations and auxiliary aids**

One questionnaire answered "NO" to question #7 regarding the availability of information for accommodations and auxiliary aids.

#### Findings:

- Section 2.1.2 above describes in detail the notification requirements, findings and recommendations.
- In summary, the ADA notice is posted at several bulletin boards and counters printed on public meeting agendas.
- The barrier reports has identified that assistive listening device signs need to be installed in several locations.

Recommendation:

The City should implement the recommendations in this report regarding public notifications and equally effective communications

**Number of ADA Parking Stalls**

One Questionnaire answered YES for question #8 indicating they experienced non-accessible areas or programs were encountered.

The comments describe that there is not enough ADA parking stalls at the Senior Center, Library and City Hall. The comments also suggested that family parking should be provided.

Findings:

- The California Building Code (CBC) Section 11B-208 requires four (4) ADA stalls for the senior center parking; there are four provided.
- The CBC requires two (2) ADA parking stalls for the library parking; there are two provided; and there are two (2) provided
- The CBC only requires a single ADA parking stall for the library parking; there are two provided.
- The CBC does not have a provision for increasing the number of parking spaces based on demographics and the average age of the population.
- The number of family parking stalls is not addressed in the ADA and is not an ADA requirement.

Recommendation:

The City should monitor use of the ADA parking stalls at the facilities to determine how often the stalls are being used and if there should be additional stalls added.

Painting additional stalls and installing a sign is a fairly inexpensive solution; however correcting parking lot slopes may be expensive.

### **Path of Travel from Bus Stop to Library**

On one Questionnaire, question #8 was answered YES, indicating they experienced non-accessible areas or programs were encountered.

The comments describe that sidewalks around City Hall have few accessible pedestrian ramps and that the driveways are not accessible, especially the Police Department driveway along Calle de Norte. The comment describes having to take the “round-about” way along Irwindale to Calle de Paseo to the Library. The preferable, and most direct path would be through the Irwindale Park behind City Hall to the Library. There is a maintenance vehicle access road, but not a pedestrian sidewalk.

#### Findings:

Part 3 of this report identifies numerous architectural barriers along the streets of Irwindale Park, including the driveways described in the questionnaire response.

#### Recommendation:

The City should implement the recommendations in this report for removing the barriers on the sidewalks surrounding the City Hall. The City should also consider installing a sidewalk adjacent to the vehicle maintenance road to provide an alternate accessible pedestrian path.

### **Automatic Doors at City Hall and Library**

On one Questionnaire, question #9 was answered YES indicating that elements of the City’s facilities are not accessible.

The comments described that there are no automatic doors at the Library and City Hall. The respondent indicated in question #13 that the City staff has been helpful in assisting in opening the large, heavy doors.

Findings:

The installation of automatic doors is not an ADA code or CBC requirement; however, there are requirements that the door should only require a minimum opening effort. The facility reports have identified the doors that do not meet the code requirements.

The departmental questionnaires completed by the staff also identified that automatic doors should be installed at City hall.

The costs for installing automatic doors have been included in the facility reports for City Hall and the Library.

Recommendation:

The City should consider installing automatic doors or power assist at City Hall. Due to glass storefront, the installation of automatic doors will probably be extensive. The costs for automatic doors are included; however power assist may be less expensive.

## **PART 3 – TRANSITION PLAN**

### **1.0 Overview**

This section includes a review of physical barriers of sites for compliance with the Americans with Disabilities Accessibility Guidelines (ADAAG) and the California Code of Regulations, Title 24, Part 2 (commonly referred to as Title 24) of the California Code of Regulations (which is cited as the California Building Code) and a barrier removal/transition plan. The specific requirements for preparation of an acceptable Transition Plan are described in 28 CFR §35.150(d)(3). This plan includes:

- A list of the physical barriers in the City's facilities that limit the accessibility of its programs, activities, or services to individuals with disabilities;
- A detailed outline of the methods to be used to remove these barriers and make the facilities accessible;
- A schedule for taking the steps necessary to achieve compliance with the ADA, Title II; and
- The name of the individual responsible for the plan's implementation.

Although California has adopted most of the ADAAG requirements, there are some differences. In general, the more restrictive requirements (whether federal or state) should be applied when designing accessible facilities. Title 24 was incorporated in the evaluation of architectural barriers as part of the Transition Plan.

Because the City of Irwindale has a large number of facilities, it is impossible to immediately renovate all facilities that create barriers to program access, barriers to facilities will be removed systematically.

Facilities targeted in Phase One will become a high priority for capital improvement funding.

The following tables are a compilation of the results of the priorities work sessions and the public meeting and describe the priorities for barrier removals at City facilities. Specific barriers to program access and their removal actions may be found in Appendix D – Facility Reports.

The responsibility for ensuring the barrier removal will reside with the City Manager and the ADA Coordinator.

The following are the City facilities assessed:

- City Hall/Council Chamber/Police Department
- Library/Dan Diaz Recreation Center
- Swimming Pool
- Annex/Senior Center
- Mission Rock Church
- Post Office
- Irwindale Park (with two restrooms)
- Jardin De Roca Skate Park (One restroom)
- El Nido Park
- Little Park of Irwindale

Alderson Site facility is not open to the public for any city services or programs. This facility requires significant tenant improvements to make it ready for occupancy. There are inactive branch circuits, loose and exposed wiring, partial finished flooring in the office spaces, creating uneven walking surfaces and inoperable plumbing. Since this facility is not open to the public, a report for access compliance has not been created.

## 2.0 Priorities

Barriers were assigned levels of priority using the following criteria:

### Level 1: Barriers that pose significant obstacles to facility access.

Level One priorities are those features that significantly affect access to facilities. For example:

- Entry walks and doors.
- Public corridors.
- Signs indicating the accessible entrance.
- Curb ramps at primary access walks.
- Accessible Parking Stalls

Level 2: Barriers that pose obstacles to program access.

Level Two priorities are those features that affect access to programs, activities, and services provided by the City. For example:

- Conference rooms, classrooms, program areas. The most frequently used and highest volume rooms as Level Two priorities. Duplicate rooms or features are prioritized at a lower level).
- Primary doors into program areas.
- Braille and tactile signage.
- Assistive-listening devices.
- Public restrooms.
- Showers and locker rooms associated with swimming programs.
- Transaction counters where information is offered, bills are paid, etc.

Level 3: Barriers that pose obstacles to amenities.

Level Three priorities are those features that do not directly affect access to programs, activities, and services provided by the City. For example:

- Doors that pose little obstacle to program access.
- Vending machines, drinking fountains, light switches, electrical outlets, and storage rooms in program areas.

Level 4: Barriers that do not affect public access to facilities or programs.

Level Four priorities are those features that do not require modification because they do not affect the public use of programs or facilities. For example:

- Staff workspaces: doors, rooms, corridors, aisles, staff only restrooms, etc. (These are employment issues and must be addressed under the City's Title 1 Obligations).
- Storage rooms not used by the public.
- Light switches and outlets in staff work areas.

### **3.0 Phasing and Expenditure Plan**

This is a five (5) year plan to implement the City of Irwindale’s ADA improvements for removal of barriers.

The projected schedule is based on a realistic estimate of the funding availability and timing for design and permitting. Some lower priority items are scheduled for the near term because they require little planning and can be achieved with minimal costs and can be completed by City staff. Some of the higher priority items are scheduled further out because of the planning and design requirements; additionally an entire facility can be upgraded at one time and would address all items at once.

Estimate costs are based on information obtained from several industry accepted data-base sources, such as R.S. Means, BNI Building News, and National Estimator. These sources are used as a basis, along with the estimator’s professional judgment, to adjust for the specific project type, location, complexity and size, and other unique or special circumstances.

All costs represented in this report reflect current-year U.S. dollars. The costs generated are built on identified deficiencies with replacement of materials or components in-kind unless industry standard requires change of material or component type.

Costs for contingency, escalation, design, construction management, engineering, permitting, inspection and similar professional services for developing the plans to remove barriers are included in the expenditure plan and estimated at 30%. Other indirect costs such as temporary space rental or costs associated with fundraising or financing are not included.

Opinions of costs of repair or replacements are approximations only and should not be interpreted as bids or offers to perform work. Actual costs can be affected by the extent of work to be done as one project, the quality of contractor, the quality of materials chosen, and the specific work conditions.

**Table A: Total Costs for ADA Improvements by Facility**

	<b>Facility</b>	<b>Direct Costs</b>	<b>Total Project Costs*</b>	<b>%</b>
	City Hall / Police Department	\$469,075	\$609,798	32.0%
	Library / Dan Diaz Recreation Center	\$355,810	\$462,553	24.3%
	Swimming Pool	\$72,440	\$94,172	4.9%
	Annex Offices / Senior Center	\$228,815	\$297,460	15.6%
	Mission Rock Church	\$20,805	\$27,047	1.4%
	Post Office	\$12,935	\$16,816	0.9%
	Irwindale Park	\$202,540	\$263,302	13.8%
	Jardin De Roca Skate Park	\$77,440	\$100,672	5.3%
	El Nido Park	\$10,270	\$13,351	0.7%
	Little Park of Irwindale	\$15,630	\$20,319	1.1%
	TOTAL:	\$1,465,760	\$1,905,488	

\* Includes 30% soft cost allowance, GC cost & fee, escalation, and contingency

**Table B: Total Costs for ADA Improvements by Priority**

	<b>Facility</b>	<b>Priority 1* (FY 15-16)</b>	<b>Priority 2* (FY 16-18)</b>	<b>Priority 3, 4* (FY 18-20)</b>
	City Hall / Police Department	\$75,628	\$429,592	\$104,579
	Library / Dan Diaz Recreation Center	\$93,743	\$308,399	\$60,411
	Swimming Pool	\$4,037	\$83,629	\$6,507
	Annex Offices / Senior Center	\$87,295	\$181,480	\$28,685
	Mission Rock Church	\$11,544	\$15,503	\$0
	Post Office	\$15,054	\$1,762	\$0
	Irwindale Park	\$44,194	\$219,109	\$0
	Jardin De Roca Skate Park	\$23,446	\$73,697	\$3,530
	El Nido Park	\$995	\$3,387	\$8,970
	Little Park of Irwindale	\$0	\$9,718	\$10,602
	TOTAL:	\$355,934	\$1,326,273	\$223,282

\* Includes 30% soft cost allowance, GC cost & fee, escalation, and contingency

**Table C: Detailed Costs for ADA Improvements by Facility**

Facility	Direct Costs	Total Project Costs*
City Hall / Police Department	<b>\$469,075</b>	<b>\$609,798</b>
City Hall / Council Chambers	\$264,990	\$344,487
Police Department	\$112,325	\$146,023
City Hall / Police Department Site	\$91,760	\$119,288
Library / Dan Diaz Recreation Center	<b>\$355,810</b>	<b>\$462,553</b>
Library Building	\$35,135	\$45,676
Rec Center Building	\$235,615	\$306,300
Rec Center / Library Site	\$85,060	\$110,578
Swimming Pool	<b>\$72,440</b>	<b>\$94,172</b>
Swimming Pool Building	\$23,435	\$30,466
Swimming Pool Area	\$49,005	\$63,707
Annex Offices / Senior Center	<b>\$228,815</b>	<b>\$297,460</b>
Annex Building	\$90,160	\$117,208
Senior Center Building	\$81,950	\$106,535
Annex Site	\$56,705	\$73,717
Mission Rock Church	<b>\$20,805</b>	<b>\$27,047</b>
Mission Rock Church Building	\$12,370	\$16,081
Mission Rock Church Site	\$8,435	\$10,966
Post Office	<b>\$12,935</b>	<b>\$16,816</b>
Post Office Building	\$1,355	\$1,762
Post Office Site	\$11,580	\$15,054
Irwindale Park	<b>\$202,540</b>	<b>\$263,302</b>
Restrooms	\$54,530	\$70,889
Park Site	\$148,010	\$192,413
Jardin De Roca Skate Park	<b>\$77,440</b>	<b>\$100,672</b>
Restrooms	\$2,415	\$3,140
Park Site	\$75,025	\$97,533
El Nido Park	<b>\$10,270</b>	<b>\$13,351</b>
Little Park of Irwindale	<b>\$15,630</b>	<b>\$20,319</b>
<b>TOTAL:</b>	<b>\$1,465,760</b>	<b>\$1,888,673</b>

\* Includes 30% soft cost allowance, GC cost & fee, escalation to midpoint of the priority year

#### **4.0 Funding for Projects**

CALTRANS has published a transportation funding guidebook in August 2008 titled “State and Federal Funds Available for Local Agency Projects,”

[http://www.dot.ca.gov/hq/LocalPrograms/lam/Transportation\\_Funding\\_Guidebook.pdf](http://www.dot.ca.gov/hq/LocalPrograms/lam/Transportation_Funding_Guidebook.pdf)

This document provides concise, high-level overviews of several Federal and State transportation funding programs available to local agencies. Each program description contains key facts about eligibility, project selection, significant dates, references, sources for assistance and other essential information.

The Community Development Block Grant (CDBG) program, administered by U.S. Housing and Urban Development (HUD), is a flexible program that provides communities with resources to address a wide range of unique community development needs.

#### **5.0 Historic Structures - Mission Rock Church**

The law does not require modifications that would threaten or destroy a historic property (28 CFR §35.150(a)(2)). However, alterations to historic properties shall comply with section 4.1.7 of ADAAG (28 CFR §35.150(b)(3)). If it is not feasible to provide physical access to a historic property in a manner that will not threaten or destroy the historic significance of the building or facility, alternative methods shall be provided.

During the design process, the design team should determine if the required improvements meet the thresholds of the ADA codes for historical structures.

- The initial review is that all improvements to the Annex, where the bathrooms are located, are feasible; because, that section of the church is most likely not historical.
- The widening of door entry to the church may not need to be performed as long as a procedure or policy for reasonable accommodation is developed for operation of the doors when the church is opened.

## **6.0 Swimming Pool Accessibility**

The pool facility classifies as a large pool having over 300 feet of total perimeter wall (CBC 11B-242.2); and therefore is required to have two methods of access which can be a sloped entry, transfer wall, transfer system, or pool stairs complying with CBC 11B-1009.6. Currently, the swimming pool has only one form of accessible entry, which is a portable wheelchair lift, stored onsite.

The existing pool lift model requires a member of the staff to assist in the operation; however, the code requires the pool lift to be capable of unassisted operation (CBC 11B-1009.2.7 and ADAAG A15.8.5.7). However, the normal operation of the pool is that the portable lift is brought out by the staff only when needed by a person with disabilities. The ADA requires that persons with disabilities have access to the pool whenever the pool is open to others.

The standards for pool lifts require lifts to be fixed and to meet additional requirements for location, size of the seat, lifting capacity, and clear floor space. The current lift does not meet the current standards.

The ADA requires the City to make the existing pool accessible only when it is "readily achievable" to do so. Readily achievable means that providing access is easily accomplishable without much difficulty or expense.

Providing a fixed lift that provides unassisted operation and meets all of the current requirements can be readily achievable. Additionally, transfer steps are provided as the recommendation in this report as a readily achievable solution.

Providing a sloped entry is probably not readily achievable due to cost and space limitations. However a cost is provided in the report as an option.

**PART 4 – ADA Toolkit****1.0 Overview****Program Accessibility Guidelines, Standards and Resources**

Although not mandated by the law, keeping recourses and guidelines current to existing codes is important to meeting the code requirements.

**Recommendation:**

In order to facilitate access to all City Programs and Departments, the City should maintain these program accessibility guidelines, standards and resources. This information should be made available to all employees, volunteers, and contractors. The City should maintain and update these guidelines as necessary to address its needs. Revisions should include information and technological devices that help employees and contractors communicate with individuals with a variety of disabilities. The City should periodically review the components of this section, as new technologies are developed in order to ensure that the best types of modifications are included.

Federal guidelines and standards and the CBC are periodically updated (CBC is normally every three years). These periodic revisions are based on research findings and guidance from advisory committees. Therefore, the City should have an ongoing program of regularly reviewing code changes and updating policies and procedures related to accessibility. The program should include a regular practice of reviewing research materials posted to the U.S. Access Board's website and updating local guidelines and practices as new standards are adopted or existing standards are revised.

A guide to disabilities and disability etiquette is provided in appendix E. It should be distributed to employees, volunteers and contractors in addition to employee training. The guide helps ensure that employees and contractors are familiar with a variety of types of disabilities and that they are sensitive to the abilities and needs of people with disabilities in order not to offend or demean them. These guides are periodically updated, so the City should periodically check to ensure that the current guide is available. There are many websites that have this information easily available. The City may also want to consider developing their own etiquette guide.

<b>Federal Accessibility Standards and Regulations</b>	
<b>U.S. Department of Justice</b> <a href="http://www.ada.gov">http://www.ada.gov</a>	
<b>ADA Regulation for Title II</b> <a href="http://www.ada.gov/reg2.html">http://www.ada.gov/reg2.html</a>	Title II of the ADA protects qualified individuals with disabilities from discrimination on the basis of disability in the services, programs, or activities of all state and local governments.
<b>Title II Technical Assistance Manual (1993) and Yearly Supplements</b> <a href="http://www.ada.gov/taman2.html">http://www.ada.gov/taman2.html</a> <a href="http://www.ada.gov/taman2up.html">http://www.ada.gov/taman2up.html</a>	This manual explains what state and local governments must do to ensure that their services, programs, and activities are provided to the public in a nondiscriminatory manner.
<b>Americans with Disabilities Act of 1990</b> <a href="http://www.ada.gov/pubs/adastatute08.pdf">http://www.ada.gov/pubs/adastatute08.pdf</a>	This link is the current text of the ADA statute including changes made by the ADA Amendments Act of 2008 (P.L. 110-325)
<b>ADA Information for Law Enforcement</b> <a href="http://www.ada.gov/policeinfo.htm">http://www.ada.gov/policeinfo.htm</a>	These compliance assistance materials will help state and local law enforcement officers understand how to interact with victims, witnesses, suspects, and others who have disabilities.
<b>ADA Best Practices Tool Kit for State and Local Governments</b> <a href="http://www.ada.gov/pcatoolkit/toolkitmain.htm">http://www.ada.gov/pcatoolkit/toolkitmain.htm</a>	This Tool Kit provides an overview of ADA compliance issues for state and local governments. The Tool Kit is a helpful supplement to – not a replacement for – the regulations and technical assistance materials that provide more extensive discussions of ADA requirements.
<b>US Access Board</b> <a href="http://www.access-board.gov/">http://www.access-board.gov/</a>	
<ul style="list-style-type: none"> <li>The Access Board is responsible for developing and updating design guidelines known as the ADA Accessibility Guidelines (ADAAG).</li> </ul>	
<b>ADA Accessibility Guidelines (ADAAG)</b> <a href="http://www.access-board.gov/guidelines-and-standards/buildings-and-sites/about-the-ada-standards/background/adaag">http://www.access-board.gov/guidelines-and-standards/buildings-and-sites/about-the-ada-standards/background/adaag</a>	<ul style="list-style-type: none"> <li>This document contains scoping and technical requirements for accessibility to buildings and facilities.</li> <li>This document must be used in conjunction with Title 24 of the California Building Code</li> </ul>
<b>Section 508 Standards for Electronic and Information Technology</b>	<a href="http://www.access-board.gov/guidelines-and-standards/communications-and-it/about-the-section-508-standards/section-508-standards">http://www.access-board.gov/guidelines-and-standards/communications-and-it/about-the-section-508-standards/section-508-standards</a>
<b>Telecommunications Act Section 255 Guidelines</b>	<a href="http://www.access-board.gov/guidelines-and-standards/communications-and-it/about-the-telecommunications-act-guidelines">http://www.access-board.gov/guidelines-and-standards/communications-and-it/about-the-telecommunications-act-guidelines</a>
<b>State of California Accessibility Standards and Regulations</b>	
<b>Title 24, California Building Code</b> <a href="http://www.iccsafe.org">http://www.iccsafe.org</a>	<ul style="list-style-type: none"> <li>The complete Title 24 or any of its parts is available for purchase from the International Code Council (ICC).</li> <li>Although California has adopted most of the ADAAG requirements, there are some differences. In general, the more restrictive requirements should be applied.</li> </ul>
<b>Division of the State Architect (DSA)</b> <a href="http://www.dgs.ca.gov/dsa/Programs/progAccess.aspx">http://www.dgs.ca.gov/dsa/Programs/progAccess.aspx</a>	
<b>California Access Compliance Reference Materials</b> <a href="http://www.dgs.ca.gov/dsa/programs/progaccess/accessmanual.aspx">http://www.dgs.ca.gov/dsa/programs/progaccess/accessmanual.aspx</a>	<ul style="list-style-type: none"> <li>DSA has prepared several documents to help code users understand and apply the accessibility provisions.</li> <li>These documents clarify obligations and code requirements under the CBC, and provide background and context for accessibility issues.</li> </ul>

<b>State &amp; National Organizations who Provide Disability Services and Information</b>	
<b>Pacific ADA Center</b> <a href="http://www.adapacific.org/">http://www.adapacific.org/</a>	The Pacific ADA Center is one of ten Regional centers nationally that have been set up to provide information and referral, training, consultation, and technical assistance to the business, state and local government, and disability communities
<b>Disability.gov</b> <a href="https://www.disability.gov/">https://www.disability.gov/</a>	The U.S. federal government website with one-stop interagency portal for information on disability programs and services nationwide.
<b>California Department of Developmental Services (DDS)</b> <a href="http://www.dds.ca.gov/DDSHomePage.cfm">http://www.dds.ca.gov/DDSHomePage.cfm</a>	The California Department of Developmental Services is the agency through which the State of California provides services and supports to individuals with developmental disabilities.
<b>United Cerebral Palsy of Los Angeles, Ventura and Santa Barbara Counties</b> <a href="http://www.ucpla.org/">http://www.ucpla.org/</a>	Nonprofit direct care provider of services in Southern California for persons with cerebral palsy, autism, Down syndrome and other developmental disabilities. Programs include adaptive services, assistive technology services, summer programs, life skills training, and a center for arts and technology.
<b>Ability Tools</b> <a href="http://www.atnet.org/">http://www.atnet.org/</a>	Ability Tools, formerly the AT Network, is California's Assistive Technology Act Program. Ability Tools connects Californians with disabilities to assistive technology devices, tools and services to make life easier.
<b>AbleData</b> <a href="http://www.abledata.com">http://www.abledata.com</a>	The National Institute on Disability and Rehabilitation Research of the U.S. Department of Education maintains a national web based service, which provides up-to-date links to assistive technologies and disability related resources.
<b>Disability Resources, Inc.</b> <a href="http://www.disabilityresources.org">http://www.disabilityresources.org</a>	A national nonprofit organization that provides information about resources for independent living. DRI maintains an on-line directory of assistive technology resources.
<b>Independent Living Research Utilization</b> <a href="http://www.ilru.org/">http://www.ilru.org/</a>	The ILRU (Independent Living Research Utilization) program is a national center for information, training, research, and technical assistance in independent living.
<b>World Institute on Disabilities (WID)</b> <a href="http://wid.org/">http://wid.org/</a>	WID maintains a comprehensive list of accessible technology resources. <a href="http://wid.org/resources">http://wid.org/resources</a>
<b>Center for Accessible Technology (CforAT)</b> <a href="http://www.cforat.org/">http://www.cforat.org/</a>	CforAT's focus is on access to computers and technology for people with disabilities
<b>BuyAccessible Wizard Tool</b> <a href="http://www.buyaccessible.gov/">http://www.buyaccessible.gov/</a>	For projects that require agencies to meet Section 508 requirements, the BuyAccessible Wizard is a web-based application that guides users through a process of gathering data and providing information about Electronic and Information Technology (EIT) and Section 508 compliance.
<b>AAPD</b> <a href="http://www.aapd.com/">http://www.aapd.com/</a>	The American Association of People with Disabilities (AAPD) is the nation's largest disability rights organization.
<b>National Organization on Disability (NOD)</b> <a href="http://www.nod.org/">http://www.nod.org/</a>	The National Organization on Disability (NOD) is a private, non-profit organization. NOD focuses on increasing employment opportunities for the 79 percent of working-age Americans with disabilities who are not employed.
<b>National Center for Accessible Media</b> <a href="http://ncam.wgbh.org/">http://ncam.wgbh.org/</a>	A non-profit R&D organization dedicated to achieving media access equality for people with disabilities.
<b>National Center on Physical Activity and Disability</b> <a href="http://www.ncpad.org">http://www.ncpad.org</a>	The Center provides information and resources on physical activity to help people with disabilities find ways to become more active and healthier.

<b>Paralyzed Veterans of America (PVA)</b> <a href="http://www.pva.org/">http://www.pva.org/</a>	PVA is a national advocacy organization representing veterans
<b>TDI</b> <a href="http://tdiforaccess.org">http://tdiforaccess.org</a>	TDI ( <i>formally known as Telecommunications for the Deaf and Hard of Hearing, Inc.</i> ) is a national advocacy organization addressing equal access issues in telecommunications and media.
<b>Accessible Tech.org</b> <a href="http://www.accessibletech.org/index.php">http://www.accessibletech.org/index.php</a>	Accessible Technology in the Workplace. Website with resources for use of electronic information technology that is universally accessible.
<b>Braille Institute</b> <a href="http://www.brailleinstitute.org/">http://www.brailleinstitute.org/</a>	Braille Institute is a nonprofit organization whose mission is to eliminate barriers to a fulfilling life caused by blindness and severe sight loss.
<b>State of California Department of Social Services - Office of Special Services to the Blind</b> <a href="http://www.cdss.ca.gov/cdssweb/PG83.htm">http://www.cdss.ca.gov/cdssweb/PG83.htm</a>	Provides information and referral on services, programs, entitlements, and products of benefit to individuals who are blind or visually impaired and their families or service providers.
<b>American Foundation for the Blind (AFB)</b> <a href="http://www.afb.org">http://www.afb.org</a>	AFB is a national organization that seeks to remove barriers, create solutions, and expand possibilities so people with vision loss can achieve their full potential.
<b>National Federation of the Blind (NFB)</b> <a href="https://nfb.org/">https://nfb.org/</a>	NFB provides on-line resources for technology for the blind.
<b>State of California Department of Social Services - Office for Deaf Access</b> <a href="http://www.cdss.ca.gov/cdssweb/PG145.htm">http://www.cdss.ca.gov/cdssweb/PG145.htm</a>	Office for Deaf Access administers the Deaf Access Program (DAP) which ensures that state operated public programs address the communication needs of people who are deaf, deaf-blind, hard of hearing and late-deafened.
<b>National Association of the Deaf (NAD)</b> <a href="http://www.nad.org/">http://www.nad.org/</a>	A national organization of, by and for deaf and hard of hearing individuals in the United States of America.
<b>National Alliance on Mental Illness (NAMI)</b> <a href="http://www.nami.org">http://www.nami.org</a>	NAMI is a national mental health organization dedicated to building better lives for the millions of Americans affected by mental illness. NAMI advocates for access to services, treatment, supports and research and is steadfast in its commitment to raise awareness and build a community for hope for all of those in need.
<b>American Speech-Language-Hearing Association (ASHA)</b> <a href="http://www.asha.org/">http://www.asha.org/</a>	The American Speech-Language-Hearing Association (ASHA) is a national professional, scientific, and credentialing association.
<b>Learning Ally</b> <a href="https://www.learningally.org/">https://www.learningally.org/</a>	Learning Ally (formerly Recording for the Blind & Dyslexic (RFB&D),) is a national nonprofit with a defined approach to help support students with learning disabilities and their families.
<b>California State Library - The Braille and Talking Book Library,</b> <a href="http://www.library.ca.gov/services/btbl.html">http://www.library.ca.gov/services/btbl.html</a>	Blind and visually disable people may borrow recreational reading materials and magazines on cassette, digital cartridge, and Braille provided by the Library of Congress National Library Service for the Blind and Physically Handicapped (NLS) network.

<b>State and National Organizations who Provide Information about Creating and Maintaining Accessible Websites</b>	
How To Tell if Your Web site is Accessible	
HiSoftware - <a href="http://www.hisoftware.com/">http://www.hisoftware.com/</a>	HiSoftware's compliance and security solutions mitigate risk by actively monitoring content to give organizations the power to easily and more effectively enforce regulatory and corporate guidelines on public-facing websites, intranets, extranets, file shares and SharePoint sites.
HiSoftware® Cynthia Says™ Portal <a href="http://www.cynthiasays.com/">http://www.cynthiasays.com/</a>	A free service for personal, non-commercial use to inform the community on what constitutes accessible web design and content.
W3C Web Accessibility Initiative - Accessibility Evaluation Resources <a href="http://www.w3.org/WAI/eval/">http://www.w3.org/WAI/eval/</a>	This is a list of resources which provide general procedures and tips for evaluation in different situations, from evaluation during Web site development to ongoing monitoring of existing sites.
Resources for Web Developers	
Accessibility of State and Local Government Websites to People with Disabilities <a href="http://www.ada.gov/websites2.htm">http://www.ada.gov/websites2.htm</a>	DOJ technical assistance document providing guidance on making state and local government websites accessible
National Center for Accessible Media <a href="http://ncam.wgbh.org/invent_build/web_multimedia/tools-guidelines">http://ncam.wgbh.org/invent_build/web_multimedia/tools-guidelines</a>	A collection of resources for developers and users interested in ways to make media accessible to people with disabilities.
Access Board Section 508 guide	<a href="http://www.access-board.gov/guidelines-and-standards/communications-and-it">http://www.access-board.gov/guidelines-and-standards/communications-and-it</a>
Section 508 on-line accessible software development training	<a href="http://www.section508.gov/?fuseAction=Courses">http://www.section508.gov/?fuseAction=Courses</a>
ADA Pacific Center Website Accessibility Resources	<a href="http://www.adapacific.org/ait/index.php#resources">http://www.adapacific.org/ait/index.php#resources</a>

<b>State and National Resources for Emergency Preparedness Plans</b>	
<b>National Organization on Disability (NOD) Resources on Emergency Preparedness</b>	<a href="http://nod.org/disability_resources/emergency_preparedness_for_persons_with_disabilities/">http://nod.org/disability_resources/emergency_preparedness_for_persons_with_disabilities/</a>
<b>Earthquake Preparedness Guide for People with Disabilities</b>	<a href="http://www.earthquakecountry.org/downloads/ShakeOut_Earthquake_Guide_Disabilities_AFN.pdf">http://www.earthquakecountry.org/downloads/ShakeOut_Earthquake_Guide_Disabilities_AFN.pdf</a>
<b>United States Department of Labor Emergency Preparedness for People with Disabilities</b>	<a href="http://www.dol.gov/odep/programs/emergency.htm">http://www.dol.gov/odep/programs/emergency.htm</a>
<b>Department of Labor - Preparing the Workplace for Everyone</b>	<a href="http://www.dol.gov/odep/programs/emergency.htm">http://www.dol.gov/odep/programs/emergency.htm</a>
<b>Ready.gov</b> <a href="http://www.ready.gov/">http://www.ready.gov/</a>	Guidelines for additional preparations a person with disability or an access and functional may need for emergencies. <a href="http://www.ready.gov/individuals-access-functional-needs">http://www.ready.gov/individuals-access-functional-needs</a>
<b>Disability.gov</b> <a href="https://www.disability.gov/">https://www.disability.gov/</a>	Disability.gov’s Guide to Emergency Preparedness & Disaster Recovery. <a href="https://www.disability.gov/resource/disability-govs-guide-emergency-preparedness-disaster-recovery/">https://www.disability.gov/resource/disability-govs-guide-emergency-preparedness-disaster-recovery/</a> Feeling Safe, Being Safe – an Emergency Preparedness Guide for Californians with Disabilities <a href="https://www.disability.gov/resource/feeling-safe-being-safe-california-emergency-preparedness-resource/">https://www.disability.gov/resource/feeling-safe-being-safe-california-emergency-preparedness-resource/</a>
<b>California Department of Development Services (DDS) Emergency Preparedness</b> <a href="http://www.dds.ca.gov/ConsumerCorner/EmergencyPreparedness.cfm">http://www.dds.ca.gov/ConsumerCorner/EmergencyPreparedness.cfm</a>	Booklet describing emergency preparedness tools for a wide range of people and field-tested the tools to make sure that the materials could work for everyone. <a href="http://www.dds.ca.gov/consumercorner/fsbs/action_selectfile.cfm?FN=4C_FSBStory">http://www.dds.ca.gov/consumercorner/fsbs/action_selectfile.cfm?FN=4C_FSBStory</a>
<b>National Center for Accessible Media</b> <a href="http://ncam.wgbh.org/">http://ncam.wgbh.org/</a>	Access to Emergency Alerts for People with Disabilities Recommendation for Accessible Emergency Notification <a href="http://ncam.wgbh.org/file_download/47">http://ncam.wgbh.org/file_download/47</a>

<b>Resources for Providing Accessible Facilities and Programs</b>	
<b>Providing Accessible Meetings</b>	Accessible Information Exchange: Meeting on a Level Playing Field <a href="http://www.ada.gov/business/accessiblemtg.htm">http://www.ada.gov/business/accessiblemtg.htm</a>
<b>Common ADA Errors and Omissions in New Construction and Alterations</b>	<a href="http://www.ada.gov/error.htm">http://www.ada.gov/error.htm</a> <a href="http://www.ada.gov/errors.pdf">http://www.ada.gov/errors.pdf</a>
<b>ADA Checklist for Polling Places</b>	<a href="http://www.ada.gov/votingck.htm">http://www.ada.gov/votingck.htm</a>
<b>Access in telecommunications and media</b>	<a href="http://tdiforaccess.org">http://tdiforaccess.org</a>
<b>Accessing relay services</b>	<a href="http://www.accessibletech.org/articles/telecom/relayServices.php">http://www.accessibletech.org/articles/telecom/relayServices.php</a>
Captioning Standards	<a href="http://www.accessibletech.org/articles/multimedia/captionsStandards.php">http://www.accessibletech.org/articles/multimedia/captionsStandards.php</a>
Deaf and Disabled Telecommunications Program (DDTP).	Telephone communications access for deaf and disabled Californians. <a href="http://www.ddtp.org/homepage.aspx">http://www.ddtp.org/homepage.aspx</a> Provides California Relay Service (CRS), and the California Telephone Access Program (CTAP)

<b>Resources for Providing Accessible Parks and Recreation Facilities and Programs</b>	
<b>Access Board Recreational Guidelines</b>	<a href="http://www.access-board.gov/guidelines-and-standards/recreation-facilities">http://www.access-board.gov/guidelines-and-standards/recreation-facilities</a>
<b>California State Parks Accessibility Guidelines</b>	<a href="http://www.parks.ca.gov/pages/21944/files/ca_statepark_saccessguiderev_titlepagewithdisclaimer.pdf">http://www.parks.ca.gov/pages/21944/files/ca_statepark_saccessguiderev_titlepagewithdisclaimer.pdf</a>
<b>National Center on Accessibility</b> <a href="http://www.ncaonline.org/">http://www.ncaonline.org/</a>	NCA has many resources regarding access issues unique to park and recreation programs and facilities including on campground accessibility, accessible picnic tables, access to beaches, and inclusion of people with disabilities in aquatic venues.
<b>National Center on Physical Activity and Disability</b> <a href="http://www.ncpad.org">http://www.ncpad.org</a>	<b>Discover Accessible Fitness:</b> This booklet can serve as a tool for fitness professionals to become familiar with key considerations for wheelchair users using fitness equipment and to broaden their knowledge to help more people. <a href="http://www.nchpad.org/discoverfitness/index.html">http://www.nchpad.org/discoverfitness/index.html</a>
	<b>Certified Inclusive Fitness Trainer:</b> Certified Inclusive Fitness Trainers (CIFT) master an understanding of exercise precautions for people with disabilities, and utilize safe, effective and adapted methods of exercise training to provide exercise Recommendation. <a href="http://www.nchpad.org/fppics/CIFT.pdf">http://www.nchpad.org/fppics/CIFT.pdf</a>
<b>Paralyzed Veterans of America (PVA) Sports and Recreation Resources</b> <a href="http://www.pva.org/site/c.ajlRK9NJLcJ2E/b.6349705/k.2492/Get_Sports.htm">http://www.pva.org/site/c.ajlRK9NJLcJ2E/b.6349705/k.2492/Get_Sports.htm</a>	PVA’s Sports and Recreation Program promotes a range of activities for people with disabilities, with special emphasis on activities that enhance lifetime health and fitness.
<b>United States Association of Blind Athletes</b>	<a href="http://www.usaba.org">http://www.usaba.org</a>
<b>United Spinal Association list of Wheelchair Recreation, Sports &amp; Travel</b>	<a href="http://www.usatechguide.org/articledisplay.php?artid=22&amp;link=sports_rec">http://www.usatechguide.org/articledisplay.php?artid=22&amp;link=sports_rec</a>

# Appendix A

## Questionnaires

**Survey for City of Irwindale, CA  
Americans with Disabilities Act (ADA)  
Program and Facility Users Survey Form**

**The City is seeking input from agencies, organizations, and individuals with disabilities to help the City enhance accessibility to its facilities, programs, services and events.**

The City of Irwindale is in the process of preparing their ADA Self Evaluation and Transition Plan, which is required by Americans with Disabilities Act (ADA) Title II (28 CFR §35.105(a)). Your input will assist the City in improving its ability to serve the needs of people with disabilities and their families.

Please send completed forms to **Elizabeth Rodriguez**

Email: [erodriguez@ci.irwindale.ca.us](mailto:erodriguez@ci.irwindale.ca.us)

Mail: City of Irwindale Public Works  
Attn: Elizabeth Rodriguez  
16102 Arrow Highway  
Irwindale, CA 91706

Fax: (626) 430-2295

For any questions, please call: (626) 430-2211

Thank you for your time and consideration.

Date (Optional): \_\_\_\_\_ Email address (Optional): \_\_\_\_\_

Address (Optional): \_\_\_\_\_

Name (Optional): \_\_\_\_\_ Phone (Optional): \_\_\_\_\_

Name of Facility or type of Program or Service you are providing input: \_\_\_\_\_

- |  |            |   |
|--|------------|---|
| 1. What is your relationship to the City of Irwindale? | Resident   | Employee                                      |
|  | Visitor    | Participant of a Program, Service or Activity |
|  | Contractor | Other   |

If other, please describe:

- |  |                 |                  |
|--|-----------------|------------------|
| 2. Check all program, services or activities in which you participate at the facility. | Classes         | Seminars         |
|  | Recreation      | Work (Volunteer) |
|  | Meetings        | Work (Employee)  |
|  | Sporting Events | Other            |

If other, please describe:

City of Irwindale ADA Program Accessibility Questionnaire

3. Do you know who to contact if you need assistance, have a concern or complaint, or need an accommodation to access a facility, program, service or event: Yes No

If yes, who would you contact?

4. Have you ever requested an accommodation for a disability from the City? Yes No

5. If an accommodation was requested, was your request for accommodation made by the City? Yes No Don't know Not Applicable

If yes, what accommodations were made? If no, were you given a reason why it was not provided? Please describe:

6. Have you requested auxiliary aids, an interpreter or specialized equipment? Yes No

If yes, what accommodations were made? If no, were you given a reason why it was not provided? Please describe:

7. Is information provided regarding accommodations, auxiliary aids (such as assistive listening systems, interpreters, alternate formats, specialized equipment, or assisted services, etc.)? Yes No Don't know

Please describe:

8. Have you experienced any non accessible areas or programs? Yes No

*(Examples: no accessible parking spaces, difficulty reaching an accessible entrance, steep ramps, uneven sidewalks, stairs only to the facility, narrow doorways, protruding objects in the hallways, lack of assistive devices, missing or inappropriate signage, lack of interpreters, etc.)*

If yes, please describe:

9. Are you aware of any areas or elements of the facility that are not accessible to individuals with disabilities? Yes No

If yes, please describe:

*City of Irwindale ADA Program Accessibility Questionnaire*

10. Are you aware of any programs, services or activities that are not accessible to individuals with disabilities? Yes  
No  
Don't know

If yes, please describe:

11. Have you attended any special events at the City? Yes      No

a. If yes, did you encounter any non accessible areas?

Yes  
No  
Don't know  
Not Applicable

If yes, please describe event attended and the non accessible area:

12. Is accessible seating provided for individuals with disabilities at meetings, classes, programs, etc. held at the facility? Yes  
No  
Don't know

If no, please describe:

13. Has the attitude of the staff of the City of Irwindale towards you, or someone you know with a disability, been generally helpful, supportive, positive and proactive in solving accessibility issues? Yes  
No  
Don't know

Please describe:

14. What do you feel is the highest priority for accessibility in the City of Irwindale?

# Encuesta de la Ciudad de Irwindale, CA

## Ley sobre Estadounidenses con Discapacidades (ADA)

### Formulario de Encuesta para Usuarios de Programas e Instalaciones

La ciudad está solicitando las opiniones de miembros de agencias, organizaciones, e individuos con discapacidades para ayudar a la ciudad a mejorar la accesibilidad a sus instalaciones, programas, servicios, y eventos.

La Ciudad de Irwindale está en el proceso de preparar un Autoevaluación y Plan de Transición de "ADA" (por sus siglas en ingles), tal como requiere la Ley sobre Estadounidenses con Discapacidades Artículo II (28 CFR §35.105(a)). Su aportación ayudará a la ciudad a mejorar su habilidad de atender las necesidades de personas con discapacidades y sus familias.

Favor de llenar el formulario en su totalidad y enviarlo a **Elizabeth Rodriguez**

Correo electrónico: [erodriguez@ci.irwindale.ca.us](mailto:erodriguez@ci.irwindale.ca.us)

Correo: City of Irwindale Public Works  
Attn: Elizabeth Rodriguez  
16102 Arrow Highway  
Irwindale, CA 91706

Fax: (626) 430-2295

Si tiene cualesquier preguntas, favor de llamar: (626) 430-2211

Gracias por su tiempo y consideración.

Fecha (Opcional): \_\_\_\_\_ Correo Electrónico (Opcional): \_\_\_\_\_

Domicilio (Opcional): \_\_\_\_\_

Nombre (Opcional): \_\_\_\_\_ Teléfono (Opcional): \_\_\_\_\_

Nombre de instalación / tipo de programa / servicio de la cual está proporcionando opiniones: \_\_\_\_\_

1. ¿Cuál es su relación con la Ciudad de Irwindale?

Residente

Empleado

Visitante

Participante de un programa, servicio, o actividad

Contratista

Otro

Si indicó "otro", favor de describir:

- |  |   |  |
|--|---|--|
| 2. Marque el programa, servicio, o actividad de la cual usted participa en la instalación. | Clases<br>Recreación<br>Reuniones<br>Evento Deportivo | Seminarios<br>Trabajo (Voluntario)<br>Trabajo (Empleado)<br>Otro |
|--|---|--|

Si indicó "otro", favor de describir:

- |   |    |    |
|---|----|----|
| 3. ¿Sabe con quién comunicarse si necesita ayuda, tiene una preocupación o queja, o si necesita ayuda para acceder a una instalación o para participar en un programa, servicio, o evento?: | Sí | No |
|---|----|----|

En caso afirmativo, ¿con quién se comunicaría?

- |  |    |    |
|--|----|----|
| 4. ¿Alguna vez ha solicitado acomodación del personal de la ciudad por una discapacidad? | Sí | No |
|--|----|----|

- |   |    |    |       |              |
|---|----|----|-------|--------------|
| 5. Si pidió acomodación, se le proporcionó dicha ayuda de parte de la ciudad? | Sí | No | No Sé | No Aplicable |
|---|----|----|-------|--------------|

En caso afirmativo, ¿qué acomodación se le proporcionó? Si indico "no", se le dio una razón por la cual no se proporcionó? Favor de describir:

- |   |    |    |
|---|----|----|
| 6. ¿Ha solicitado ayudas auxiliares, tales como un intérprete o equipo especializado? | Sí | No |
|---|----|----|

En caso afirmativo, ¿qué acomodación se le proporcionó? Si indico "no", se le dio una razón por la cual no se proporcionó? Favor de describir:

- |  |    |    |       |
|--|----|----|-------|
| 7. ¿Se proporciona información con respecto a acomodaciones, ayudas auxiliares (tales como dispositivos de ayuda auditiva, interpretes, formatos alternativos, equipo especializado, servicios de asistencia, etc.)? | Sí | No | No Sé |
|--|----|----|-------|

Favor de describir:

8. ¿Ha encontrado algún área o programa inaccesible? Sí      No

(Ejemplos: lugar de estacionamiento inaccesible, dificultad para llegar a una entrada accesible, rampas empinadas, aceras irregulares, instalaciones accesibles solo por escaleras, puertas angostas, objetos que sobresalen de los pasillos, falta de dispositivos de asistencia, falta de letreros o letreros inapropiados, falta de intérpretes, etc.)

En caso afirmativo, favor de describir:

9. ¿Está consciente de algún área o elemento de la instalación que no sea accesible a personas con discapacidades? Sí      No

En caso afirmativo, favor de describir:

10. ¿Está consciente de algún programa, servicio, o actividad que no sea accesible a personas con discapacidades? Sí  
No  
No Sé

En caso afirmativo, favor de describir:

11. ¿Ha asistido a algún evento especial en la ciudad? Sí      No

En caso afirmativo, ¿encontró áreas inaccesibles?

En caso afirmativo, favor de describir el evento a la que asistió y el área inaccesible Sí  
No  
No Sé  
No Aplicable

12. ¿Se proveen asientos accesibles para individuos con discapacidades en las reuniones, clases, programas, etc., dentro de la instalación? Sí  
No  
No Sé

En caso contrario, favor de describir:

13. ¿Ha sido positiva la actitud del personal de la Ciudad de Irwindale hacia usted, o a alguien que usted conozca con una discapacidad? ¿Ha sido útil, de apoyo, positiva, y proactiva para la solución de los problemas de accesibilidad? Sí  
No  
No Sé

Favor de describir:

14. ¿Cuál diría usted que es la principal prioridad de la Ciudad de Irwindale con relación a accesibilidad?

**City of Irwindale, CA**  
**Americans with Disabilities Act (ADA)**  
**Program Facility Survey Form**

The City of Irwindale is in the process of preparing their ADA Self Evaluation and Transition Plan which is required by Americans with Disabilities Act (ADA) Title II (28 CFR §35.105(a)). The following is a program and facility access survey. The purpose of this questionnaire is to gather data on how your department's programs are, or are not, accessible to people with disabilities.

Each department must provide the following information with respect to all of its programs and facilities. Please complete a separate questionnaire for each program, service, and facility. You may use one form if the answers to the questions for all of you programs or facilities are the same. Please ensure all the programs and services are identified on the form. You may also use multiple forms if required. Please reply to each question.

See page 10 for explanation of terms and acronyms.

Your participation in completing this questionnaire will assist your department in improving its ability to serve the needs of people with disabilities and their families.

Department's Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Date of Review: \_\_\_\_\_

Location of Program/Service/Facility: \_\_\_\_\_

Brief Description of Program/Service/Facility: \_\_\_\_\_

If you need assistance during the self evaluation, please contact: **Elizabeth Rodriguez at (626) 430-2211**

Please return the completed questionnaires on **Sept. 18, 2014.**

Please email completed forms to: [erodriguez@ci.irwindale.ca.us](mailto:erodriguez@ci.irwindale.ca.us) or

give to: **Elizabeth Rodriguez** at Public Works

Thank you for your time and consideration.

City of Irwindale ADA Program Accessibility Questionnaire

	Yes	No	Don't Know	Suggested Improvement/ Comment
<b>General:</b>				
1. Do you know if the City has a designated ADA Coordinator?				If yes, please provide name:
2. Do you know where to find the contact information of the City's ADA coordinator?				If yes, please describe where you have seen it:
3. Have you experienced any nonaccessible areas or programs?				If yes, please describe: (See note below)
4. Has anyone requested improvements for accessibility to your department's programs or facilities?				If yes, please describe when and for what:
5. Please walk the path from the drop-off area and/or parking to the location of the program or service;				
a. Is the ADA informational signage along the path apparent?				If no, please describe:
b. Is the entire path accessible? (see note below)				If no, please describe:
6. Are you aware of any future or planned improvements to any building or facility?				If yes, please describe projects:
7. Have you ever requested an accommodation for a disability for yourself, a family member or customer?				If yes, please describe the accommodation made by the City:
<b>Policies and Practices:</b>				
8. Are you aware of any programs, services, or activities that are not accessible to individuals with disabilities?				If yes, please describe:

Additional comments/Suggestions:

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*Note for questions #3 and #5b: (Examples: no accessible parking spaces, difficulty reaching an accessible entrance, steep ramps, uneven sidewalks, stairs only to the facility, narrow doorways, protruding objects in the hallways, lack of assistive devices, missing or inappropriate signage, lack of interpreters, etc.)*





City of Irwindale ADA Program Accessibility Questionnaire

	Yes	No	Don't Know	Suggested Improvement/ Comment
22. List the audiovisual presentation (film, videotape, or television) and whether or not they are captioned.				
a. Name of presentation: _____ Captioned?				
b. Name of presentation: _____ Captioned?				
c. Name of presentation: _____ Captioned?				
23. If not captioned, has the department taken steps to ensure that persons with hearing disabilities can benefit from this presentation?				If yes please describe:
24. Do you portray individuals with disabilities in audiovisual presentations?				If yes please describe the name of the presentation:
<b>Website:</b>				
25. Does your department's website include any information about the programs you offer?				Please list you department's website address:
26. Does your department's website include information about the accessibility of facilities where programs or services are offered?				
27. Does your department provide documents on its website for downloading by the public?				
<b>Public Telephones and Communication Devices:</b>				
28. Does your department conduct business or provide services or public information by telephone to the public?				If no, skip to question #31
29. Have you or the rest of the staff been trained in operating TTY/TDDs and in other means of communicating over the telephone with a person having a hearing or speech disability?				

Additional comments/Suggestions:

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City of Irwindale ADA Program Accessibility Questionnaire

	Yes	No	Don't Know	Suggested Improvement/ Comment
30. Is a telecommunication device or deaf (TDD) or other equally effective system available for communication with hearing and/or speech impaired persons?				
a. If you use Text Telephones (TTYs) or Telecommunication Devices for the Deaf (TDDs), list location, telephone number, and organization or TTY/TDD directories in which the TTY/TDD number is listed.				
b. If you use a TDD relay service, list the name of the company and type of service.				
c. If you use a relay service, have you performed outreach to persons with hearing disabilities?				If yes, please describe:
<b>Training and Staffing:</b>				
31. Have all staff members who have contact with the public, been made aware of the department's obligations and policies that enable people with disabilities to participate in department programs or activities?				If yes, please describe training:
32. Does your department offer or participate in training regarding the provision of appropriate modifications for people with disabilities?				If yes, please describe training program:
<b>Emergency Services:</b> (If your department does not provide emergency services, skip to question #36)				
33. Have staff members in your department who provide emergency services to the public had training in emergency evacuation including communicating in emergency situations with people who have hearing or speech impairments? (e.g. American Sign Language (ASL), etc.)				If yes, please describe training?

Additional comments/Suggestions:

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City of Irwindale ADA Program Accessibility Questionnaire

	Yes	No	Don't Know	Suggested Improvement/ Comment
34. Are all emergency response services in your department equipped with TDD or other equally effective service accessible to persons who are deaf, hearing and/or speech impaired?				
<b>Public Meetings:</b>				
35. Does your department hold public meetings, hearings, and conferences in locations that are accessible?				
36. Is accessible seating provided for individuals with disabilities at programs, community events, etc. held at the facility?				
37. Does your department provide provisions or assist the public by providing interpreters, readers, and/or adaptive equipment provided when requested?				If yes, please briefly describe the policy.
38. Do you ensure that individuals with hearing disabilities who do not read sign language can participate effectively in meetings, conferences, and hearings via assistive listening devices or other means?				If yes, please briefly describe the policy.
39. Are auxiliary aids and specialized equipment available at the facility?				If yes, please describe where the equipment is stored.
<b>Automated and Electronic Equipment:</b>				
40. Are electronic equipment, including copying machines, PCs, microfilm readers, etc. available to the public at your facility?				
a. If yes, please describe how you ensure that electronic equipment is accessible to and usable by individuals with disabilities?				

Additional comments/Suggestions:

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City of Irwindale ADA Program Accessibility Questionnaire

	Yes	No	Don't Know	Suggested Improvement/ Comment
<b>Emergency Evacuation Procedures:</b>				
41. Are there emergency evacuation plans posted at your facility?				
42. Are there equipment and/or policies available to notify individuals with disabilities of emergencies and evacuation procedures?				
a. If yes, briefly describe the equipment and/or procedures specific to individuals with: <ul style="list-style-type: none"> <li>• Visual disabilities:</li> <li>• Hearing disabilities:</li> <li>• Mobility disabilities:</li> <li>• Learning disabilities:</li> </ul>				
<b>Transportation:</b>				
43. Do you provide transportation to volunteers, beneficiaries, visitors, etc?				
a. If yes, briefly describe the procedures your department follows to make transportation accessible to persons who have: <ul style="list-style-type: none"> <li>• Visual disabilities:</li> <li>• Hearing disabilities:</li> <li>• Mobility disabilities:</li> <li>• Learning disabilities:</li> </ul>				
<b>Use of Contractors:</b>				
44. Do you use contractors to conduct programs or activities on behalf of your department?				
a. If yes, are contractors aware of their obligations to facilitate participation of individuals with disabilities in programs or activities operated on behalf of your department?				If yes, please describe how you monitor your contractors to ensure they fulfill their obligation?

Additional comments/Suggestions:

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City of Irwindale ADA Program Accessibility Questionnaire

	Yes	No	Don't Know	Suggested Improvement/ Comment
<b>Special Events an Private Events on Public Properties:</b>				
45. Does your department organize special events or do you help facilitate private events on public property?				
a. If yes, please describe the type of event and what types of outside organizations are involved.				
<b>Service Animals</b>				
46. Do you have any restrictions on service animals?				
a. If yes, please briefly describe the policy on service animals				

Additional comments/Suggestions:

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**Terms and Acronyms:**

Adaptive aids	Tools or services required for people with disabilities to have access to programs and information: qualified interpreters or other effective methods of making aurally delivered materials available to individuals with hearing impairments; qualified readers, taped texts, or other effective methods of making visually delivered materials available to individuals with visual impairments; acquisition or modification of equipment or devices; and other similar services and actions.
ASL	American Sign Language. Manual (hand) language with its own syntax and grammar used primarily by people who are deaf.
Auxiliary aids	Same as adaptive aids
Hearing impairment	Partial or total deafness
Disability	A physical or mental impairment that substantially limits one or more of the major life activities.
Learning disabilities	Any form of physical or mental disability that delays development or acquisition of knowledge.
Mobility disabilities/mobility impairment	A condition limiting physical ability; generally considered to include lack of a limb or loss of limb use due to disease, amputation, paralysis, injury, or developmental condition; or limitation of movement due to cardiovascular or other disease.
Program	The term "Program" means "program, service, or activity" provided to the public unless otherwise indicated
TDD	A Telecommunication Device for the Deaf allows a person to transmit typed messages over the phone lines to another person with a TDD. Most TDD's include a keyboard for typing messages to send and a display and/or printer to receive messages.
TTY	See TDD. TTY stands for Text Telephone and is a registered trademark for a specific kind of TDD.
Visual disabilities	Loss or partial loss of vision.
Webinar	Web seminar. Live or recorded meeting on the web.

Appendix B  
Public Notice and Council Agenda

RESOLUTION NO. 2015-04-2733

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRWINDALE  
ADOPTING THE CITYWIDE AMERICANS WITH DISABILITY ACT  
SELF –EVALUATION AND TRANSITION PLAN

WHEREAS, the City's Performance Improvement Agreement with the California Joint Power Insurance Authority (CJPIA) requires the City to prepare an ADA Self-Evaluation and Transition Plan to ensure compliance with CJPIA's risk management standards and best practices; and

WHEREAS, the Americans with Disabilities Act (ADA) Title II requires all public entities with 50 or more employees to create a "transition plan" to ensure compliance with ADA and its implementation requirements, and these requirements are applicable to the City of Irwindale; and

WHEREAS, on July 23, 2014, the City Council awarded a contract to Owen Group, Inc. to prepare a citywide facility ADA Self-Evaluation and Transition Plan (ADA SE & TP); and

WHEREAS, the consultant, Owen Group Inc., has completed the reports, which are on file in the Office of the City Clerk and the Public Works Department; and,

WHEREAS, as required by the ADA, the City provided information on its website, and included announcements at two separate City Council meetings on October 8 and 22, 2014 pertaining to the City conducting an ADA Self-Evaluation and Transition Plan; and,

WHEREAS, the purpose of providing public information and announcements was to solicit the community's input, seek questions, and concerns and to include them in the ADA Self-Evaluation and Transition Plan documents for consideration and implementation; and

WHEREAS, the implementation schedule will need to be coordinated with the City's future plans, available financial resources, and future programs to minimize impacts to other essential city operations; and,

WHEREAS, the actual implementation plan will be finalized during the 2015-2016 fiscal year budget process as it is the appropriate time to determine the funding available to implement the plan; and,

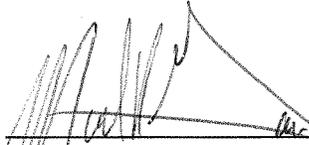
NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

SECTION 1. The City Council of the City of Irwindale hereby approves the citywide Americans with Disabilities Act Self-Evaluation and Transition Plan

(ADA SE & TP), which is on file in the Office of the City Clerk and in the Public Works Department and is made a part hereof by this reference, is hereby adopted and shall be implemented by the City.

SECTION 2. Contingent on the availability of funds, the Finance Department and the Public Works Department are hereby directed to take the necessary steps in finalizing the implementation schedule during the 2015-2016 fiscal year budget process, and to complete the implementation in accordance with the City ADA Self-Evaluation and Transition Plan.

PASSED, APPROVED and ADOPTED this 28th day of January, 2015.

  
\_\_\_\_\_  
Manuel R. Garcia, Mayor Pro Tem

ATTEST:

  
\_\_\_\_\_  
Laura M. Nieto, CMC  
Deputy City Clerk

STATE OF CALIFORNIA            }  
COUNTY OF LOS ANGELES    } ss.  
CITY OF IRWINDALE            }

I, Laura M. Nieto, Deputy City Clerk of the City of Irwindale, do hereby certify that the foregoing Resolution No. 2015-04-2733 as duly adopted by the City Council of the City of Irwindale, at a regular meeting held on the 28rd day of January 2015, by the following vote:

AYES:           Councilmembers:       Ambriz, Garcia, Miranda, Ortiz

NOES:           Councilmembers:       None

ABSENT:       Councilmembers:       Mayor Breceda

ABSTAIN:       Councilmembers:       None

  
\_\_\_\_\_  
Laura M. Nieto, CMC  
Deputy City Clerk



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- [City Code](#)
- [Employment Opportunities](#)
- [Irwindale Public Library](#)
- [Minutes & Agendas](#)
- [New Resident Information](#)
- [Recreation Department](#)
- [Senior Center](#)
- [State-Approved LRPMP](#)

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Posted on: September 29, 2014

### ADA Self Evaluation and Transition Plan

The City of Irwindale is in the preliminary stages of developing its Americans with Disabilities Act (ADA) Self Evaluation and Transition Plan. We invite all interested persons, including individuals with disabilities or organizations representing individuals with disabilities, to participate in the development of the transition plan by filling out a questionnaire. Please click here to download the questionnaire. The questionnaire is also available at the City Hall, Senior Center, Recreation, Library, Police, and Public Works public counters. Once the Self Evaluation and Transition Plan is completed, it will be made available for public review.

[Download English/Spanish Questionnaire](#)



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[Valley County Water District Declares Stage 1 Water Supply Emergency](#)

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#### Other News in Home

### Valley County Water District Declares Stage 1 Water Supply Emergency

Posted on: August 27, 2014



### Nixle Emergency Notification System

Posted on: February 6, 2014

### Stay connected!

Posted on: April 18, 2011



# CITY OF IRWINDALE

5050 N. IRWINDALE AVE., IRWINDALE CA 91706 • PHONE: (626) 430-2200 • FACSIMILE: 962-4209

## AGENDA FOR THE REGULAR MEETING OF THE

### CITY COUNCIL

### SUCCESSOR AGENCY TO THE IRWINDALE COMMUNITY REDEVELOPMENT AGENCY

### HOUSING AUTHORITY

**OCTOBER 8, 2014**

**6:00 P.M. - CLOSED SESSION**

**6:30 P.M. - OPEN SESSION**

**IRWINDALE CITY HALL / COUNCIL CHAMBER**

**CLOSED SESSION – CITY HALL CONFERENCE ROOM  
REGULAR MEETING – CITY HALL COUNCIL CHAMBER**

Please note  
start time for  
Closed Session

MARK A. BRECEDA  
MAYOR

MANUEL R. GARCIA  
MAYOR PRO TEM

ALBERT F. AMBRIZ  
COUNCILMEMBER

JULIAN A. MIRANDA  
COUNCILMEMBER

H. MANUEL ORTIZ  
COUNCILMEMBER

**Spontaneous Communications:** The public is encouraged to address the City Council on any matter listed on the agenda or on any other matter within its jurisdiction. The City Council will hear public comments on items listed on the agenda during discussion of the matter and prior to a vote. The City Council will hear public comments on matters not listed on the agenda during the Spontaneous Communications period.

Pursuant to provisions of the **Brown Act**, no action may be taken on a matter unless it is listed on the agenda, or unless certain emergency or special circumstances exist. The City Council may direct staff to investigate and/or schedule certain matters for consideration at a future City Council meeting.

**Americans with Disabilities Act:** In compliance with the ADA, if you need special assistance to participate in a City Council meeting or other services offered by this City, please contact City Hall at (626) 430-2200. Assisted listening devices are available at this meeting. Ask the Deputy City Clerk if you desire to use this device. Upon request, the agenda and documents in the agenda packet can be made available in appropriate alternative formats to persons with disabilities. Notification of at least 48 hours prior to the meeting or time when services are needed will assist the City staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service.

**Note:** Staff reports are available for inspection at the office of the Deputy City Clerk, City Hall, 5050 N. Irwindale Avenue, during regular business hours (8:00 a.m. to 6:00 p.m., Monday through Thursday).



## Code of Ethics

As City of Irwindale Council Members, our fundamental duty is to serve the public good. We are committed to the principle of an efficient and professional local government. We will be exemplary in obeying the letter and spirit of Local, State and Federal laws and City policies affecting the operation of the government and in our private life. We will be independent and impartial in our judgment and actions.

We will work for the common good of the City of Irwindale community and not for any private or personal interest. We will endeavor to treat all people with respect and civility. We will commit to observe the highest standards of morality and integrity, and to faithfully discharge the duties of our office regardless of personal consideration. We shall refrain from abusive conduct, personal charges or verbal attacks upon the character or motives of others.

We will inform ourselves on public issues, listen attentively to public discussions before the body, and focus on the business at hand. We will base our decisions on the merit and substance of that business. We will be fair and equitable in all actions, claims or transactions. We shall not use our official position to influence government decisions in which we have a financial interest or where we have a personal relationship that could present a conflict of interest, or create a perception of a conflict of interest.

We shall not take advantage of services or opportunities for personal gain by virtue of our public office that are not available to the public in general. We shall refrain from accepting gifts, favors or promises of future benefit that might compromise our independence of judgment or action or give the appearance of being compromised.

We will behave in a manner that does not bring discredit or embarrassment to the City of Irwindale. We will be honest in thought and deed in both our personal and official lives.

Ultimate responsibility for complying with this Code of Ethics rests with the individual elected official. In addition to any other penalty as provided by law, violation of this Code of Ethics may be used as a basis for disciplinary action or censure of a Council Member.

These things we hereby pledge to do in the interest and purposes for which our government has been established.

*IRWINDALE CITY COUNCIL*



**CLOSED SESSION – 6:00 P.M.**

1. Conference with Real Property Negotiators

Pursuant to California Government Code Section 54956.8

A) Property: 2200 Arrow Highway

Negotiating Parties: Athens

Under Negotiation: Price and terms

B) Property: 4407 Azusa Canyon Road (“Olive Pit”)

APN 8415-001-906

Parties: City of Irwindale and United Rock Products, Corp.

Property Negotiators: John Davidson, City Manager; Fred Galante, City Attorney

Under Negotiation: Price and terms of potential lease

**ADJOURN**

**OPEN SESSION – 6:30 P.M.**

**A. CALL TO ORDER**

**B. PLEDGE OF ALLEGIANCE**

**C. INVOCATION**

**D. ROLL CALL: Councilmembers: Albert F. Ambriz, Julian A. Miranda, H. Manuel Ortiz,  
Mayor Pro Tem Manuel R. Garcia, Mayor Mark A. Breceda**

**E. REPORT FROM CLOSED SESSION**

**F. CHANGES TO THE AGENDA****G. COUNCIL MEMBER TRAVEL REPORTS****H. ANNOUNCEMENTS**

*This is a public announcement that the City of Irwindale is conducting an Americans with Disabilities Act (ADA) Self Evaluation and Transition Plan. We invite all 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 questionnaire is available at the City Hall public counter and at City Council Meetings on Sept 24<sup>th</sup> and Oct 8. When the Self Evaluation and Transition Plan is completed, it will be made available for public review.*

**I. INTRODUCTION OF NEW EMPLOYEES/PROMOTIONS****J. PROCLAMATIONS / PRESENTATIONS / COMMENDATIONS****1. Chamber of Commerce Quarterly Update****SPONTANEOUS COMMUNICATIONS**

This is the time set aside for members of the audience to speak on items not on this agenda. State law prohibits any Council discussion or action on such communications unless 1) the Council by majority vote finds that a catastrophe or emergency exists; or 2) the Council by at least four votes finds that the matter (and need for action thereon) arose within the last five days. Since the Council cannot (except as stated) participate it is requested that all such communications be made in writing so as to be included on the next agenda for full discussion and action. If a member of the audience feels he or she must proceed tonight, then each speaker will be limited to 2 minutes and each subject limited to 6 minutes, unless such time limits are extended.

**1. CONSENT CALENDAR**

The Consent Calendar contains matters of routine business and is to be approved with one motion unless a member of the City Council requests separate action on a specific item. At this time, members of the audience may ask to be heard regarding an item on the Consent Calendar.

**A. Minutes**

Recommendation: Approve the following minutes:

- 1) Regular meeting held August 27, 2014

B. Warrants/Demands/Payroll

Recommendation: Approve

2. **NEW BUSINESS**

A. Adoption of Ordinance to Comply with State Prevailing Wage Requirements in Accordance with Senate Bill No. 7

Recommendation: **Introduce for first reading Ordinance No. 682** entitled "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF IRWINDALE TO ADOPT A LOCAL PREVAILING WAGE ORDINANCE IN ACCORDANCE WITH CALIFORNIA SENATE BILL NO. 7" reading by title only and waiving further reading thereof.

3. **OLD BUSINESS**

4. **PUBLIC HEARINGS**

A. Zoning Ordinance Amendment to the Irwindale Municipal Code Related to an Exemption to the Site Plan and Design Review Permit and an Amendment to the Commercial and Industrial Design Guidelines

Recommendation: 1) **Introduce for first reading Ordinance No. 681** entitled, "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF IRWINDALE AMENDING SECTION 17.70.010 OF THE IRWINDALE MUNICIPAL CODE ("IMC") TO ADD AN EXEMPTION FROM THE SITE PLAN AND DESIGN REVIEW PERMIT" and 2) approve the corresponding revisions to Section 4.2 of the Commercial and Industrial Design Guidelines.

B. Site Plan and Design Review Permit No. 01-2014; Tentative Parcel Map No. 72864 – A Request to Allow Construction and Operation of a Light Manufacturing / Distribution / Warehouse Project Totalling Approximately 139,000 square feet. The Development will Consist of Four Buildings on Four Separate Parcels Located at 16203 – 16233 Arrow Highway

Recommendation: 1) Concur with the Planning Commission's recommendation and **adopt Resolution No. 2014-42-2702** approving Site Plan & Design Review Permit No. 01-2014 and Tentative Parcel Map No. 72864 subject to the attendant conditions of approval (Exhibit A); and 2) direct staff to file a Notice of Determination (NOD) in compliance with the California Environmental Quality Act.

5. **CITY MANAGER'S REPORT**

6. **ADJOURN**

**SUCCESSOR AGENCY TO THE IRWINDALE  
COMMUNITY REDEVELOPMENT AGENCY**

A. Report from Closed Session

**SPONTANEOUS COMMUNICATIONS**

This is the time set aside for members of the audience to speak on items not on this agenda. Spontaneous Communications for the Successor Agency are subject to the same State prohibitions and City guidelines as cited on the City Council agenda.

**1. CONSENT CALENDAR**

A. Minutes

Recommendation: Approve the following minutes:

- 1) Regular meeting held August 27, 2014

B. Warrants

Recommendation: Approve

**2. NEW BUSINESS**

**3. PUBLIC HEARINGS**

**4. ADJOURN**

AFFIDAVIT OF POSTING

I, Laura M. Nieto, Deputy City Clerk, certify that I caused the agenda for the regular meeting of the City Council and Irwindale Successor Agency to the Irwindale Community Redevelopment Agency, to be held on October 8, 2014 to be posted at the City Hall, Library, and Post Office on October 2, 2014.

***Laura M. Nieto, CMC***

Laura M. Nieto, CMC  
Deputy City Clerk

# Appendix C

## Facility Barrier Report

**Table A: Total Costs for ADA Improvements by Facility**

Facility	Direct Costs	Total Project Costs*	%
City Hall / Police Department	\$469,075	\$609,798	32.0%
Library / Dan Diaz Recreation Center	\$355,810	\$462,553	24.3%
Swimming Pool	\$72,440	\$94,172	4.9%
Annex Offices / Senior Center	\$228,815	\$297,460	15.6%
Mission Rock Church	\$20,805	\$27,047	1.4%
Post Office	\$12,935	\$16,816	0.9%
Irwindale Park	\$202,540	\$263,302	13.8%
Jardin De Roca Skate Park	\$77,440	\$100,672	5.3%
El Nido Park	\$10,270	\$13,351	0.7%
Little Park of Irwindale	\$15,630	\$20,319	1.1%
<b>TOTAL:</b>	<b>\$1,465,760</b>	<b>\$1,905,488</b>	

\* Includes 30% soft cost allowance, GC cost & fee, escalation, and contingency

**Table B: Total Costs for ADA Improvements by Priority**

Facility	Priority 1* (FY 15-16)	Priority 2* (FY 16-18)	Priority 3, 4* (FY 18-20)
City Hall / Police Department	\$75,628	\$429,592	\$104,579
Library / Dan Diaz Recreation Center	\$93,743	\$308,399	\$60,411
Swimming Pool	\$4,037	\$83,629	\$6,507
Annex Offices / Senior Center	\$87,295	\$181,480	\$28,685
Mission Rock Church	\$11,544	\$15,503	\$0
Post Office	\$15,054	\$1,762	\$0
Irwindale Park	\$44,194	\$219,109	\$0
Jardin De Roca Skate Park	\$23,446	\$73,697	\$3,530
El Nido Park	\$995	\$3,387	\$8,970
Little Park of Irwindale	\$0	\$9,718	\$10,602
<b>TOTAL:</b>	<b>\$355,934</b>	<b>\$1,326,273</b>	<b>\$223,282</b>

\* Includes 30% soft cost allowance, GC cost & fee, escalation, and contingency

**Table C: Detailed Costs for ADA Improvements by Facility**

<b>Facility</b>	<b>Direct Costs</b>	<b>Total Project Costs*</b>
City Hall / Police Department	<b>\$469,075</b>	<b>\$609,798</b>
City Hall / Council Chambers	\$264,990	\$344,487
Police Department	\$112,325	\$146,023
City Hall / Police Department Site	\$91,760	\$119,288
Library / Dan Diaz Recreation Center	<b>\$355,810</b>	<b>\$462,553</b>
Library Building	\$35,135	\$45,676
Rec Center Building	\$235,615	\$306,300
Rec Center / Library Site	\$85,060	\$110,578
Swimming Pool	<b>\$72,440</b>	<b>\$94,172</b>
Swimming Pool Building	\$23,435	\$30,466
Swimming Pool Area	\$49,005	\$63,707
Annex Offices / Senior Center	<b>\$228,815</b>	<b>\$297,460</b>
Annex Building	\$90,160	\$117,208
Senior Center Building	\$81,950	\$106,535
Annex Site	\$56,705	\$73,717
Mission Rock Church	<b>\$20,805</b>	<b>\$27,047</b>
Mission Rock Church Building	\$12,370	\$16,081
Mission Rock Church Site	\$8,435	\$10,966
Post Office	<b>\$12,935</b>	<b>\$16,816</b>
Post Office Building	\$1,355	\$1,762
Post Office Site	\$11,580	\$15,054
Irwindale Park	<b>\$202,540</b>	<b>\$263,302</b>
Restrooms	\$54,530	\$70,889
Park Site	\$148,010	\$192,413
Jardin De Roca Skate Park	<b>\$77,440</b>	<b>\$100,672</b>
Restrooms	\$2,415	\$3,140
Park Site	\$75,025	\$97,533
El Nido Park	<b>\$10,270</b>	<b>\$13,351</b>
Little Park of Irwindale	<b>\$15,630</b>	<b>\$20,319</b>
<b>TOTAL:</b>	<b>\$1,465,760</b>	<b>\$1,888,673</b>

\* Includes 30% soft cost allowance, GC cost & fee, escalation to midpoint of the priority year

**Barriers Summary List**  
**City Hall - Building**

Tag #	Location	Priority	Proj Yr	Condition/Finding	Recommendation	Extended Costs	Code Reference
AccesA01	Lobby	Priority 2	FY 16-18	Tables in lobby do not provide wheelchair knee space.	Provide a minimum of two tables with four corner legs.	\$1,250.00	CBC 11B-902.2
AccesA02	Throughout Facility	Priority 2	FY 16-18	Doors with automatic closers require excessive force to open and doors close in less than 5 seconds.	Adjust all door closers to provide a maximum of 5 lbf operational effort and so that from an open position of 90 degrees, the time required to move the door to a position of 12 degrees from the latch is 5 seconds minimum.	\$3,060.00	CBC 11B-404.2.8.1 CBC 11B-404.2.9
AccesA03	Throughout Facility	Priority 2	FY 16-18	Various doors have door stops or vertical latch rod hardware at the push side of the door.	Remove all door stops and vertical latch rod hardware at the push side of all doors to provide a smooth surface at the bottom 10 inches of doors.	\$10,630	CBC 11B-404.2.10
AccesA04	Throughout Facility	Priority 2	FY 16-18	FEs protrude greater than 4 inches into the circulation paths	Lower all FEs to a height not greater than 27 inches AFF to the lowest edge.	\$8,760	CBC 11B-307.2
AccesA05	Lobby	Priority 2	FY 16-18	Signage is not provided in the lobby to indicate the availability of Assistive Listening Devices for use in the Assembly areas.	Provide a sign with wording that states Assistive-Listening System Available and displaying the International Symbol for Hearing Loss. Sign shall be posted in a prominent place at or near each entrance to the Council Chambers.	\$400	CBC 11B-216.10
AccesA06	Lobby	Priority 2	FY 16-18	Vending machine in lobby is not compliant for height of controls.	Remove machine from service.	\$0	ADA 308

**Barriers Summary List**  
**City Hall - Building**

Tag #	Location	Priority	Proj Yr	Condition/Finding	Recommendation	Extended Costs	Code Reference
AccesA07	Lobby	Priority 2	FY 16-18	Signage provided is not compliant.	Remove existing sign. Provide new sign stating FIRE ACCESS ROUTE DO NOT BLOCK DOOR. Provide a new tactile sign at the wall stating NOT AN EXIT.	\$210	CBC 11B-703.5
AccesA08	Lobby	Priority 3	FY 18-20	Drinking fountain is not accessible	Replace the existing DF with a combination Hi/Lo model.	\$2,740	CBC 11B-211.2 CBC 11B-602
AccesA09	Lobby	Priority 3	FY 18-20	DF is not located within an alcove and pedestrian protection is not provided.	Provide wing rails at both sides of DF.	\$625	CBC 11B-602.9
AccesA10	Lobby	Priority 2	FY 16-18	Handrail extensions are not compliant for length at 9 inches.	Modify extensions to project level for a minimum 12 inches before turning down.	\$250	CBC 11B-505.10.1
AccesA11	Council Chambers	Priority 1	FY 15-16	The existing warning stripes are not compliant for location, placed more than 1 inch from the leading edge of the tread and upper approach.	Reposition warning stripes to within 1 inch of the step edge.	\$300	CBC 11B-504.4.1
AccesA12	Council Chambers	Priority 2	FY 16-18	Handrails are not provided at both sides of stairs.	Provide handrails with extensions at both sides.	\$875	CBC 11B-504.6
AccesA13	Council Chambers	Priority 2	FY 16-18	The required wheelchair maneuvering space at exit doors is obstructed by seats.	Remove seats as needed or install a power door operator at both doors. Eliminating the door latch removes the need for the extra maneuvering space.	\$250	CBC 11B-404.2.4 CBC 11B-404.3
AccesA14	Council Chambers	Priority 2	FY 16-18	Tactile exit signs are not provided.	At each exit door provide a tactile exit sign stating EXIT ROUTE.	\$2,215	CBC 1011.4 #4 CBC 11B-703.2 CBC 11B-703.3

**Barriers Summary List**  
**City Hall - Building**

Tag #	Location	Priority	Proj Yr	Condition/Finding	Recommendation	Extended Costs	Code Reference
AccesA15	Lobby Restrooms	Priority 2	FY 16-18	The required 12 inches latch-side wheelchair maneuvering space at both restroom doors is not provided.	Remove the latch at each restroom door to eliminate the need for the required strike-side clearance. Provide a pull handle at the pull side.	\$1,000	CBC 11B-404.2.4.1 ITEM #1
AccesA16	Lobby Restrooms	Priority 2	FY 16-18	The geometric door sign at each restroom fail to provide the required visual contrast with the door.	Remove the existing door signs and provide dark signs to provide visual contrast with the light door color.	\$885	CBC 11B-703.7.2.6
AccesA17	Lobby Restrooms	Priority 2	FY 16-18	The required tactile wall signs are not provided at the restroom doors.	Provide tactile wall signs having Braille beneath raised text and the appropriate gender tactile pictogram. Mount signs at the latch side of each door.	\$740	CBC 11B-216.2
AccesA18	Lobby - Men's Restroom	Priority 2	FY 16-18	The restroom door does not open a minimum 90 degrees.	Repair door to full operation, a minimum 90 degrees.	\$175	CBC 11B-404.2.3
AccesA19	Lobby - Men's Restroom	Priority 2	FY 16-18	Round faucet knobs are not accessible.	Replace faucet knobs with lever handles.	\$4,500	CBC 11B-309.4
AccesA20	Lobby - Men's Restroom	Priority 2	FY 16-18	The urinal is not accessible due to short rim projection.	Remove and replace urinal. New urinal shall have a minimum rim projection of 13 1/2 inches.	\$960	CBC 11B-605.2
AccesA21	Lobby Restrooms	Priority 2	FY 16-18	Lavatories at both restrooms fail to provide the required minimum knee space of 27 inches	Replace lavatories.	\$4,340	CBC 11B-606.2
AccesA22	Lobby Restrooms	Priority 2	FY 16-18	Insulation is incomplete at the hot water supply lines and at all shut-off valves.	Insulate all lines, pipes, valves and wrap or cover any sharp or abrasive elements below the lavatories.	\$50	CBC 11B-606.5

**Barriers Summary List**  
**City Hall - Building**

Tag #	Location	Priority	Proj Yr	Condition/Finding	Recommendation	Extended Costs	Code Reference
AccesA23	Lobby Restrooms	Priority 2	FY 16-18	Accessible paper towel dispensers are not in use.	Provide paper towels at the semi-recessed dispensers. Lowering the existing surface mount dispensers to a height not to exceed 40 inches AFF to the highest operable part requires extensive improvements.	\$0	CBC 11B-603.5
AccesA24	Lobby Restrooms	Priority 2	FY 16-18	U-shape handles are not provided at the pull side of the accessible stall doors.	Provide a U-shape handle immediately below the latch.	\$125	CBC 11B-604.8.1.2
AccesA25	Lobby Restrooms	Priority 2	FY 16-18	The existing coat hooks are not compliant for height at 57 inches AFF.	Provide a second coat hook at each stall, not higher than 48 inches AFF.	\$90	ADA 308
AccesA26	Lobby Restrooms	Priority 2	FY 16-18	Floors are not level at the area of floor drains, with slopes up to 6.5%.	Raise drains and surrounding surfaces to level the floor. Slopes to 2.1% are allowed.	\$1,625	CBC 11B-302.1
AccesA27	Lobby Restrooms	Priority 2	FY 16-18	Dispensers are not accessible, mounted over the WC at each restroom.	Relocate dispensers to the side wall, below the grab bar.	\$375	CBC 11B-603.5
AccesA28	Lobby Restrooms	Priority 2	FY 16-18	The accessible WC at each restroom is centered greater than 20 inches from the side wall.	Relocate the waste drain line as needed at each restroom to center the WC fixture at 17 inches -18 inches from the side wall.	\$4,160	CBC 11B-604.2
AccesA29	Lobby Restrooms	Priority 2	FY 16-18	The seat height exceeds the allowable height of 19 inches maximum.	Lower fixtures as needed to provide a seat height of 17 inches-19 inches AFF.	\$605	CBC 11B-604.4
AccesA30	Lobby Restrooms	Priority 2	FY 16-18	Dispensers are not compliant for location.	Reposition the Toilet Paper Dispensers, centered 7 inches-9 inches in front of the WC.	\$65	CBC 11B-604.7
AccesA31	Lobby Restrooms	Priority 2	FY 16-18	Rear grab bars are not accessible due to location.	Reposition rear grab bars to project a minimum 42 inches from the corner.	\$745	CBC 11B-604.5

**Barriers Summary List**  
**City Hall - Building**

Tag #	Location	Priority	Proj Yr	Condition/Finding	Recommendation	Extended Costs	Code Reference
AccesA32	Lobby - Women's Restroom	Priority 2	FY 16-18	Dispenser control knobs are not accessible.	Replace dispenser with a Bobrick ADA compliant Sanitary napkin dispenser	\$1,065	ADA 309
AccesA33	Throughout Facility	Priority 2	FY 16-18	Identification signs are not provided at permanent rooms and spaces.	Provide tactile identification room signs at rooms which are not likely to change, such as the Council Chambers, Communications room, meeting rooms and restrooms.	\$3,685	CBC 11B-216.2
AccesA34	I.T. Rm. Corridor	Priority 2	FY 16-18	Both restrooms are not accessible.	Provide alterations to enlarge each of the restrooms for wheelchair accessibility.	\$73,540	ADA 213.2 CBC 11B-603.1
AccesA35	Conf. Rm. Corridor	Priority 2	FY 16-18	Both restrooms are not accessible.	Provide alterations to enlarge each of the restrooms for wheelchair accessibility.	\$73,540	
AccesA36	Conf. Rm. Corridor	Priority 3	FY 18-20	The single DF is not compliant. No fewer than two drinking fountains shall be provided.	Remove and replace the existing DF with a combination Hi/Lo DF to provide access to persons both standing and in a wheelchair. Provide compliant alcove or wing rails.	\$4,905	CBC 11B-211.2 CBC 11B-602
AccesA64	Entrance Door	Priority 3	FY 18-20	Questionnaire Comments requested automatic doors to be installed at the City Hall Entrance	Consider installing automatic doors at Police Department, Council Chambers, and City Hall entrances.	\$56,250	

City Hall



Photo:

Tag: AccesA01

Item: Tables

Finding: Tables in lobby do not provide wheelchair knee space.

Recommendation: Provide a minimum of two tables with four corner legs.

Code Reference: CBC 11B-902.2

City Hall



Photo:

Tag: AccesA02

Item: Door Closers

Finding: Doors with automatic closers require excessive force to open and doors close in less than 5 seconds.

Recommendation: Adjust all door closers to provide maximum 5 lbf operational effort so that an open position of 90 degrees, time required to move door

Code Reference: CBC 11B-404.2.8.1;CBC 11B-

City Hall



Photo:

Tag: AccesA03

Item: Door Stops

Finding: Various doors have door stops or vertical latch rod hardware at the push side of the door.

Recommendation: Remove all door stops and vertical latch rod hardware at the push side of all doors to provide a smooth surface at the bottom 10

Code Reference: CBC 11B-404.2.10

City Hall



Photo:

Tag: AccesA04

Item: Protrusion Hazards

Finding: FEs protrude greater than 4 inches into the circulation paths

Recommendation: Lower all FEs to a height not greater than 27 inches AFF to the lowest edge.

Code Reference: CBC 11B-307.2

City Hall



Photo:

Tag: AccesA05

Item: Assistive Listening Device signage

Finding: Signage is not provided in the lobby to indicate the availability of Assistive Listening Devices for use in the Assembly areas.

Recommendation: Provide a sign with wording that states Assistive-Listening System Available and displaying the International Symbol for Hearing

Code Reference: CBC 11B-216.10

City Hall



Photo:

Tag: AccesA06

Item: Vending Machines

Finding: Vending machine in lobby is not compliant for height of controls.

Recommendation: Remove machine from service.

Code Reference: ADA 308

City Hall



Photo:

Tag: AccesA07

Item: Fire Exit Door

Finding: Signage provided is not compliant.

Recommendation: Remove existing sign. Provide new sign stating FIRE ACCESS ROUTE DO NOT BLOCK DOOR. Provide a new tactile sign at the

Code Reference: CBC 11B-703.5

City Hall



Photo:

Tag: AccesA08

Item: Drinking Fountain (DF)

Finding: Drinking fountain is not accessible

Recommendation: Replace the existing DF with a combination Hi/Lo model.

Code Reference: CBC 11B-211.2;CBC 11B-602

City Hall



Photo:

Tag: AccesA09

Item: Drinking Fountain (DF)

Finding: DF is not located within an alcove and pedestrian protection is not provided.

Recommendation: Provide wing rails at both sides of DF.

Code Reference: CBC 11B-602.9

City Hall



Photo:

Tag: AccesA10

Item: Handrail Extensions

Finding: Handrail extensions are not compliant for length at 9 inches.

Recommendation: Modify extensions to project level for a minimum 12 inches before turning down.

Code Reference: CBC 11B-505.10.1

City Hall



Photo:

Tag: AccesA11

Item: Visual Warning Stripes

Finding: The existing warning stripes are not compliant for location, placed more than 1 inch from the leading edge of the tread and upper approach.

Recommendation: Reposition warning stripes to within 1 inch of the step edge.

Code Reference: CBC 11B-504.4.1

City Hall



Photo:

Tag: AccesA12

Item: Handrails

Finding: Handrails are not provided at both sides of stairs.

Recommendation: Provide handrails with extensions at both sides.

Code Reference: CBC 11B-504.6

City Hall



Photo:

Tag: AccesA13

Item: Maneuvering Space

Finding: The required wheelchair maneuvering space at exit doors is obstructed by seats.

Recommendation: Remove seats as needed or install a power door operator at both doors. Eliminating the door latch removes the need for the

Code Reference: CBC 11B-404.2.4;CBC 11B-404.3

City Hall



Photo:

Tag: AccesA14

Item: Tactile Exit Signs

Finding: Tactile exit signs are not provided.

Recommendation: At each exit door provide a tactile exit sign stating EXIT ROUTE.

Code Reference: CBC 1011.4 #4;CBC 11B-703.2;

City Hall

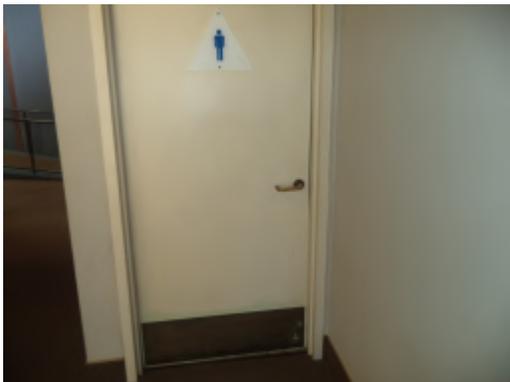


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Tag: AccesA15

Item: Maneuvering Space

Finding: The required 12 inches latch-side wheelchair maneuvering space at both restroom doors is not provided.

Recommendation: Remove the latch at each restroom door to eliminate the need for the required strike-side clearance. Provide a pull handle at the

Code Reference: CBC 11B-404.2.4.1 ITEM #1

City Hall



Photo:

Tag: AccesA16

Item: Door Signs

Finding: The geometric door sign at each restroom fail to provide the required visual contrast with the door.

Recommendation: Remove the existing door signs and provide dark signs to provide visual contrast with the light door color.

Code Reference: CBC 11B-703.7.2.6

City Hall



Photo:

Tag: AccesA17

Item: Tactile Wall Signs

Finding: The required tactile wall signs are not provided at the restroom doors.

Recommendation: Provide tactile wall signs having Braille beneath raised text and the appropriate gender tactile pictogram. Mount signs at the latch

Code Reference: CBC 11B-216.2

City Hall

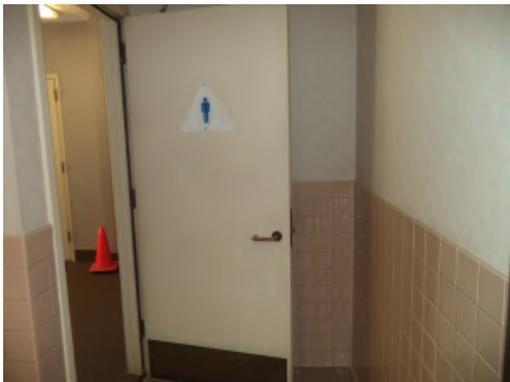


Photo:

Tag: AccesA18

Item: Clear Opening

Finding: The restroom door does not open a minimum 90 degrees.

Recommendation: Repair door to full operation, a minimum 90 degrees.

Code Reference: CBC 11B-404.2.3

City Hall



Photo:

Tag: AccesA19

Item: Faucet Handles

Finding: Round faucet knobs are not accessible.

Recommendation: Replace faucet knobs with lever handles.

Code Reference: CBC 11B-309.4

City Hall



Photo:

Tag: AccesA20

Item: Urinal

Finding: The urinal is not accessible due to short rim projection.

Recommendation: Remove and replace urinal. New urinal shall have a minimum rim projection of 13-1/2 inches.

Code Reference: CBC 11B-605.2

City Hall



Photo:

Tag: AccesA21

Item: Knee Space

Finding: Lavatories at both restrooms fail to provide the required minimum knee space of 27 inches.

Recommendation: Replace lavatories.

Code Reference: CBC 11B-606.2

City Hall



Photo:

Tag: AccesA22

Item: Insulation

Finding: Insulation is incomplete at the hot water supply lines and at all shut-off valves.

Recommendation: Insulate all lines, pipes, valves and wrap or cover any sharp or abrasive elements below the lavatories.

Code Reference: CBC 11B-606.5

City Hall



Photo:

Tag: AccesA23

Item: Paper Towel Dispensers

Finding: Accessible paper towel dispensers are not in use.

Recommendation: Provide paper towels at the semi-recessed dispensers. Lower existing surface mount dispensers to height not to exceed 40 inches

Code Reference: CBC 11B-603.5

City Hall



Photo:

Tag: AccesA24

Item: U-shape Handles

Finding: U-shape handles are not provided at the pull side of the accessible stall doors.

Recommendation: Provide a U-shape handle immediately below the latch.

Code Reference: CBC 11B-604.8.1.2

City Hall



Photo:

Tag: AccesA25

Item: Coat Hooks

Finding: The existing coat hooks are not compliant for height at 57 inches AFF.

Recommendation: Provide a second coat hook at each stall, not higher than 48 inches AFF.

Code Reference: ADA 308

City Hall



Photo:

Tag: AccesA26

Item: Floor Drains

Finding: Floors are not level at the area of floor drains, with slopes up to 6.5%.

Recommendation: Raise drains and surrounding surfaces to level the floor. Slopes to 2.1% are allowed.

Code Reference: CBC 11B-302.1

City Hall



Photo:

Tag: AccesA27

Item: Seat Cover Dispensers

Finding: Dispensers are not accessible, mounted over the WC at each restroom.

Recommendation: Relocate dispensers to the side wall, below the grab bar.

Code Reference: CBC 11B-603.5

City Hall



Photo:

Tag: AccesA28

Item: WC

Finding: The accessible WC at each restroom is centered greater than 20 inches from the side wall.

Recommendation: Relocate the waste drain line as needed at each restroom to center the WC fixture at 17 inches -18 inches from the side wall.

Code Reference: CBC 11B-604.2

City Hall



Photo:

Tag: AccesA29

Item: WC

Finding: The seat height exceeds the allowable height of 19 inches maximum.

Recommendation: Lower fixtures as needed to provide a seat height of 17 inches-19 inches AFF.

Code Reference: CBC 11B-604.4

City Hall



Photo:

Tag: AccesA30

Item: Toilet Paper Dispensers

Finding: Dispensers are not compliant for location.

Recommendation: Reposition the Toilet Paper Dispensers, centered 7 inches-9 inches in front of the WC.

Code Reference: CBC 11B-604.7

City Hall



Photo:

Tag: AccesA31

Item: Rear Grab Bars

Finding: Rear grab bars are not accessible due to location.

Recommendation: Reposition rear grab bars to project a minimum 42 inches from the corner.

Code Reference: CBC 11B-604.5

City Hall



Photo:

Tag: AccesA32

Item: Sanitary Napkin Dispenser

Finding: Dispenser control knobs are not accessible.

Recommendation: Replace dispenser with a Bobrick ADA compliant Sanitary napkin dispenser.

Code Reference: ADA 309

City Hall



Photo:

Tag: AccesA33

Item: Room ID Signs

Finding: Identification signs are not provided at permanent rooms and spaces.

Recommendation: Provide tactile identification room signs at rooms which are not likely to change, such as the Council Chambers, etc.

Code Reference: CBC 11B-216.2

City Hall



Photo:

Tag: AccesA34

Item: Restrooms

Finding: Both restrooms are not accessible.

Recommendation: Provide alterations to enlarge each of the restrooms for wheelchair accessibility.

Code Reference: ADA 213.2;CBC 11B-603.1

City Hall



Photo:

Tag: AccesA35

Item: Restrooms

Finding: Both restrooms are not accessible.

Recommendation: Provide alterations to enlarge each of the restrooms for wheelchair accessibility.

Code Reference:

City Hall



Photo:

Tag: AccesA36

Item: Drinking Fountain (DF)

Finding: The single DF is not compliant. No fewer than two drinking fountains shall be provided.

Recommendation: Remove and replace the existing DF with a combination Hi/Lo DF to provide access to persons both standing and in a wheelchair.

Code Reference: CBC 11B-211.2;CBC 11B-602

City Hall



Photo:

Tag: AccesA64

Item: Entrance doors

Finding: Questionnaire comments requested automatic doors to be installed at the City Hall entrance.

Recommendation: Consider installing automatic doors at Police Department, Council Chambers, and City Hall entrances.

Code Reference:

Item:

Finding:

Recommendation:

Photo:

Tag:

Code Reference:

Item:

Finding:

Recommendation:

Photo:

Tag:

Code Reference:

**Barriers Summary List**  
**Police Department - Building**

Tag #	Location	Priority	Proj Yr	Condition/Finding	Recommendation	Extended Costs	Code Reference
AccesA37.0	Police Lobby	Priority 1	FY 15-16	The public counter between the Lobby and Communication Room is not wheelchair accessible.	Lower counter to a height of 33 inches AFF.	\$3,905	CBC 11B-227.3 CBC 11B-904.4
AccesA38.0	Police Lobby	Priority 1	FY 15-16	The single DF is not compliant. No fewer than two drinking fountains shall be provided.	Remove and replace the existing DF with a combination Hi/Lo DF to provide access to persons both standing and in a wheelchair. Provide compliant alcove or wing rails.	\$8,365	CBC 11B-211.2
AccesA39.0	Dispatch Restrooms	Priority 2	FY 16-18	Both restrooms are not accessible.	Provide alterations to enlarge each of the restrooms for wheelchair accessibility.	\$61,850	CBC 11B-216.2
AccesA40.0	Dispatch Restrooms	Priority 2	FY 16-18	Geometric door signs are not provided.	Install the appropriate geometric door sign on each door.	\$150	CBC 11B-703.7.2.6.1 CBC 11B-703.7.2.6.2
AccesA41.0	Dispatch Restrooms	Priority 2	FY 16-18	The required tactile wall signs are not provided at the restroom doors.	Provide tactile wall signs having Braille beneath raised text and the appropriate gender tactile pictogram. Mount signs at the latch side of each door.	\$150	CBC 11B-216.2
AccesA42.0	Detective Restrooms	Priority 4	FY 18-20	The required tactile wall signs are not provided at the restroom doors.	Provide tactile wall signs having Braille beneath raised text and the appropriate gender tactile pictogram. Mount signs at the latch side of each door.	\$0	CBC 11B-703.7.2.6
AccesA43.0	Detective Restrooms	Priority 4	FY 18-20	Door signs are mounted too high at the doors.	Lower the geometric door signs, centered at 60 inches AFF.	\$0	CBC 11B-703.7.2.6
AccesA44.0	Detective Restrooms	Priority 4	FY 18-20	Insulation is not provided at the hot water supply lines, shut-off valves and drain pipes.	Insulate all lines, pipes, valves and wrap or cover any sharp or abrasive elements below the lavatories.	\$50	CBC 11B-606.5

**Barriers Summary List**  
**Police Department - Building**

Tag #	Location	Priority	Proj Yr	Condition/Finding	Recommendation	Extended Costs	Code Reference
AccesA45.0	Detective Restrooms	Priority 4	FY 18-20	Compliant knee space at lavatories is not provided.	Raise the lavatory counter at each restroom to a height of 34 inches to the lavatory rim.	\$4,580	CBC 11B-606.3
AccesA46.0	Detective Restrooms	Priority 4	FY 18-20	Paper towel dispensers are not compliant for height at 43 inches AFF.	Lower the existing dispensers to a height not to exceed 40 inches AFF to the highest operable part.	\$1,070	CBC 11B-603.5
AccesA47.0	Detective Restrooms	Priority 4	FY 18-20	U-shape handles are not provided at the pull side of the accessible stall doors.	Provide a U-shape handle immediately below the latch.	\$65	CBC 11B-604.8.1.2
AccesA48.0	Detective Restrooms	Priority 4	FY 18-20	The existing coat hooks are not compliant for height, greater than 56 inches AFF.	Provide a second coat hook at each stall, not higher than 48 inches AFF.	\$45	ADA 308
AccesA50.0	Detective Restrooms	Priority 4	FY 18-20	The accessible WC at each restroom is not compliant for location, centered greater than 18 inches from the side wall.	Relocate the waste drain line as needed at each restroom to center the WC fixture at 17 inches-18 inches from the side wall.	\$4,160	CBC 11B-604.2
AccesA51.0	Detective Restrooms	Priority 4	FY 18-20	Stalls are not compliant for width, less than 60 inches wide.	Modify the partition panels as needed to provide a minimum stall width of 60 inches.	\$375	CBC 11B-603.2
AccesA52.0	Detective Restrooms	Priority 4	FY 18-20	Dispensers are not accessible, mounted over the WC at each restroom.	Relocate dispensers to the side wall, below the grab bar.	\$0	CBC 11B-603.5
AccesA53.0	Detective Restrooms	Priority 4	FY 18-20	Rear grab bars are not accessible due to location.	Reposition rear grab bars to project a minimum 42 inches from the corner.	\$745	CBC 11B-604.5
AccesA55.0	Detective Restrooms Men's Room	Priority 4	FY 18-20	The urinal is not accessible due to short rim projection.	Remove and replace urinal. New urinal shall have a minimum rim projection of 13-1/2 inches.	\$2,820	CBC 11B-605.2
AccesA56.0	Detective Restrooms Men's Room	Priority 4	FY 18-20	The dispenser is too close to the side grab bar, reducing the required 1-1/2 inches hand clearance below the grab bar.	Lower the dispenser to provide a minimum clear hand space of 1-1/2 inches.	\$65	CBC 11B-609.3

**Barriers Summary List**  
**Police Department - Building**

Tag #	Location	Priority	Proj Yr	Condition/Finding	Recommendation	Extended Costs	Code Reference
AccesA57.0	Detective Restrooms Women's Room	Priority 4	FY 18-20	Dispenser control knobs are not accessible.	Replace dispenser with a Bobrick ADA compliant Sanitary napkin dispenser	\$1,065	ADA 309
AccesA58.0	Corridor	Priority 2	FY 16-18	The exterior exit door from the Detective's offices is missing the required signage.	On the door, provide a sign stating EXTERIOR AREA FOR ASSISTED RESCUE. Sign shall include a white ISA with white text on a dark blue background.	\$130	CBC 1007.9 ITEM #2
AccesA59.0	Corridor	Priority 2	FY 16-18	The required tactile wall sign is not provided at the doorway.	At the interior latch side of the door, provide a tactile wall sign having Braille below raised text. Text and Braille to state EXIT RAMP DOWN.	\$75	CBC 1011.4 ITEM #2.2
AccesA60.0	Exterior	Priority 4	FY 18-20	The exit door leads to a curb with a step down and is not wheelchair accessible.	Provide a curb ramp	\$885	CBC 11B-406.1
AccesA61.0	Hall	Priority 2	FY 16-18	The required tactile wall sign is not provided at the doorway.	At the interior latch side of the door, provide a tactile wall sign having Braille below raised text. Text and Braille to state EXIT ROUTE.	\$75	CBC 1011.4 ITEM #3
AccesA62.0	Corridor	Priority 2	FY 16-18	The require 12 inches latch-side clearance is not provided at the push side of the door.	Move door frame to provide a minimum 12 inches clearance at the latch side of door.	\$2,950	CBC 11B-603.5
AccesA63.0	Throughout Facility	Priority 2	FY 16-18	Round door knobs are not accessible.	Replace all round door knobs with lever handles. The end of the lever shall return to within 1/2 inches of the door surface.	\$18,750	CBC 11B-404.2.7

Police Department



Photo:

Tag: AccesA37

Item: Counter Height

Finding: The public counter between the Lobby and Communication Room is not wheelchair accessible.

Recommendation: Lower counter to a height of 33 inches AFF.

Code Reference: CBC 11B-227.3;CBC 11B-904.4

Police Department



Photo:

Tag: AccesA38

Item: Drinking Fountain (DF)

Finding: The single DF is not compliant. No fewer than two drinking fountains shall be provided.

Recommendation: Remove and replace the existing DF with a combination Hi/Lo DF to provide access to persons both standing and in a wheelchair.

Code Reference: CBC 11B-211.2

Police Department



Photo:

Tag: AccesA39

Item: Restrooms

Finding: Both restrooms are not accessible.

Recommendation: Provide alterations to enlarge each of the restrooms for wheelchair accessibility.

Code Reference: CBC 11B-216.2

Police Department



Photo:

Tag: AccesA40

Item: Geometric Door Signs

Finding: Geometric door signs are not provided.

Recommendation: Install the appropriate geometric door sign on each door.

Code Reference: CBC 11B-703.7.2.6.1;CBC 11B-

Police Department



Photo:

Tag: AccesA41

Item: Tactile Wall Signs

Finding: The required tactile wall signs are not provided at the restroom doors.

Recommendation: Provide tactile wall signs with Braille raised text and appropriate gender tactile pictogram. Mount signs at latch side of each door.

Code Reference: CBC 11B-216.2

Police Department



Photo:

Tag: AccesA42

Item: Tactile Wall Signs

Finding: The required tactile wall signs are not provided at the restroom doors.

Recommendation: Provide tactile wall signs with Braille raised text and appropriate gender tactile pictogram. Mount signs at latch side of each door.

Code Reference: CBC 11B-703.7.2.6

Police Department



Photo:

Tag: AccesA43

Item: Geometric Door Signs

Finding: Door signs are mounted too high at the doors.

Recommendation: Lower the geometric door signs, centered at 60 inches AFF.

Code Reference: CBC 11B-703.7.2.6

Police Department



Photo:

Tag: AccesA44

Item: Insulation

Finding: Insulation is not provided at the hot water supply lines, shut-off valves and drain pipes.

Recommendation: Insulate all lines, pipes, valves and wrap or cover any sharp or abrasive elements below the lavatories.

Code Reference: CBC 11B-606.5

Police Department



Photo:

Tag: AccesA45

Item: Height

Finding: Compliant knee space at lavatories is not provided.

Recommendation: Raise the lavatory counter at each restroom to a height of 34 inches to the lavatory rim.

Code Reference: CBC 11B-606.3

Police Department



Photo:

Tag: AccesA46

Item: Paper Towel Dispensers

Finding: Paper towel dispensers are not compliant for height at 43 inches AFF.

Recommendation: Lower the existing dispensers to a height not to exceed 40 inches AFF to the highest operable part.

Code Reference: CBC 11B-603.5

Police Department



Photo:

Tag: AccesA47

Item: U-shape Handles

Finding: U-shape handles are not provided at the pull side of the accessible stall doors.

Recommendation: Provide a U-shape handle immediately below the latch.

Code Reference: CBC 11B-604.8.1.2

Police Department



Photo:

Tag: AccesA48

Item: Coat Hooks

Finding: The existing coat hooks are not compliant for height, greater than 56 inches AFF.

Recommendation: Provide a second coat hook at each stall, not higher than 48 inches AFF.

Code Reference: ADA 308

Police Department



Photo:

Tag: AccesA50

Item: WC

Finding: The accessible WC at each restroom is not compliant for location, centered greater than 18 inches from the side wall.

Recommendation: Relocate the waste drain line as needed at each restroom to center the WC fixture at 17 inches-18 inches from the side wall.

Code Reference: CBC 11B-604.2

Police Department



Photo:

Tag: AccesA51

Item: Width of Stalls

Finding: Stalls are not compliant for width, less than 60 inches wide.

Recommendation: Modify the partition panels as needed to provide a minimum stall width of 60 inches.

Code Reference: CBC 11B-603.2

Police Department



Photo:

Tag: AccesA52

Item: Seat Cover Dispensers

Finding: Dispensers are not accessible, mounted over the WC at each restroom.

Recommendation: Relocate dispensers to the side wall, below the grab bar.

Code Reference: CBC 11B-603.5

Police Department



Photo:

Tag: AccesA53

Item: Rear Grab Bars

Finding: Rear grab bars are not accessible due to location.

Recommendation: Reposition rear grab bars to project a minimum 42 inches from the corner.

Code Reference: CBC 11B-604.5

Police Department



Photo:

Tag: AccesA55

Item: Urinal

Finding: The urinal is not accessible due to short rim projection.

Recommendation: Remove and replace urinal. New urinal shall have a minimum rim projection of 13-1/2 inches.

Code Reference: CBC 11B-605.2

Police Department



Photo:

Tag: AccesA56

Item: Toilet Paper Dispenser

Finding: The dispenser is too close to the side grab bar, reducing the required 1-1/2 inches hand clearance below the grab bar.

Recommendation: Lower the dispenser to provide a minimum clear hand space of 1-1/2 inches.

Code Reference: CBC 11B-609.3

Police Department



Photo:

Tag: AccesA57

Item: Sanitary Napkin Dispenser

Finding: Dispenser control knobs are not accessible.

Recommendation: Replace dispenser with a Bobrick ADA compliant Sanitary napkin dispenser.

Code Reference: ADA 309

Police Department



Photo:

Tag: AccesA58

Item: Exit Door Sign

Finding: The exterior exit door from the Detective's offices is missing the required signage.

Recommendation: On the door, provide a sign stating EXTERIOR AREA FOR ASSISTED RESCUE. Sign shall include a white ISA with white

Code Reference: CBC 1007.9 ITEM #2

Police Department



Photo:

Tag: AccesA59

Item: Tactile Wall Sign

Finding: The required tactile wall sign is not provided at the doorway.

Recommendation: At the interior latch side of the door, provide a tactile wall sign having Braille below raised text. Text and Braille to state EXIT RAMP

Code Reference: CBC 1011.4 ITEM #2.2

Police Department



Photo:

Tag: AccesA60

Item: Step

Finding: The exit door leads to a curb with a step down and is not wheelchair accessible.

Recommendation: Provide a curb ramp

Code Reference: CBC 11B-406.1

Police Department



Photo:

Tag: AccesA61

Item: Tactile Wall Sign

Finding: The required tactile wall sign is not provided at the doorway.

Recommendation: At the interior latch side of the door, provide a tactile wall sign having Braille below raised text. Text and Braille to state EXIT ROUTE.

Code Reference: CBC 1011.4;ITEM #3

Police Department



Photo:

Tag: AccesA62

Item: Maneuvering Clearance

Finding: The require 12 inches latch-side clearance is not provided at the push side of the door.

Recommendation: Move door frame to provide a minimum 12 inches clearance at the latch side of door.

Code Reference: CBC 11B-603.5

Police Department



Photo:

Tag: AccesA63

Item: Round Door Knobs

Finding: Round door knobs are not accessible.

Recommendation: Replace all round door knobs with lever handles. The end of the lever shall return to within 1/2 inches of the door surface.

Code Reference: CBC 11B-404.2.7

Item:

Finding:

Recommendation:

Photo:

Tag:

Code Reference:

Item:

Finding:

Recommendation:

Photo:

Tag:

Code Reference:



**Barriers Summary List**  
**City Hall & Police Department - Exterior**

Tag #	Location	Priority	Proj Yr	Condition/Finding	Recommendation	Extended Costs	Code Reference
AccesA01.0	City Hall Parking	Priority 1	FY 15-16	Warning sign is not compliant, having the wrong text.	Provide a new CALTRANS R100B warning sign.	\$190	CBC 11B-502.8.2;CVC 22511.8(e)
AccesA02.0	City Hall Parking	Priority 1	FY 15-16	Curb ramp is not compliant, having excessive slope greater than 9%.	Replace curb ramp.	\$3,005	CBC 11B-406.1
AccesA03.0	City Hall Parking	Priority 1	FY 15-16	Curb ramp is not compliant, having a cross slope of 4.0%	Replace curb ramp.	\$22,315	CBC 11B-406.1
AccesA04.0	Curb Ramp	Priority 1	FY 15-16	Curb ramp is missing the required truncated domes.	Install truncated dome mats across the width of the ramp, 36 inches deep, aligned with the curb line.	\$1,125	CBC 11B-406.5.12
AccesA05.0	Traffic Controls	Priority 2	FY 16-18	The required textured color band is not provided at the pedestrian traffic-control button, 2 places.	Provide a 2 inch yellow band with 1 inch black bands above and below the yellow band, encircling the post above the control button.	\$125	CBC 11B-703.7.2.7
AccesA06.0	Sidewalk	Priority 2	FY 16-18	Concrete is broken and depressed at the area of the storm drain cover.	Replace concrete as needed.	\$2,825	CBC 11B-403.3
AccesA07.0	Sidewalk	Priority 2	FY 16-18	The concrete sidewalk in front of the fountain on Irwindale Blvd has cross slopes to 6.9%.	Replace concrete as needed. Cross slopes shall not exceed 2.1%.	\$1,305	CBC 11B-403.3
AccesA08.0	City Hall Parking	Priority 1	FY 15-16	A curb ramp is not provided next to the fountain.	Install curb ramp.	\$2,170	CBC 11B-406.1
AccesA09.0	Bus Stop	Priority 2	FY 16-18	Railings interfere with wheelchair access.	Modify railing to provide an opening with a minimum clear width of 48 inches between benches and boarding area.	\$125	CBC 11B-206.3;CBC 11B-403.5.1 Exception #3
AccesA10.0	Sidewalk	Priority 2	FY 16-18	Curb ramps at Irwindale Blvd Calle Del Norte are missing the required truncated domes.	Install truncated dome mats across the width of the ramp, 36 inches deep, aligned with the curb line.	\$700	CBC 11B-406.5.12

**Barriers Summary List  
City Hall & Police Department - Exterior**

Tag #	Location	Priority	Proj Yr	Condition/Finding	Recommendation	Extended Costs	Code Reference
AccesA11.0	Traffic Controls	Priority 2	FY 16-18	The required textured color band is not provided at the pedestrian traffic-control button.	Provide a 2 inch yellow band with 1 inch black bands above and below the yellow band, encircling the post above the control button.	\$65	CBC 11B-703.7.2.7
AccesA12.0	Sidewalk	Priority 2	FY 16-18	Curb ramp at Calle Del Norte is not compliant, having slopes to 13.2% and counter slopes of 12.8%.	Replace curb ramp.	\$5,695	CBC 11B-406.1
AccesA13.0	Sidewalk	Priority 2	FY 16-18	The sidewalk surface has abrupt edges and depressions with cross slopes to 2.8%.	Replace sidewalk on Calle Del Norte	\$2,405	CBC 11B-403.3
AccesA14.0	City Hall Parking	Priority 1	FY 15-16	Curb ramps at both sides of North driveway to City Hall are missing the required truncated domes.	Install truncated dome mats across the width of the ramp, 36 inches deep, aligned with the curb line.	\$2,930	CBC 11B-406.5.12
AccesA15.0	City Hall Parking	Priority 2	FY 16-18	Sidewalk is damaged due to tree roots lifting concrete.	Replace concrete as needed after cutting tree roots.	\$4,070	CBC 11B-403.3
AccesA16.0	City Hall Parking	Priority 2	FY 16-18	Triangular section of concrete walk is lifting, creating a raised edge next to the curb.	Replace concrete as needed to provide a compliant path of travel.	\$735	CBC 11B-502.3.3
AccesA17.0	City Hall Parking	Priority 2	FY 16-18	Various sections of concrete at the walkway have raised edges creating abrupt edges greater than 1/4 inch.	Grind concrete as needed.	\$785	CBC 11B-403.3
AccesA18.0	City Hall Parking	Priority 1	FY 15-16	Access aisles are undersized and not compliant, missing the white diagonal stripes and the white lettering stating NO PARKING.	Restripe access aisles to meet compliance.	\$6,675	CBC 11B-502.3.3

**Barriers Summary List**  
**City Hall & Police Department - Exterior**

Tag #	Location	Priority	Proj Yr	Condition/Finding	Recommendation	Extended Costs	Code Reference
AccesA19.0	City Hall Parking	Priority 1	FY 15-16	Curb ramps have counter slopes greater than 5.0% due to drainage swales.	Regrade parking area to eliminate the drainage swale, or rebuild swales using slopes less than 5.0% at the area of the accessible stalls.	\$0	11B-406.5.8;CBC 11B-502.4
AccesA20.0	City Hall Parking	Priority 1	FY 15-16	Parking stalls are not level, having slopes to 4.6%.	Resurface asphalt to provide level stalls. Slopes not to exceed 2.1% in any direction. Restripe to provide one Van accessible stall.	\$0	CBC 11B-502.4
AccesA21.0	City Hall Parking	Priority 1	FY 15-16	Right curb ramp slope is excessive at 8.6%.	Replace curb ramp.	\$7,195	CBC 11B-406.1
AccesA22.0	City Hall Parking	Priority 1	FY 15-16	The required additional stall signs stating MINIMUM FINE \$250 are not provided at each stall.	At the stalls, provide the additional signs.	\$0	CBC 11B-502.6
AccesA23.0	City Hall	Priority 2	FY 16-18	Arches at the front entrance create overhead obstructions lower than 80 inches AFF. Provide an architectural element below each arch where the vertical clearance is less than 80 inches.	Provide guardrails or other barriers (large potted plants) where the vertical clearance is less than 80 inches.	\$625	CBC 11B-307.4
AccesA24.0	City Hall	Priority 2	FY 16-18	Path of travel from City Hall to Library is not compliant, having slopes greater than 5.0%.	Provide handrails at both sides of walk where the slope exceeds 5.0%.	\$2,500	CBC 11B-405.8
AccesA25.0	City Hall Parking	Priority 2	FY 16-18	The concrete walk from Calle De Paseo to City Hall is not compliant, having cross slopes to 3.1%.	Replace concrete walkway as needed. Cross slopes not to exceed 2.1%.	\$23,345	CBC 11B-403.3
AccesA25.1	City Hall Parking	Priority 2	FY 16-18	Wheel stops are not provided at parking stalls to prevent parked vehicles from overhanging the walkway	Provide wheel stops at all parking stalls adjacent to the accessible walkway to prevent encroachment of parked vehicles.	\$610	CBC 11B-502.7.2

## Barriers Summary List

### City Hall & Police Department - Exterior

Tag #	Location	Priority	Proj Yr	Condition/Finding	Recommendation	Extended Costs	Code Reference
AccesA26.0	City Hall	Priority 2	FY 16-18	Sign at side door is not compliant.	Remove and replace with a blue sign having white text and displaying an ISA. Sign shall indicate the direction to the accessible entrance.	\$125	CBC 11B-216.6
AccesA27.0	City Hall	Priority 2	FY 16-18	Walkway at the South side of City hall has abrupt edges greater than 4 inches at the drain pipes.	Provide a 6 inches high curb at the area of the vertical drop.	\$115	CBC 11B-303.5

City Hall-PD



Photo:

Tag: AccesA01

Item: Tow-away Warning Sign

Finding: Warning sign is not compliant, having the wrong text.

Recommendation: Provide a new CALTRANS R100B warning sign.

Code Reference: CBC 11B-502.8.2;CVC 22511.8(e)

City Hall-PD



Photo:

Tag: AccesA02

Item: East Curb Ramp

Finding: Curb ramp is not compliant, having excessive slope greater than 9%.

Recommendation: Replace curb ramp.

Code Reference: CBC 11B-406.1

City Hall-PD

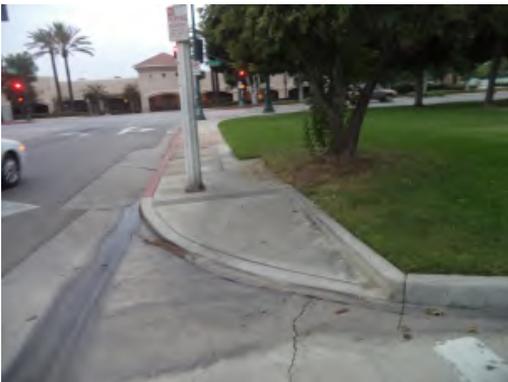


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Tag: AccesA03

Item: West Curb Ramp

Finding: Curb ramp is not compliant with cross slope of 4.0%

Recommendation: Replace curb ramp.

Code Reference: CBC 11B-406.1

City Hall-PD



Photo:

Tag: AccesA04

Item: Truncated Domes

Finding: Curb ramp is missing the required truncated domes.

Recommendation: Install truncated dome mats across the width of the ramp, 36 inches deep, aligned with the curb line.

Code Reference: CBC 11B-406.5.12

City Hall-PD



Photo:

Tag: AccesA05

Item: Color Band

Finding: The required textured color band is not provided at the pedestrian traffic-control button, 2 places.

Recommendation: Provide a 2 inch yellow band with 1 inch black bands above and below the yellow band, encircling the post above the control button.

Code Reference: CBC 11B-703.7.2.7

City Hall-PD



Photo:

Tag: AccesA06

Item: Sidewalk

Finding: Concrete is broken and depressed at the area of the storm drain cover.

Recommendation: Replace concrete as needed.

Code Reference: CBC 11B-403.3

City Hall-PD



Photo:

Tag: AccesA07

Item: Sidewalk

Finding: The concrete sidewalk in front of the fountain on Irwindale Blvd has cross slopes to 6.9%.

Recommendation: Replace concrete as needed. Cross slopes shall not exceed 2.1%.

Code Reference: CBC 11B-403.3

City Hall-PD



Photo:

Tag: AccesA08

Item: Curb Ramp

Finding: A curb ramp is not provided next to the fountain.

Recommendation: Install curb ramp.

Code Reference: CBC 11B-406.1

City Hall-PD



Photo:

Tag: AccesA09

Item: Railing

Finding: Railings interfere with wheelchair access.

Recommendation: Modify railing to provide an opening with a minimum clear width of 48 inches between benches and boarding area.

Code Reference: CBC 11B-206.3;CBC 11B-403.5.1

City Hall-PD



Photo:

Tag: AccesA10

Item: Curb Ramps

Finding: Curb ramps at Irwindale Blvd & Calle Del Norte are missing the required truncated domes.

Recommendation: Install truncated dome mats across the width of the ramp, 36 inches deep, aligned with the curb line.

Code Reference: CBC 11B-406.5.12

City Hall-PD



Photo:

Tag: AccesA11

Item: Color Band

Finding: The required textured color band is not provided at the pedestrian traffic-control button.

Recommendation: Provide a 2 inch yellow band with 1 inch black bands above and below the yellow band, encircling the post above the control button.

Code Reference: CBC 11B-703.7.2.7

City Hall-PD



Photo:

Tag: AccesA12

Item: Curb Ramp

Finding: Curb ramp at Calle Del Norte is not compliant, having slopes to 13.2% and counter slopes of 12.8%.

Recommendation: Replace curb ramp.

Code Reference: CBC 11B-406.1

City Hall-PD



Photo:

Tag: AccesA13

Item: Sidewalk

Finding: The sidewalk surface has abrupt edges and depressions with cross slopes to 2.8%.

Recommendation: Replace sidewalk on Calle Del Norte

Code Reference: CBC 11B-403.3

City Hall-PD



Photo:

Tag: AccesA14

Item: Curb Ramps

Finding: Curb ramps at both sides of North driveway to City Hall are missing the required truncated domes.

Recommendation: Install truncated dome mats across the width of the ramp, 36 inches deep, aligned with the curb line.

Code Reference: CBC 11B-406.5.12

City Hall-PD



Photo:

Tag: AccesA15

Item: Sidewalk

Finding: Sidewalk is damaged due to tree roots lifting concrete.

Recommendation: Replace concrete as needed after cutting tree roots.

Code Reference: CBC 11B-403.3

City Hall-PD



Photo:

Tag: AccesA16

Item: Walkway

Finding: Triangular section of concrete walk is lifting, creating a raised edge next to the curb.

Recommendation: Replace concrete as needed to provide a compliant path of travel.

Code Reference: CBC 11B-502.3.3

City Hall-PD



Photo:

Tag: AccesA17

Item: Walkway

Finding: Various sections of concrete at the walkway have raised edges creating abrupt edges greater than 1/4 inch.

Recommendation: Grind concrete as needed.

Code Reference: CBC 11B-403.3

City Hall-PD



Photo:

Tag: AccesA18

Item: Accessible Parking

Finding: Access aisles are undersized and not compliant, missing the white diagonal stripes and the white lettering stating NO PARKING.

Recommendation: Restripe access aisles to meet compliance.

Code Reference: CBC 11B-502.3.3

City Hall-PD



Photo:

Tag: AccesA19

Item: Accessible Parking

Finding: Curb ramps have counter slopes greater than 5.0% due to drainage swales.

Recommendation: Re-grade parking area to eliminate drainage swale, or rebuild swales using slopes less than 5.0%.

Code Reference: 11B-406.5.8;CBC 11B-502.4

City Hall-PD



Photo:

Tag: AccesA20

Item: Accessible Parking

Finding: Parking stalls are not level, having slopes to 4.6%.

Recommendation: Resurface asphalt to provide level stalls. Slopes not to exceed 2.1%. Restripe to provide one Van accessible stall.

Code Reference: CBC 11B-502.4

City Hall-PD



Photo:

Tag: AccesA21

Item: Curb Ramp

Finding: Right curb ramp slope is excessive at 8.6%.

Recommendation: Replace curb ramp.

Code Reference: CBC 11B-406.1

City Hall-PD



Photo:

Tag: AccesA22

Item: Accessible Parking

Finding: The required additional stall signs stating MINIMUM FINE \$250 are not provided at each stall.

Recommendation: At the stalls, provide the additional signs.

Code Reference: CBC 11B-502.6

City Hall-PD



Photo:

Tag: AccesA23

Item: Overhead obstructions

Finding: Arches at the front entrance create overhead obstructions lower than 80 inches AFF. Adjust as required by code.

Recommendation: Provide guardrails or other barriers (large potted plants) where the vertical clearance is less than 80 inches.

Code Reference: CBC 11B-307.4

City Hall-PD



Photo:

Tag: AccesA24

Item: Path of Travel

Finding: Path of travel from City Hall to Library is not compliant, having slopes greater than 5.0%.

Recommendation: Provide handrails at both sides of walk where the slope exceeds 5.0%.

Code Reference: CBC 11B-405.8

City Hall-PD



Photo:

Tag: AccesA25

Item: Concrete Walk

Finding: The concrete walk from Calle De Paseo to City Hall is not compliant, having cross slopes to 3.1%.

Recommendation: Replace concrete walkway as needed. Cross slopes not to exceed 2.1%.

Code Reference: CBC 11B-403.3

City Hall-PD



Photo:

Tag: AccesA25.1

Item: Wheel Stops

Finding: Wheel stops are not provided at parking stalls to prevent parked vehicles from overhanging the walkway.

Recommendation: Provide wheel stops at all parking stalls adjacent to the accessible walkway to prevent encroachment of parked vehicles.

Code Reference: CBC 11B-502.7.2

City Hall-PD



Photo:

Tag: AccesA26

Item: Signage

Finding: Sign at side door is not compliant.

Recommendation: Remove and replace with blue sign having white text displaying ISA, indicating direction of accessible entrance.

Code Reference: CBC 11B-216.6

City Hall-PD



Photo:

Tag: AccesA27

Item: Abrupt Edge

Finding: Walkway at the South side of City hall has abrupt edges greater than 4 inches at the drain pipes.

Recommendation: Provide a 6 inches high curb at the area of the vertical drop.

Code Reference: CBC 11B-303.5

Item:

Finding:

Recommendation:

Photo:

Tag:

Code Reference:

Item:

Finding:

Recommendation:

Photo:

Tag:

Code Reference:



# Assessment Report

**Project:** 0814.2108.01- City of Irwindale  
**Drawing:** 1- CH-PD site  
**Description:**  
**Phase:** Preliminary  
**Report Date:** 11-05-14



- A01 Tow-away warning
- A02 East Curb Ramp
- A03 West Curb Ramp
- A04 Truncated Domes
- A05 Color Band
- A06 Sidewalk
- A07 Sidewalk
- A08 Curb Ramp
- A09 Railing
- A10 Curb Ramps
- A11 Color Band
- A12 Curb Ramp
- A13 Sidewalk
- A14 Curb Ramps
- A15 Sidewalk
- A16 Walkway
- A17 Walkway
- A18 Accessible Parking
- A19 Accessible Parking
- A20 Accessible Parking
- A21 Curb Ramp
- A22 Accessible Parking
- A23 Overhead
- A24 Path of Travel
- A25 Concrete Walk
- A25.1 Wheel Stops
- A26 Signage
- A27 Abrupt Edge

**BARRIER FACILITY REPORT**  
**CITY HALL - POLICE**  
 5050 NORTH IRWINDALE AVE.



A:\Projects\0814\0814.2108.01 City of Irwindale - 0814\Report\Final\02\_03\_14.dwg October 28, 2014 - 10:40am



**Barriers Summary List  
Library - Building**

Tag #	Location	Priority	Proj Yr	Condition/Finding	Recommendation	Extended Costs	Code Reference
AccesA01	Entrance	Priority 1	FY 15-16	Door stop at the push side of the entrance door interferes with the required smooth door surface.	Remove door stop.	\$20	CBC 11B-404.2.10
AccesA02	Both Restrooms	Priority 2	FY 16-18	The geometric door sign at each restroom door fails to provide visual contrast between the two symbols.	Discard existing signs. Install signs having a blue circle with a white triangle.	\$150	CBC 11B-703.7.2.6.3
AccesA03	Both Restrooms	Priority 2	FY 16-18	Insulation is incomplete below both lavatories	Wrap or cover all valves, lines, fittings and any exposed sharp or abrasive surfaces beneath the lavatories.	\$50	CBC 11B-606.5
AccesA04	North Restroom	Priority 2	FY 16-18	Towel dispenser is not compliant for height at 41 inches AFF.	Lower the paper towel dispenser to a height not greater than 40 inches AFF to the highest operable part.	\$535	CBC 11B-603.5
AccesA05	North Restroom	Priority 2	FY 16-18	The required transfer space next to the WC is obstructed by the wood table.	Remove wood table from the restroom	\$0	CBC 11B-604.3.1
AccesA06	North Restroom	Priority 2	FY 16-18	Lavatory is not compliant for height at 34-1/4 inches to the rim.	Lower lavatory to a rim height of 33 inches-34 inches AFF.	\$1,325	CBC 11B-606.3
AccesA07	Both Restrooms	Priority 2	FY 16-18	Mirror is not compliant for height, greater than 41inches AFF.	Lower mirror to a height not greater than 40 inches AFF to the lowest reflective edge.	\$700	CBC 11B-603.3
AccesA08	Both Restrooms	Priority 2	FY 16-18	Faucets at both restrooms are automatic and do not remain on for 10 seconds minimum.	Adjust faucets to remain on for 10 seconds minimum.	\$80	CBC 11B-606.4
AccesA09	Multi-purpose	Priority 1	FY 15-16	Panic bar is not compliant for height at 44-1/2 inches AFF at center.	Lower panic bar to a height between 34 inches-44 inches AFF	\$460	CBC 11B-404.2.7 CBC 11B-206.4.1
AccesA10	Throughout Facility	Priority 1	FY 15-16	Each exit door and exits from an interior room or area to a corridor or hallway shall be identified by a tactile exit sign.	Create an exit sign package for the facility.	\$2,630	CBC 1011.4 CBC 11B-703.1

**Barriers Summary List  
Library - Building**

Tag #	Location	Priority	Proj Yr	Condition/Finding	Recommendation	Extended Costs	Code Reference
AccesA11	Lobby	Priority 2	FY 16-18	Signage is not provided in the library to indicate the availability of Assistive Listening Devices for use in the Assembly areas.	Provide a sign with wording that states "Assistive-Listening System Available" and displaying the International Symbol for Hearing Loss. Sign shall be posted in a prominent place at or near the assembly area entrance.	\$130	CBC 11B-216.10
AccesA12	Multi-purpose	Priority 2	FY 16-18	Assisted listening devices are not provided for the multi-purpose room.	Provide an Assistive listening system with compliant receivers.	\$6,750	CBC 11B-219.1 thru 219.5
AccesA13	Multi-purpose	Priority 1	FY 15-16	Permanent room identification is not provided at the door leading into the MP room from the Library.	Provide a tactile wall sign with Braille and raised text stating MULTI_PURPOSE ROOM.	\$105	CBC 11B-216.2 CBC 11B-703
AccesA14	Multi-purpose	Priority 1	FY 15-16	The exterior side of the North exit door is not level and has an abrupt change in elevation greater than 1/4 inch at the threshold.	Provide a new 60 inches x60 inches (MIN) level landing at the exterior side of exit door. Slopes shall not exceed 2.1% in any direction.	\$1,125	CBC 11B-404.2.4 CBC 11B-206.4.1 CBC 11B-404.2.5
AccesA16	Library	Priority 3	FY 18-20	The low DF unit is not compliant for height at the spout outlet.	Lower the Low DF to provide the spout outlet at a height not to exceed 36 inches AFF.	\$940	CBC 11B-602.4
AccesA17	South Restroom	Priority 3	FY 18-20	Changing table not compliant for height.	Lower the baby changing table 10 inches and add a pull strap. Strap to have a 5 inches diameter minimum closed loop.	\$1,385	CBC 11B-603.5 CBC 11B-902.2 CBC 11B-902.3
AccesA18	Entrance Door	Priority 3	FY 18-20	Questionnaire Comments requested automatic door to be installed at the Library Entrance	Consider installing automatic doors at entrances	\$18,750	

Library



Photo:

Tag: AccesA01

Item: Door Stop

Finding: Door stop at the push side of the entrance door interferes with the required smooth door surface.

Recommendation: Remove door stop.

Code Reference: CBC 11B-404.2.10

Library



Photo:

Tag: AccesA02

Item: Door Signs

Finding: The geometric door sign at each restroom door fails to provide visual contrast between the two symbols.

Recommendation: Discard existing signs. Install signs having a blue circle with a white triangle.

Code Reference: CBC 11B-703.7.2.6.3

Library



Photo:

Tag: AccesA03

Item: Insulation

Finding: Insulation is incomplete below both lavatories

Recommendation: Wrap or cover all valves, lines, fittings and any exposed sharp or abrasive surfaces beneath the lavatories.

Code Reference: CBC 11B-606.5

Library



Photo:

Tag: AccesA04

Item: Paper Towel Dispenser

Finding: Towel dispenser is not compliant for height at 41 inches AFF.

Recommendation: Lower the paper towel dispenser to a height not greater than 40 inches AFF to the highest operable part.

Code Reference: CBC 11B-603.5

Library



Photo:

Tag: AccesA05

Item: Wheelchair Space

Finding: The required transfer space next to the WC is obstructed by the wood table.

Recommendation: Remove wood table from the restroom

Code Reference: CBC 11B-604.3.1

Library



Photo:

Tag: AccesA06

Item: Lavatory Height

Finding: Lavatory is not compliant for height at 34-1/4 inches to the rim.

Recommendation: Lower lavatory to a rim height of 33 inches-34 inches AFF.

Code Reference: CBC 11B-606.3

Library



Photo:

Tag: AccesA07

Item: Lavatory Mirror

Finding: Mirror is not compliant for height, greater than 41 inches AFF.

Recommendation: Lower mirror to a height not greater than 40 inches AFF to the lowest reflective edge.

Code Reference: CBC 11B-603.3

Library



Photo:

Tag: AccesA08

Item: Metering faucets

Finding: Faucets at both restrooms are automatic and do not remain on for 10 seconds minimum.

Recommendation: Adjust faucets to remain on for 10 seconds minimum.

Code Reference: CBC 11B-606.4

Library



Photo:

Tag: AccesA09

Item: Door Hardware

Finding: Panic bar is not compliant for height at 44-1/2 inches AFF at center.

Recommendation: Lower panic bar to a height between 34 inches-44 inches AFF

Code Reference: CBC 11B-404.2.7;CBC 11B-

Library



Photo:

Tag: AccesA10

Item: Tactile exits signs

Finding: Each exit door and exits from an interior room or area to a corridor or hallway shall be identified by a tactile exit sign.

Recommendation: Create an exit sign package for the facility.

Code Reference: CBC 1011.4;CBC 11B-703.1

Library



Photo:

Tag: AccesA11

Item: Assistive Listening Device signage

Finding: Signage is not provided in the library to indicate the availability of Assistive Listening Devices for use in the Assembly areas.

Recommendation: Provide a sign with wording that states Assistive-Listening System Available and displaying the International Symbol for Hearing

Code Reference: CBC 11B-216.10

Library



Photo:

Tag: AccesA12

Item: Assisted Listening Devices

Finding: Assisted listening devices are not provided for the multi-purpose room.

Recommendation: Provide an Assistive listening system with compliant receivers.

Code Reference: CBC 11B-219.1 thru 219.5

Library



Photo:

Tag: AccesA13

Item: Room Identification Sign

Finding: Permanent room identification is not provided at the door leading into the MP room from the Library.

Recommendation: Provide a tactile wall sign with Braille and raised text stating MULTI\_PURPOSE ROOM.

Code Reference: CBC 11B-216.2;CBC 11B-703

Library



Photo:

Tag: AccesA14

Item: Exterior Door Landing

Finding: The exterior side of the North exit door is not level and has an abrupt change in elevation greater than 1/4 inch at the threshold.

Recommendation: Provide a new 60 inches x60 inches (MIN) level landing at the exterior side of exit door. Slopes shall not exceed 2.1% in any direction.

Code Reference: CBC 11B-404.2.4;CBC 11B-

Library



Photo:

Tag: AccesA16

Item: Drinking Fountain

Finding: The low DF unit is not compliant for height at the spout outlet.

Recommendation: Lower the Low DF to provide the spout outlet at a height not to exceed 36 inches AFF.

Code Reference: CBC 11B-602.4

Library



Photo:

Tag: AccesA17

Item: Baby Changing Table

Finding: Changing table not compliant for height.

Recommendation: Lower the baby changing table 10 inches and add a pull strap. Strap to have a 5 inches diameter minimum closed loop.

Code Reference: CBC 11B-603.5;CBC 11B-902.2;

Library



Photo:

Tag: AccesA18

Item: Entrance Door

Finding: Questionnaire Comments requested automatic door to be installed at Library entrance.

Recommendation: Consider installing automatic door at entrance.

Code Reference:

Item:

Finding:

Recommendation:

Photo:

Tag:

Code Reference:

## Barriers Summary List

### Dan Diaz Recreation Center -Building 1st Floor

Tag #	Location	Priority	Proj Yr	Condition/Finding	Recommendation Report	Extended Costs	Code Reference
AccesA28	Lobby	Priority 1	FY 15-16	Only one activation push plate is provided at the Lobby side of both sets of power doors.	Provide dual push plates at each side of the doors. The centerline of one push plate shall be 7 - 8 inches above the floor or ground surface. The centerline of the second push plate shall be 30 - 44 inches above the floor or ground surface. Each push plat	\$1,855	CBC 11B-404.2.9 Exception 2C
AccesA29	Lobby	Priority 1	FY 15-16	Existing push plates are not accessible, blocked by chairs and waste receptacles.	Create a policy to maintain a clear floor space at all push plates for wheelchair access.	\$0	CBC 11B-305
AccesA30	Lobby	Priority 1	FY 15-16	Compliant signage is not posted at power-assisted doors.	Doors shall be equipped with signs, visible from either side, instructing the user as to the operation and function of the door. The signs shall be mounted 50 inches +/- 12 inches from the floor to the center line of the sign. The letters shall be 5/8 inch	\$150	CBC 11B-404.2.9 Exception 2d ANSI/BHMA A156.19-2007
AccesA31	Lobby	Priority 2	FY 16-18	Strobe lens at entrance doors is not compliant for height at 78 inches AFF to bottom of lens.	Raise strobe appliance to a minimum height of 80 inches AFF to bottom of lens.	\$275	CBC 907.5.2
AccesA32	Throughout Facility	Priority 2	FY 16-18	Doors with closers require adjustment. Doors close too fast.	Adjust all door closers to provide a maximum of 5 lbf operational effort and so that from an open position of 90 degrees, the time required to move the door to a position of 12 degrees from the latch is 5 seconds minimum.	\$1,600	CBC 11B-404.2.9;CBC 11B-404.2.8.1
AccesA33	Throughout Facility	Priority 1	FY 15-16	Tactile exit signs are not provided at exterior exit doors.	Provide a tactile exit sign at each exit door or door leading to and exit, exit route, exit hallway or horizontal exit.	\$1,255	CBC 1011.4
AccesA34	Lobby	Priority 2	FY 16-18	Compliant knee space is not provided at the lobby table.	A minimum of one table shall be provided to have knee space 30 wide, 27 high and 19 deep. Replace table with a new table having four corner legs.	\$625	CBC 11B-306.3.3 Exception #2

## Barriers Summary List

### Dan Diaz Recreation Center -Building 1st Floor

Tag #	Location	Priority	Proj Yr	Condition/Finding	Recommendation Report	Extended Costs	Code Reference
AccesA35	Lobby	Priority 2	FY 16-18	Counter is not accessible, having a surface height of 48 inches AFF	Modify counter. At a minimum. Provide a lowered section, a minimum 36 inches long. Between 28 inches-34 inches AFF, or lower the entire counter to 28 inches-34 inches AFF.	\$755	CBC 11B-904.4
AccesA36	Lobby	Priority 1	FY 15-16	Tactile exit signs are not provided at the Lobby exterior exit doors.	Provide a tactile exit sign at each Lobby exit door. Signs shall state EXIT STAIR DOWN.	\$225	CBC 1011.4 ITEM #2.1
AccesA37	Men's Locker Room	Priority 2	FY 16-18	The locker benches are not accessible, missing the required backrest.	Modify one bench to provide a back support and compliant location.	\$625	CBC 11B-903.4
AccesA38	Men's Locker Room	Priority 2	FY 16-18	Controls are not located to the side of the seat.	Reconfigure the shower controls to the back wall	\$2,940	CBC 11B-608.5.2
AccesA39	Men's Locker Room	Priority 2	FY 16-18	The hand-held shower spray hose is not compliant for length.	Provide a new hose, a minimum 59 inches long.	\$45	CBC 11B-608.6
AccesA40	Men's Locker Room	Priority 2	FY 16-18	Lavatory pipes, valves and drains are exposed.	Cover all exposed pipes, lines, valves and any sharp or abrasive elements beneath all lavatories.	\$250	CBC 11B-606.5
AccesA41	Men's Locker Room	Priority 2	FY 16-18	The paper towel dispenser is not compliant for height at 47 AFF.	Provide one paper towel dispenser at a height not greater than 40 AFF to the highest operable part.	\$1,095	CBC 11B-603.5
AccesA42	Men's Locker Room	Priority 2	FY 16-18	The rear grab bar is not compliant for location.	re-position rear grab bar to extend from the centerline of the water closet 12 inches minimum on one side and 24 inches minimum on the other side.	\$425	CBC 11B-604.5
AccesA43	Men's Locker Room	Priority 2	FY 16-18	The accessible restroom is not compliant for interior space.	Provide restroom alterations to increase interior space for wheelchair maneuverability.	\$82,500	CBC 11B-603.2
AccesA44	Women's Locker Room	Priority 2	FY 16-18	Lockers interfere with wheelchair maneuverability at the door.	Remove lockers as needed to provide a minimum 60 inches clear from the door frame.	\$575	CBC 11B-404.2.4
AccesA45	Women's Locker Room	Priority 2	FY 16-18	Controls are not located to the side of the seat.	Reconfigure the shower controls to the back wall	\$2,940	CBC 11B-608.5.2
AccesA46	Women's Locker Room	Priority 2	FY 16-18	The locker bench is not compliant for length. Bolts at wall are loose.	Provide a bench, a minimum 48 long within close proximity to the lockers.	\$325	CBC 11B-903.3

## Barriers Summary List

### Dan Diaz Recreation Center -Building 1st Floor

Tag #	Location	Priority	Proj Yr	Condition/Finding	Recommendation Report	Extended Costs	Code Reference
AccesA47	Women's Locker Room	Priority 2	FY 16-18	Lavatory pipes, valves and drains are exposed.	Cover all exposed pipes, lines, valves and any sharp or abrasive elements beneath all lavatories.	\$25	CBC 11B-606.5
AccesA48	Women's Locker Room	Priority 2	FY 16-18	The accessible restroom is not compliant for interior space.	Provide restroom alterations to increase interior space for wheelchair maneuverability.	\$82,500	CBC 11B-603.2
AccesA49	Stage	Priority 3	FY 18-20	Extensions are 9 inches long and not compliant for length	Modify extensions to a minimum length of 12 inches level.	\$910	CBC 11B-505.10.3
AccesA50	Stage	Priority 3	FY 18-20	Stage is not wheelchair accessible.	Provide a platform lift.	\$6,250	CBC 11B-206.2.6
AccesA51	Throughout Facility	Priority 1	FY 15-16	Round door knobs are not accessible.	Replace all round door knobs with lever handles.	\$6,250	CBC 11B-404.2.7
AccesA52	Kitchen	Priority 3	FY 18-20	Exposed pipes under sink are not wrapped	Cover all exposed pipes, lines, valves and any sharp or abrasive elements beneath sink.	\$25	CBC 11B-606.5
AccesA53	Kitchen	Priority 3	FY 18-20	Dispenser is not wheelchair accessible.	Lower dispenser to a max height of 48" AFF to the highest operable part.	\$45	ADA 308
AccesA54	Kitchen	Priority 3	FY 18-20	Counter height not accessible.	Lower counter to 34 max. at pass-through.	\$3,000	CBC 11B-904.4
AccesA55	Kitchen	Priority 3	FY 18-20	Doors are not accessible at 27 in clear width.	Modify doors. Provide 32 clear width minimum.	\$10,125	CBC 11B-404.2.3
AccesA56	Kitchen	Priority 3	FY 18-20	Door pulls are greater than 44 AFF.	Lower door pulls to 34-44 AFF.	\$0	CBC 11B-404.2.7
AccesA57	Kitchen	Priority 3	FY 18-20	Exit Door and Exit Gate are not accessible at 32 between door and gate.	Remove interior door and provide a solid exterior door, or alter doorways to provide a minimum 48 between doors.	\$4,875	CBC 11B-404.2.6
AccesA58	Kitchen	Priority 3	FY 18-20	The required smooth surface is not provided at the exit gate.	Provide a 10 inches smooth plate across the bottom of the gate.	\$165	CBC 11B-404.2.10
AccesA59	Dining Room	Priority 1	FY 15-16	Doors are not compliant for width at 29-1/2 each.	Modify doors. Provide on leaf with a clear opening of 32.	\$2,500	CBC 11B-404.2.3
AccesA60	Gym	Priority 2	FY 16-18	Guard rail is not provided at open side of stairs.	At both stairs, provide guard, a minimum 42: high.	\$3,000	CBC 1013.2
AccesA61	Gym	Priority 2	FY 16-18	Flat handrails do not provide a compliant gripping surface.	Modify handrails to round or conforming non-circular.	\$3,750	CBC 11B-505.6

## Barriers Summary List

### Dan Diaz Recreation Center -Building 1st Floor

Tag #	Location	Priority	Proj Yr	Condition/Finding	Recommendation Report	Extended Costs	Code Reference
AccesA62	Gym	Priority 2	FY 16-18	Dark door signs at dark doors.	At both restrooms, remove and replace with white door signs for visual contrast. Center signs at 60 inches AFF.	\$150	CBC 11B-703.7.2.6.1 CBC 11B-703.7.2.6.2
AccesA63	Gym	Priority 2	FY 16-18	Tactile wall signs have been mounted onto doors	Move tactile wall signs to the wall at the latch side of the door, centered at 56 inches AFF.	\$35	CBC 11B-703.4
AccesA63.1	Gym	Priority 2	FY 16-18	The smaller restroom is not wheelchair accessible.	Provide an ISA directional sign at the non-accessible restroom door. Sign shall indicate the location of the accessible restroom to the left.	\$35	CBC 11B-216.8
AccesA64	Gym	Priority 2	FY 16-18	The larger restroom is not marked as accessible.	Remove the ISA geometric door sign from the smaller restroom door and mount it at the door of the larger restroom.	\$90	CBC 11B-216.8
AccesA65	Gym	Priority 2	FY 16-18	Door is not self-closing.	Replace the self-closing hinges.	\$95	CBC 11B-604.8.1.2
AccesA66	Gym	Priority 2	FY 16-18	The door lock is not accessible and the required U-shaped door pull is not provided.	Replace barrel latch with a slide or flip-over latch. Provide a U-shaped door pull immediately beneath the latch.	\$110	CBC 11B-604.8.1.2
AccesA67	Gym	Priority 2	FY 16-18	Coat hook is not accessible at 67 inches AFF.	Add one additional coat hook at a height not greater than 48 inches AFF.	\$45	ADA 308
AccesA68	Gym	Priority 2	FY 16-18	Lavatory pipes, valves and drain are exposed.	Cover all exposed pipes, lines, valves and any sharp or abrasive elements beneath all lavatories.	\$100	CBC 11B-606.5
AccesA69	Gym	Priority 2	FY 16-18	Grab bars are not compliant for location.	Reset grab bars to compliant location. Relocate the seat cover dispenser below the rear grab bar.	\$425	CBC 11B-604.5
AccesA70	Gym	Priority 2	FY 16-18	Switch is not compliant for height at 54 inches AFF.	Replace switch with a automatic sensor switch.	\$190	CBC 11B-308.1.1

## Barriers Summary List

### Dan Diaz Recreation Center -Building 1st Floor

Tag #	Location	Priority	Proj Yr	Condition/Finding	Recommendation Report	Extended Costs	Code Reference
AccesA71	Elevator	Priority 2	FY 16-18	When the reopening device is activated, doors only remain open for 4 seconds.	Contact a certified elevator repair company and have the reopening device adjusted to provide a minimum reopen time of 20 seconds.	\$500	CBC 11B-407.3.3.3
AccesA75	Stairwells	Priority 2	FY 16-18	The overhead fixture creates an overhead obstruction at a clear height of 76 inches.	Relocate light fixture from its location over the stair.	\$1,840	CBC 11B-307.4
AccesA76	Stairwells	Priority 2	FY 16-18	The handrail at the open sides of stairs do not have the required level extensions.	New handrails shall include level extensions.	\$3,000	CBC 11B-505.10.3
AccesA77	Treadmill Room	Priority 2	FY 16-18	Counter is not compliant for height at 36-1/2 inches.	At a minimum, lower one side of the counter to a height of 33 inches AFF, a minimum 36 inches long.	\$2,350	CBC 11B-902.3
AccesA78	Treadmill Room	Priority 2	FY 16-18	Sink is not accessible at 36-3/4 inches to the rim.	Lower sink to a height not to exceed 34 inches at the rim and provide knee space and piping insulation.	\$1,710	CBC 11B-606.3;CBC 11B-606.5
AccesA79	Treadmill Room	Priority 2	FY 16-18	The required 30 inches minimum clear floor space is not provided at machines and equipment.	Provide clear floor space at exercise machines and equipment. One clear floor space is permitted to be shared between two pieces of exercise equipment.	\$0	CBC 11B-1004.1
AccesA80	Throughout Facility	Priority 1	FY 15-16	Door stops at the push side of accessible doors interfere with the required smooth surface at the bottom of doors.	Remove all door stops. A door catch at the pull side is acceptable.	\$40	CBC 11B-404.2.10
AccesA81	Study (Tiny Tots)	Priority 2	FY 16-17	Strobe lens at exit door is not compliant for height at 78-1/4 inches AFF to bottom of lens.	Raise strobe appliance to a minimum height of 80 inches AFF to bottom of lens.	\$275	CBC 907.5.2
AccesA82	Game Room	Priority 2	FY 16-18	Strobe lens at exit door is not compliant for height at 79-1/4 inches AFF to bottom of lens.	Raise strobe appliance to a minimum height of 80 inches AFF to bottom of lens.	\$275	CBC 907.5.2

**Barriers Summary List****Dan Diaz Recreation Center -Building 1st Floor**

<b>Tag #</b>	<b>Location</b>	<b>Priority</b>	<b>Proj Yr</b>	<b>Condition/Finding</b>	<b>Recommendation Report</b>	<b>Extended Costs</b>	<b>Code Reference</b>
AccesA83	Throughout Facility	Priority 1	FY 15-16	Identification signs are not provided at permanent rooms and spaces.	Provide tactile identification room signs at rooms which are not likely to change, such as the kitchen, assembly rooms, meeting rooms and restrooms.	\$1,255	CBC 11B-216.2

Rec. Center



Photo:

Tag: AccesA28

Item: Power-Assist Door Push Plates

Finding: Only one activation push plate is provided at the Lobby side of both sets of power doors.

Recommendation: Provide dual push plates at each side of the doors. The centerline of one push plate shall be 7 - 8 inches above the floor or ground

Code Reference: CBC 11B-404.2.9 Exception 2C

Rec. Center



Photo:

Tag: AccesA29

Item: Power-Assist Door Push Plates

Finding: Existing push plates are not accessible, blocked by chairs and waste receptacles.

Recommendation: Create a policy to maintain a clear floor space at all push plates for wheelchair access.

Code Reference: CBC 11B-305

Rec. Center



Photo:

Tag: AccesA30

Item: Power-Assist Doors

Finding: Compliant signage is not posted at power-assisted doors.

Recommendation: Doors shall be equipped with signs, visible from either side, instructing the user as to the operation and function of the door. The

Code Reference: CBC 11B-404.2.9 Exception

Rec. Center



Photo:

Tag: AccesA31

Item: Strobe

Finding: Strobe lens at entrance doors is not compliant for height at 78 inches AFF to bottom of lens.

Recommendation: Raise strobe appliance to a minimum height of 80 inches AFF to bottom of lens.

Code Reference: CBC 907.5.2

Rec. Center



Photo:

Tag: AccesA32

Item: Door Closers

Finding: Doors with closers require adjustment. Doors close too fast.

Recommendation: Adjust all door closers to provide a maximum of 5 lbf operational effort and so that from an open position of 90 degrees, the time

Code Reference: CBC 11B-404.2.9;CBC 11B-

Rec. Center



Photo:

Tag: AccesA33

Item: Tactile Exit Signs

Finding: Tactile exit signs are not provided at exterior exit doors.

Recommendation: Provide a tactile exit sign at each exit door or door leading to and exit, exit route, exit hallway or horizontal exit.

Code Reference: CBC 1011.4

Rec. Center



Photo:

Tag: AccesA34

Item: Wheelchair Knee Space

Finding: Compliant knee space is not provided at the lobby table.

Recommendation: A minimum of one table shall be provided to have knee space 30 inches wide, 27 inches high and 19 inches deep. Replace table with

Code Reference: CBC 11B-306.3.3 Exception #2

Rec. Center



Photo:

Tag: AccesA35

Item: Counter Height

Finding: Counter is not accessible, having a surface height of 48 inches AFF

Recommendation: Modify counter. At a minimum. Provide a lowered section, a minimum 36 inches long. Between 28 inches-34 inches AFF, or lower

Code Reference: CBC 11B-904.4

Rec. Center



Photo:

Tag: AccesA36

Item: Tactile Exit Signs

Finding: Tactile exit signs are not provided at the Lobby exterior exit doors.

Recommendation: Provide a tactile exit sign at each Lobby exit door. Signs shall state EXIT STAIR DOWN.

Code Reference: CBC 1011.4 ITEM #2.1

Rec. Center



Photo:

Tag: AccesA37

Item: Back Support

Finding: The locker benches are not accessible, missing the required backrest.

Recommendation: Modify one bench to provide a back support and compliant location.

Code Reference: CBC 11B-903.4

Rec. Center



Photo:

Tag: AccesA38

Item: Controls

Finding: Controls are not located to the side of the seat.

Recommendation: Reconfigure the shower controls to the back wall

Code Reference: CBC 11B-608.5.2

Rec. Center

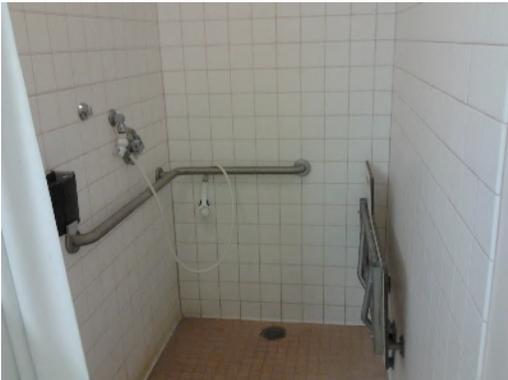


Photo:

Tag: AccesA39

Item: Shower Sprayer

Finding: The hand-held shower spray hose is not compliant for length.

Recommendation: Provide a new hose, a minimum 59 inches long.

Code Reference: CBC 11B-608.6

Rec. Center



Photo:

Tag: AccesA40

Item: Insulation

Finding: Lavatory pipes, valves and drains are exposed.

Recommendation: Cover all exposed pipes, lines, valves and any sharp or abrasive elements beneath all lavatories.

Code Reference: CBC 11B-606.5

Rec. Center



Photo:

Tag: AccesA41

Item: Paper Towel Dispenser

Finding: The paper towel dispenser is not compliant for height at 47 inches AFF.

Recommendation: Provide one paper towel dispenser at a height not greater than 40 inches AFF to the highest operable part.

Code Reference: CBC 11B-603.5

Rec. Center



Photo:

Tag: AccesA42

Item: Rear Grab Bar

Finding: The rear grab bar is not compliant for location.

Recommendation: re-position rear grab bar to extend from the centerline of the water closet 12 inches minimum on one side and 24 inches

Code Reference: CBC 11B-604.5

Rec. Center



Photo:

Tag: AccesA43

Item: Stall Size

Finding: The accessible restroom is not compliant for interior space.

Recommendation: Provide restroom alterations to increase interior space for wheelchair maneuverability.

Code Reference: CBC 11B-603.2

Rec. Center



Photo:

Tag: AccesA44

Item: Clearance at Door

Finding: Lockers interfere with wheelchair maneuverability at the door.

Recommendation: Remove lockers as needed to provide a minimum 60 inches clear from the door frame.

Code Reference: CBC 11B-404.2.4

Rec. Center

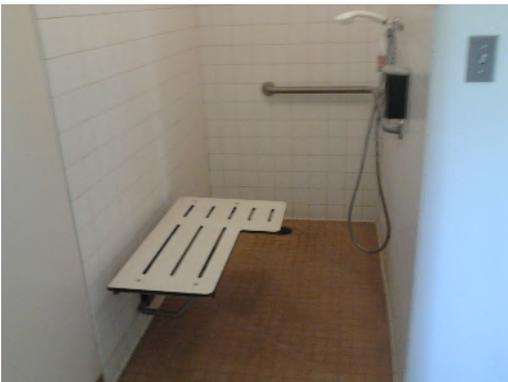


Photo:

Tag: AccesA45

Item: Controls

Finding: Controls are not located to the side of the seat.

Recommendation: Reconfigure the shower controls to the back wall

Code Reference: CBC 11B-608.5.2

Rec. Center



Photo:

Tag: AccesA46

Item: Bench

Finding: The locker bench is not compliant for length. Bolts at wall are loose.

Recommendation: Provide a bench, a minimum 48 inches long within close proximity to the lockers.

Code Reference: CBC 11B-903.3

Rec. Center



Photo:

Tag: AccesA47

Item: Lavatory Insulation

Finding: Lavatory pipes, valves and drains are exposed.

Recommendation: Cover all exposed pipes, lines, valves and any sharp or abrasive elements beneath all lavatories.

Code Reference: CBC 11B-606.5

Rec. Center



Photo:

Tag: AccesA48

Item: Stall Size

Finding: The accessible restroom is not compliant for interior space.

Recommendation: Provide restroom alterations to increase interior space for wheelchair maneuverability.

Code Reference: CBC 11B-603.2

Rec. Center



Photo:

Tag: AccesA49

Item: Handrail Extensions

Finding: Extensions are 9 inches long and not compliant for length

Recommendation: Modify extensions to a minimum length of 12 inches level.

Code Reference: CBC 11B-505.10.3

Rec. Center



Photo:

Tag: AccesA50

Item: Vertical Access

Finding: Stage is not wheelchair accessible.

Recommendation: Provide a platform lift.

Code Reference: CBC 11B-206.2.6

Rec. Center

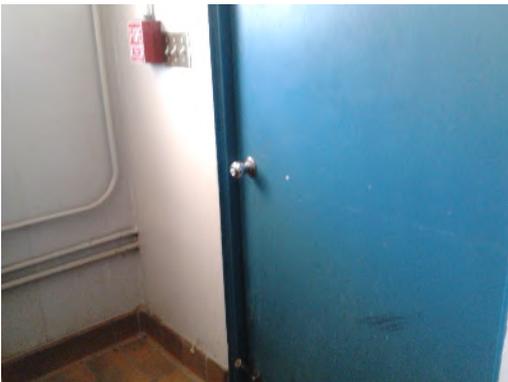


Photo:

Tag: AccesA51

Item: Round Door Knobs

Finding: Round door knobs are not accessible.

Recommendation: Replace all round door knobs with lever handles.

Code Reference: CBC 11B-404.2.7

Rec. Center



Photo:

Tag: AccesA52

Item: Pipe Insulation

Finding: Exposed pipes under sink are not wrapped

Recommendation: Cover all exposed pipes, lines, valves and any sharp or abrasive elements beneath sink.

Code Reference: CBC 11B-606.5

Rec. Center



Photo:

Tag: AccesA53

Item: Paper Towel Dispenser

Finding: Dispenser is not wheelchair accessible.

Recommendation: Lower dispenser to a max height of 48 inches AFF to the highest operable part.

Code Reference: ADA 308

Rec. Center



Photo:

Tag: AccesA54

Item: Pass-through Counter

Finding: Counter height not accessible.

Recommendation: Lower counter to 34 inches max. at pass-through.

Code Reference: CBC 11B-904.4

Rec. Center



Photo:

Tag: AccesA55

Item: Double Doors

Finding: Doors are not accessible at 27 inches clear width.

Recommendation: Modify doors. Provide 32 inches clear width minimum.

Code Reference: CBC 11B-404.2.3

Rec. Center



Photo:

Tag: AccesA56

Item: Door Pulls

Finding: Door pulls are greater than 44 inches AFF.

Recommendation: Lower door pulls to 34-44 inches AFF.

Code Reference: CBC 11B-404.2.7

Rec. Center

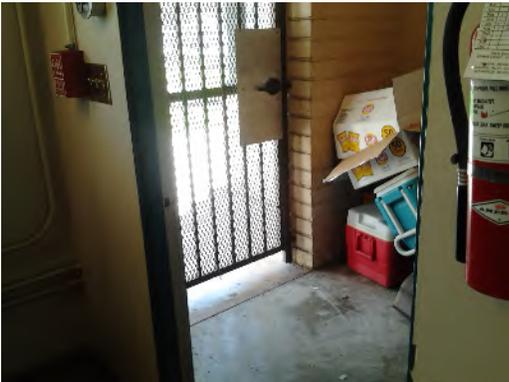


Photo:

Tag: AccesA57

Item: Distance at Doors

Finding: Exit Door and Exit Gate are not accessible at 32 between door and gate.

Recommendation: Remove interior door and provide a solid exterior door, or alter doorways to provide a minimum 48 between doors.

Code Reference: CBC 11B-404.2.6

Rec. Center



Photo:

Tag: AccesA58

Item: Smooth surface

Finding: The required smooth surface is not provided at the exit gate.

Recommendation: Provide a 10 inches smooth plate across the bottom of the gate.

Code Reference: CBC 11B-404.2.10

Rec. Center



Photo:

Tag: AccesA59

Item: Double Doors

Finding: Doors are not compliant for width at 29-1/2 inches each.

Recommendation: Modify doors. Provide on leaf with a clear opening of 32 inches.

Code Reference: CBC 11B-404.2.3

Rec. Center



Photo:

Tag: AccesA60

Item: Guard

Finding: Guard rail is not provided at open side of stairs.

Recommendation: At both stairs, provide guard, a minimum 42 inches high.

Code Reference: CBC 1013.2

Rec. Center



Photo:

Tag: AccesA61

Item: Handrails

Finding: Flat handrails do not provide a compliant gripping surface.

Recommendation: Modify handrails to round or conforming non-circular.

Code Reference: CBC 11B-505.6

Rec. Center



Photo:

Tag: AccesA62

Item: Signage

Finding: Dark door signs at dark doors.

Recommendation: At both restrooms, remove and replace with white door signs for visual contrast. Center signs at 60 inches AFF.

Code Reference: CBC 11B-703.7.2.6.1;CBC 11B-

Rec. Center



Photo:

Tag: AccesA63

Item: Signage

Finding: Tactile wall signs have been mounted onto doors

Recommendation: Move tactile wall signs to the wall at the latch side of the door, centered at 56 inches AFF.

Code Reference: CBC 11B-703.4

Rec. Center



Photo:

Tag: AccesA63.1

Item: Signage

Finding: The smaller restroom is not wheelchair accessible.

Recommendation: Provide an ISA directional sign at the non-accessible restroom door. Sign shall indicate the location of the accessible restroom to

Code Reference: CBC 11B-216.8

Rec. Center



Photo:

Tag: AccesA64

Item: Signage

Finding: The larger restroom is not marked as accessible.

Recommendation: Remove the ISA geometric door sign from the smaller restroom door and mount it at the door of the larger restroom.

Code Reference: CBC 11B-216.8

Rec. Center



Photo:

Tag: AccesA65

Item: Stall Door

Finding: Door is not self-closing.

Recommendation: Replace the self-closing hinges.

Code Reference: CBC 11B-604.8.1.2

Rec. Center



Photo:

Tag: AccesA66

Item: Stall Door Hardware

Finding: The door lock is not accessible and the required U-shaped door pull is not provided.

Recommendation: Replace barrel latch with a slide or flip-over latch. Provide a U-shaped door pull immediately beneath the latch.

Code Reference: CBC 11B-604.8.1.2

Rec. Center



Photo:

Tag: AccesA67

Item: Stall Door Coat Hook

Finding: Coat hook is not accessible at 67 inches AFF.

Recommendation: Add one additional coat hook at a height not greater than 48 inches AFF.

Code Reference: ADA 308

Rec. Center



Photo:

Tag: AccesA68

Item: Lavatory Insulation

Finding: Lavatory pipes, valves and drain are exposed.

Recommendation: Cover all exposed pipes, lines, valves and any sharp or abrasive elements beneath all lavatories.

Code Reference: CBC 11B-606.5

Rec. Center



Photo:

Tag: AccesA69

Item: Grab Bars

Finding: Grab bars are not compliant for location.

Recommendation: Reset grab bars to compliant location. Relocate the seat cover dispenser below the rear grab bar.

Code Reference: CBC 11B-604.5

Rec. Center



Photo:

Tag: AccesA70

Item: Light Switch

Finding: Switch is not compliant for height at 54 inches AFF.

Recommendation: Replace switch with a automatic sensor switch.

Code Reference: CBC 11B-308.1.1

Rec. Center



Photo:

Tag: AccesA71

Item: Duration

Finding: When the reopening device is activated, doors only remain open for 4 seconds.

Recommendation: Contact a certified elevator repair company and have the reopening device adjusted to provide a minimum reopen time of 20

Code Reference: CBC 11B-407.3.3.3

Rec. Center



Photo:

Tag: AccesA72

Item: Clear Floor Space

Finding: The required 30 inches minimum clear floor space is not provided at machines and equipment.

Recommendation: Provide clear floor space at exercise machines and equipment. One clear floor space is permitted to be shared between two

Code Reference: CBC 11B-1004.1

Rec. Center



Photo:

Tag: AccesA73

Item: Exit Signs

Finding: Exit doors missing tactile exit signs.

Recommendation: At the interior exit door leading to exit stairs, provide a tactile sign stating EXIT STAIR DOWN. At the Exterior door, provide a

Code Reference: CBC 1011.4&nbsp;ITEM #2.1;

Rec. Center



Photo:

Tag: AccesA74

Item: Exit Signs

Finding: Exit doors missing tactile exit signs.

Recommendation: At the interior exit door leading to exit stairs, provide a tactile sign stating EXIT STAIR DOWN. At the Exterior door, provide a

Code Reference: CBC 1011.4;ITEM #2.1;CBC

Rec. Center



Photo:

Tag: AccesA75

Item: Overhead Light Fixture

Finding: The overhead fixture creates an overhead obstruction at a clear height of 76 inches.

Recommendation: Relocate light fixture from its location over the stair.

Code Reference: CBC 11B-307.4

Rec. Center



Photo:

Tag: AccesA76

Item: Handrail Extensions

Finding: The handrail at the open sides of stairs do not have the required level extensions.

Recommendation: New handrails shall include level extensions.

Code Reference: CBC 11B-505.10.3

Rec. Center



Photo:

Tag: AccesA77

Item: Counter Height

Finding: Counter is not compliant for height at 36-1/2 inches.

Recommendation: At a minimum, lower one side of the counter to a height of 33 inches AFF, a minimum 36 inches long.

Code Reference: CBC 11B-902.3

Rec. Center



Photo:

Tag: AccesA78

Item: Sink Height

Finding: Sink is not accessible at 36-3/4 inches to the rim.

Recommendation: Lower sink to a height not to exceed 34 inches at the rim and provide knee space and piping insulation.

Code Reference: CBC 11B-606.3;CBC 11B-606.5

Rec. Center



Photo:

Tag: AccesA79

Item: Clear Floor Space

Finding: The required 30 inches minimum clear floor space is not provided at machines and equipment.

Recommendation: Provide clear floor space at exercise machines and equipment. One clear floor space is permitted to be shared between two

Code Reference: CBC 11B-1004.1

Rec. Center



Photo:

Tag: AccesA80

Item: Door Stops

Finding: Door stops at the push side of accessible doors interfere with the required smooth surface at the bottom of doors.

Recommendation: Remove all door stops. A door catch at the pull side is acceptable.

Code Reference: CBC 11B-404.2.10

Rec. Center



Photo:

Tag: AccesA81

Item: Strobe

Finding: Strobe lens at exit door is not compliant for height at 78-1/4 inches AFF to bottom of lens.

Recommendation: Raise strobe appliance to a minimum height of 80 inches AFF to bottom of lens.

Code Reference: CBC 907.5.2

Rec. Center



Photo:

Tag: AccesA82

Item: Strobe

Finding: Strobe lens at exit door is not compliant for height at 79-1/4 inches AFF to bottom of lens.

Recommendation: Raise strobe appliance to a minimum height of 80 inches AFF to bottom of lens.

Code Reference: CBC 907.5.2

Rec. Center



Photo:

Tag: AccesA83

Item: Room Identification

Finding: Identification signs are not provided at permanent rooms and spaces.

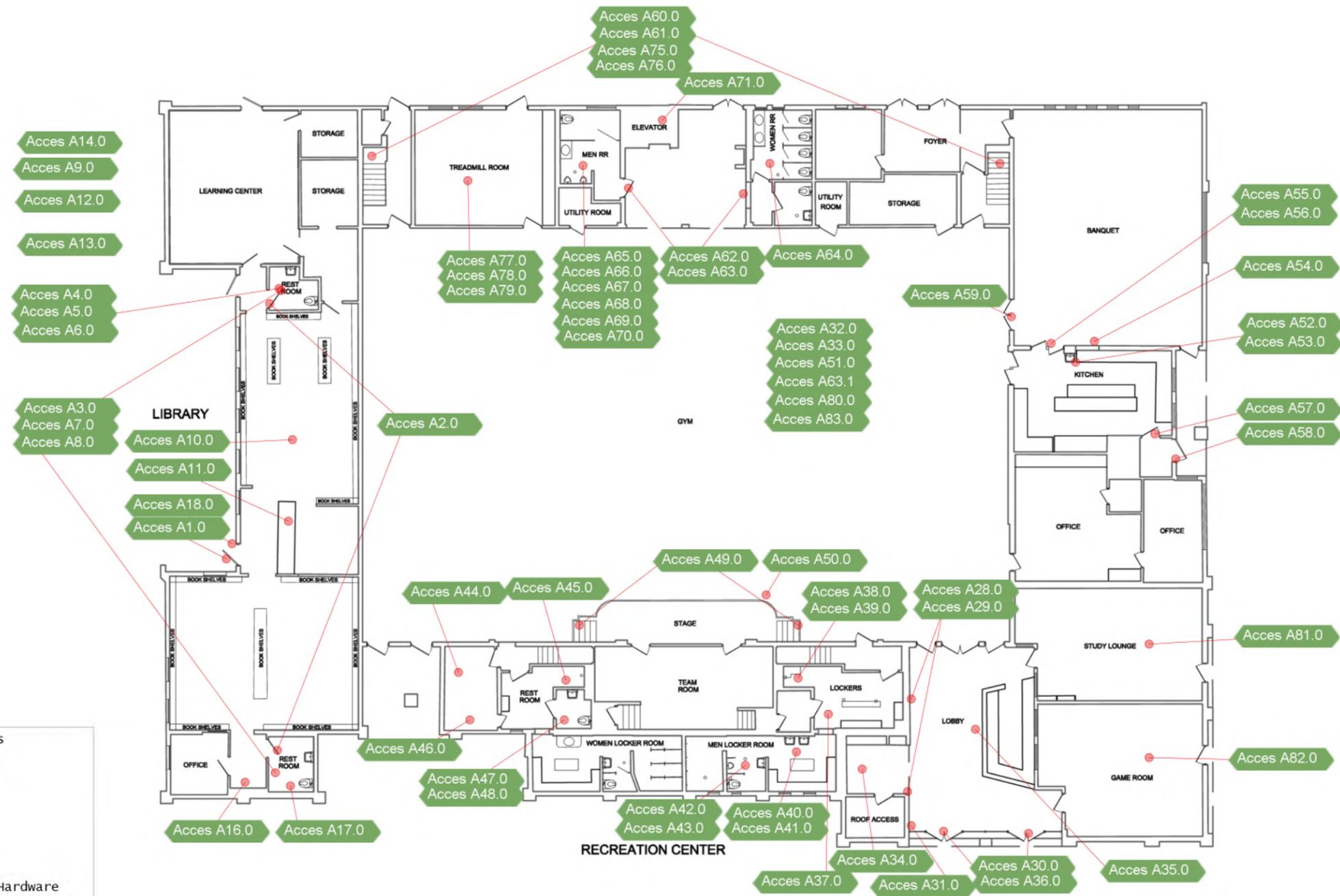
Recommendation: Provide tactile identification room signs at rooms which are not likely to change, such as the kitchen, assembly rooms, meeting

Code Reference: CBC 11B-216.2



# Assessment Report

**Project:** 0814.2108.01- City of Irwindale  
**Drawing:** 1- RC-L  
**Description:**  
**Phase:** Preliminary  
**Report Date:** 11-05-14



- A59 Double Doors
- A60 Guard
- A61 Handrails
- A62 Signage
- A63 Signage
- A63.1 Signage
- A64 Signage
- A65 Stall Door
- A66 Stall Door Hardware
- A67 Stall Door Coat Hook
- A68 Lavatory Insulation
- A69 Grab Bars
- A70 Light Switch
- A71 Duration
- A75 Overhead Light
- A76 Handrail Extensions
- A77 Counter Height
- A78 Sink Height
- A79 Clear Floor Space
- A80 Door Stops
- A81 Strobe
- A82 Strobe
- A83 Room Identification

## BARRIER FACILITY REPORT

### DAN DIAZ RECREATION CENTER AND LIBRARY - LOWER LEVEL

16053 CALLE DE PASEO

- A01 Door Stop
- A02 Door Signs
- A03 Insulation
- A04 Paper Towel
- A05 Wheelchair Space
- A06 Lavatory Height
- A07 Lavatory Mirror
- A08 Metering faucets
- A09 Door Hardware
- A10 Tactile exits signs
- A11 Assistive Listening Device signage
- A12 Assisted Listening
- A13 Room Identification
- A14 Exterior Door
- A16 Drinking Fountain
- A17 Baby changing Table
- A18 Entrance Door
- A28 Power-Assist Door Push Plates
- A29 Power-Assist Door Push Plates
- A30 Power-Assist Doors
- A31 Strobe
- A32 Door Closers
- A33 Tactile Exit signs
- A34 Wheelchair Knee Counter Height
- A35 Counter Height
- A36 Tactile Exit signs
- A37 Back support
- A38 Controls
- A39 Shower Sprayer
- A40 Insulation
- A41 Paper Towel
- A42 Rear Grab Bar
- A43 Stall Size
- A44 Clearance at Door
- A45 Controls
- A46 Bench
- A47 Lavatory Insulation
- A48 Stall size
- A49 Handrail Extensions
- A50 Vertical Access
- A51 Round Door Knobs
- A52 Pipe Insulation
- A53 Paper Towel
- A54 Pass-through Counter
- A55 Double Doors
- A56 Door Pulls
- A57 Distance at Doors
- A58 Smooth surface

**Barriers Summary List**

**Dan Diaz Recreation Center -Building 2nd Floor**

Tag #	Location	Priority	Proj Yr	Condition/Finding	Recommendation Report	Extended Costs	Code Reference
AccesA72	Weight Room	Priority 2	FY 16-18	The required 30 inches minimum clear floor space is not provided.at machines and equipment.	Provide clear floor space at exercise machines and equipment. One clear floor space is permitted to be shared between two pieces of exercise equipment.	\$625	CBC 11B-1004.1
AccesA73	Weight Room	Priority 2	FY 16-18	Exit doors missing tactile exit signs.	At the interior exit door leading to exit stairs, provide a tactile sign stating "EXIT STAIR DOWN". At the Exterior door, provide a tactile sign stating "EXIT ROUTE".	\$295	CBC 1011.4 ITEM #2.1 CBC 1011.4 ITEM #3
AccesA74	Meeting Room	Priority 2	FY 16-18	Exit doors missing tactile exit signs.	At the interior exit door leading to exit stairs, provide a tactile sign stating "EXIT STAIR DOWN". At the Exterior door, provide a tactile sign stating "EXIT ROUTE".	\$295	CBC 1011.4 ITEM #2.1 CBC 1011.4 ITEM #3

Rec. Center



Photo:

Tag: AccesA72

Item: Clear Floor Space

Finding: The required 30 inches minimum clear floor space is not provided at machines and equipment.

Recommendation: Provide clear floor space at exercise machines and equipment. One clear floor space is permitted to be shared between two

Code Reference: CBC 11B-1004.1

Rec. Center

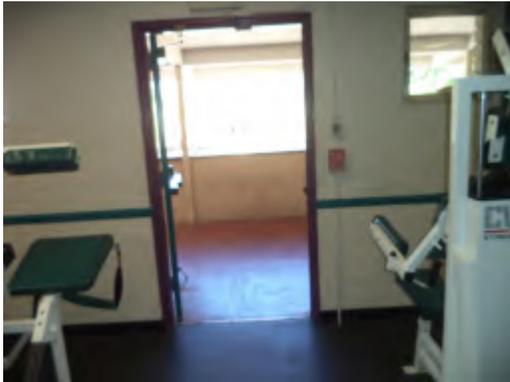


Photo:

Tag: AccesA73

Item: Exit Signs

Finding: Exit doors missing tactile exit signs.

Recommendation: At the interior exit door leading to exit stairs, provide a tactile sign stating EXIT STAIR DOWN. At the Exterior door, provide a

Code Reference: CBC 1011.4&nbsp;ITEM #2.1;

Rec. Center



Photo:

Tag: AccesA74

Item: Exit Signs

Finding: Exit doors missing tactile exit signs.

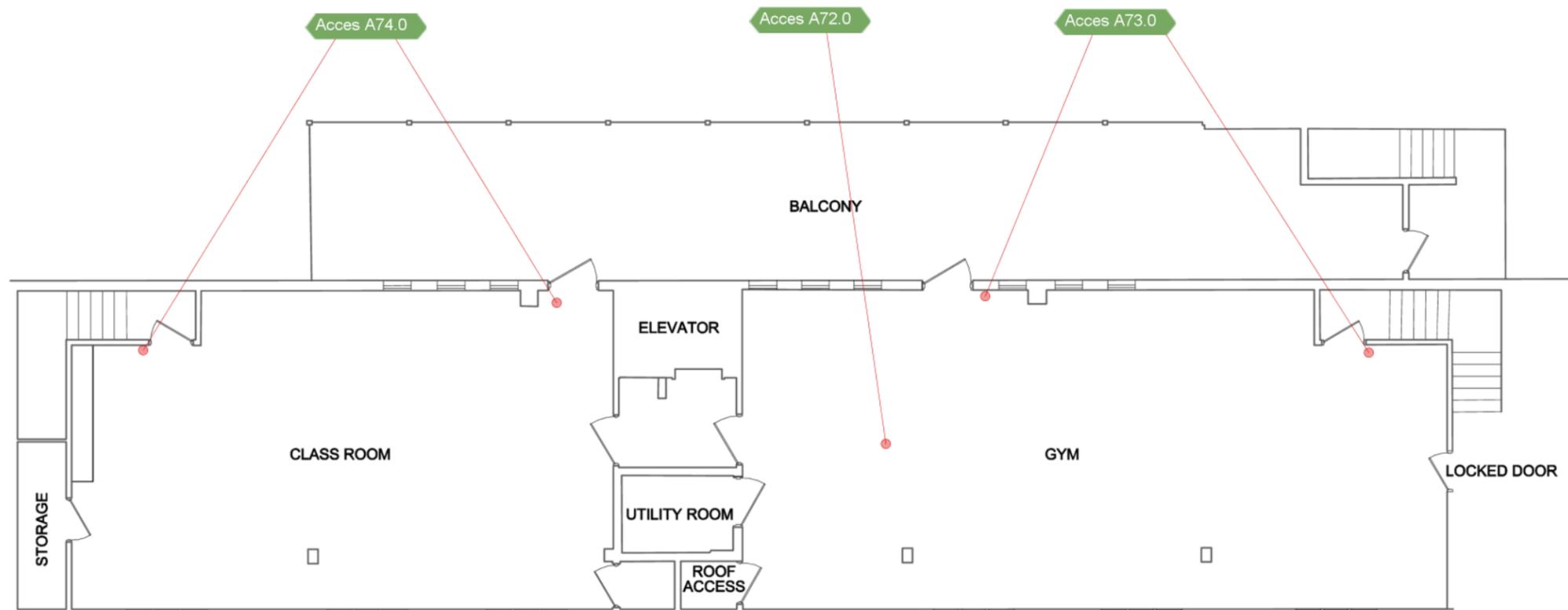
Recommendation: At the interior exit door leading to exit stairs, provide a tactile sign stating EXIT STAIR DOWN. At the Exterior door, provide a

Code Reference: CBC 1011.4;ITEM #2.1;CBC



# Assessment Report

**Project:** 0814.2108.01- City of Irwindale  
**Drawing:** 1- RC- 2  
**Description:**  
**Phase:** Preliminary  
**Report Date:** 11-05-14



- A72 Clear Floor Space
- A73 Exit signs
- A74 Exit signs

**BARRIER FACILITY REPORT**  
**DAN DIAZ RECREATION CENTER - UPPER LEVEL**  
 16053 CALLE DE PASEO



## Barriers Summary List

### Dan Diaz Recreation Center and Library - Exterior

Tag #	Location	Priority	Proj Yr	Condition/Finding	Recommendation	Extended Costs	Code Reference
AccesA01	Exterior - Front	Priority 1	FY 15-16	Handrails are not compliant for shape.	Replace handrails	46,780	CBC 11B-505.7 CBC 11B-505.8
AccesA02	Exterior - Front	Priority 1	FY 15-16	Visual warning stripes are missing or incomplete at front exterior stairs.	Provide compliant warning stripes at each stair tread and upper approach.	Included in 01	CBC 11B-504.4.1
AccesA03	Exterior - Front	Priority 1	FY 15-16	Visual warning stripes are not compliant and/or are missing.	Provide compliant contrasting warning stripes at each tread.	Included in 01	CBC 11B-504.4.1
AccesA04	Exterior - Front	Priority 1	FY 15-16	Extensions do not provide a level gripping surface for a minimum 12 inches before turning down.	New handrails to incorporate compliant extensions.	Included in 01	CBC 11B-505.10
AccesA05	Exterior - Front	Priority 1	FY 15-16	Handrails are not provided at both sides of stair.	Provide handrails at both sides.	Included in 01	CBC 11B-505.2
AccesA06	Exterior - East	Priority 1	FY 15-16	A vertical drop greater than 4 inches exists next to the East walkway.	Provide a curb or horizontal rail along the entire length of the open edge.	Included in 01	CBC 11B-303.5
AccesA07	Exterior - Front	Priority 1	FY 15-16	Ramp is not compliant, having directional and cross slopes of 10.1% and 3.4% respectively.	demolish and rebuild ramp using the least slope possible, not to exceed 8.33%. Cross slopes not to exceed 2.1%.	Included in 01	CBC 11B-405.2 CBC 11B-405.3
AccesA08	Exterior - Front	Priority 1	FY 15-16	The side arcs of the arch create an overhead obstruction, less than 80 inches AFF.	Provide a rail, potted plant or other architectural element to serve as a cane detectable warning below the low points of the arch.	625	CBC 11B-307.4
AccesA09	Exterior - Front	Priority 1	FY 15-16	Door landing is not level, having slopes to 3.5%.	Demolish and rebuild landing at doors at the same time new ramp is constructed.	0	CBC 11B-404.2.4.4
AccesA10	Library Loading Zone	Priority 2	FY 16-18	The passenger loading and unloading zone is not compliant. The required access aisle is not provided.	Provide access aisle street markings and a curb ramp for vertical access.	2,700	CBC 11B-209.2.1 CBC 11B-503.3
AccesA11	Library Loading Zone	Priority 2	FY 16-18	The required loading zone sign is not provided.	Remove the existing sign. Provide a blue reflectorized sign with white text stating PASSENGER LOADING ZONE ONLY and a white ISA.	190	CBC 11B-503.6

## Barriers Summary List

### Dan Diaz Recreation Center and Library - Exterior

Tag #	Location	Priority	Proj Yr	Condition/Finding	Recommendation	Extended Costs	Code Reference
AccesA12	Library Driveway	Priority 2	FY 16-18	Curb ramp is not compliant for width and has excessive cross slope.	Replace curb ramp.	22,130	CBC 11B-406.1
AccesA13	Library Driveway	Priority 2	FY 16-18	Sidewalk at the top of the East curb ramp is not compliant, having a cross slope greater than 5%.	Replace the sidewalk as needed to provide a compliant path of travel with max slopes of 2.1%.	3,380	CBC 11B-403.3
AccesA14	Library Driveway	Priority 2	FY 16-18	Curb ramp is not compliant for width and has excessive cross slope.	Replace curb ramp.	1,210	CBC 11B-406.1
AccesA15	Library Driveway	Priority 2	FY 16-18	Sidewalk at the top of the West curb ramp is not compliant, having a cross slope of 2.7%. Cross slope continues West towards Irwindale Blvd.	Replace the sidewalk as needed to provide a compliant path of travel with max slopes of 2.1%.	1,210	CBC 11B-403.3
AccesA16	Library Parking	Priority 1	FY 15-16	Walkway is not compliant, having cross slopes to 4.7%.	Replace the walkway as needed to provide a compliant path of travel with max slopes of 2.1%.	6,225	CBC 11B-403.3
AccesA17	Library Parking	Priority 1	FY 15-16	Wheel stops are not provided at parking stalls to prevent parked vehicles from overhanging the walkway	Provide wheel stops at all parking stalls adjacent to the accessible walkway to prevent encroachment of parked vehicles.	610	CBC 11B-502.7.2

Library Site



Photo:

Tag: AccesA10

Item: Loading Zone

Finding: The passenger loading and unloading zone is not compliant. The required access aisle is not provided.

Recommendation: Provide access aisle street markings and a curb ramp for vertical access.

Code Reference: CBC 11B-209.2.1;CBC 11B-503.3

Library Site



Photo:

Tag: AccesA11

Item: Signage

Finding: The required loading zone sign is not provided.

Recommendation: Remove the existing sign. Provide a blue reflectorized sign with white text stating PASSENGER LOADING ZONE ONLY.

Code Reference: CBC 11B-503.6

Library Site



Photo:

Tag: AccesA12

Item: East Curb Ramp

Finding: Curb ramp is not compliant for width and has excessive cross slope.

Recommendation: Replace curb ramp.

Code Reference: CBC 11B-406.1

Library Site



Photo:

Tag: AccesA13

Item: Sidewalk

Finding: Sidewalk at the top of the East curb ramp is not compliant, having a cross slope greater than 5%.

Recommendation: Replace the sidewalk as needed to provide a compliant path of travel with max slopes of 2.1%.

Code Reference: CBC 11B-403.3

Library Site



Photo:

Tag: AccesA14

Item: West Curb Ramp

Finding: Curb ramp is not compliant for width and has excessive cross slope.

Recommendation: Replace curb ramp.

Code Reference: CBC 11B-406.1

Library Site



Photo:

Tag: AccesA15

Item: Sidewalk

Finding: Sidewalk at the top of the West curb ramp is not compliant, having a cross slope of 2.7%. Cross slope continues West towards Irwindale Blvd.

Recommendation: Replace the sidewalk as needed to provide a compliant path of travel with max slopes of 2.1%.

Code Reference: CBC 11B-403.3

Library Site



Photo:

Tag: AccesA16

Item: Walkway

Finding: Walkway is not compliant, having cross slopes to 4.7%.

Recommendation: Replace the walkway as needed to provide a compliant path of travel with max slopes of 2.1%.

Code Reference: CBC 11B-403.3

Library Site



Photo:

Tag: AccesA17

Item: Wheel Stops

Finding: Wheel stops are not provided at parking stalls to prevent parked vehicles from overhanging the walkway.

Recommendation: Provide wheel stops at all parking stalls adjacent to the accessible walkway to prevent encroachment of parked vehicles.

Code Reference: CBC 11B-502.7.2

Rec. Center Site



Photo:

Tag: AccesA01

Item: Handrail Shape

Finding: Handrails are not compliant for shape.

Recommendation: Replace handrails

Code Reference: CBC 11B-505.7;CBC 11B-505.8

Rec. Center Site



Photo:

Tag: AccesA02

Item: Warning Stripes

Finding: Visual warning stripes are missing or incomplete at front exterior stairs.

Recommendation: Provide compliant warning stripes at each stair tread and upper approach.

Code Reference: CBC 11B-504.4.1

Rec. Center Site



Photo:

Tag: AccesA03

Item: Warning Stripes

Finding: Visual warning stripes are not compliant and/or are missing.

Recommendation: Provide compliant contrasting warning stripes at each tread.

Code Reference: CBC 11B-504.4.1

Rec. Center Site



Photo:

Tag: AccesA04

Item: Handrail Extensions

Finding: Extensions do not provide a level gripping surface for a minimum 12 inches before turning down.

Recommendation: New handrails to incorporate compliant extensions.

Code Reference: CBC 11B-505.10

Rec. Center Site



Photo:

Tag: AccesA05

Item: Handrail Missing

Finding: Handrails are not provided at both sides of stair.

Recommendation: Provide handrails at both sides.

Code Reference: CBC 11B-505.2

Rec. Center Site



Photo:

Tag: AccesA06

Item: Edge Protection

Finding: A vertical drop greater than 4 inches exists next to the East walkway.

Recommendation: Provide a curb or horizontal rail along the entire length of the open edge.

Code Reference: CBC 11B-303.5

Rec. Center Site

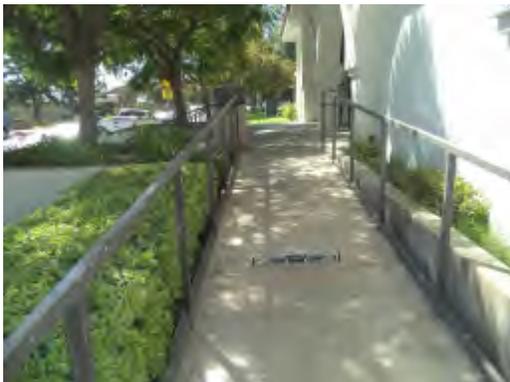


Photo:

Tag: AccesA07

Item: Ramp Slopes

Finding: Ramp is not compliant, having directional and cross slopes of 10.1% and 3.4% respectively.

Recommendation: demolish and rebuild ramp using the least slope possible, not to exceed 8.33%. Cross slopes not to exceed 2.1%.

Code Reference: CBC 11B-405.2;CBC 11B-405.3

Rec. Center Site



Photo:

Tag: AccesA08

Item: Overhead Obstruction

Finding: The side arcs of the arch create an overhead obstruction, less than 80 inches AFF.

Recommendation: Provide a rail, potted plant or other architectural element to serve as a cane detectable warning below the low points of the arch.

Code Reference: CBC 11B-307.4

Rec. Center Site



Photo:

Tag: AccesA09

Item: Exterior Door Landing

Finding: Door landing is not level, having slopes to 3.5%.

Recommendation: Demolish and rebuild landing at doors at the same time new ramp is constructed.

Code Reference: CBC 11B-404.2.4.4

Item:

Finding:

Recommendation:

Photo:

Tag:

Code Reference:



**Barriers Summary List**  
**Swimming Pool - Building**

Tag #	Location	Priority	Proj Yr	Condition/Finding	Recommendation	Extended Costs	Code Reference
Acces A1.0	Throughout Facility	Priority 2	FY 16-18	Each exit door and exits from an interior room or area to a corridor or hallway shall be identified by a tactile exit sign.	Create an exit sign package for the facility.	\$665	CBC 1011.4 CBC 11B-703.1
Acces A2.0	Throughout Facility	Priority 2	FY 16-18	Permanent room identification signs with Braille have not been provided.	Provide tactile identification wall signs for those rooms not likely to change over time.	\$1,180	CBC 11B-216.2 CBC 11B-703.1
Acces A3.0	Lobby	Priority 2	FY 16-18	The service counter is not compliant for height at 37 inches.	Lower counter to height between 33 inches and 34 inches AFF.	\$1,510	CBC 11B-227.3 CBC 11B-904.4
Acces A4.0	Both Locker Rooms	Priority 2	FY 16-18	The privacy panels at the interior side of the entry doors interfere with wheelchair maneuverability.	Reposition privacy panels to provide a minimum 60 inches x 60 inches clear floor space at the pull side of the doors and a clear path a minimum 36 inches in clear width throughout.	\$500	CBC 11B-404.2.4 CBC 11B-403.5.1
Acces A5.0	Both Locker Rooms	Priority 2	FY 16-18	An accessible bench, having a back support and a seat 20 inches-24 inches deep, is not provided.	At a minimum, modify one bench at each locker room to comply.	\$1,000	CBC 11B-903.2 CBC 11B-903.3
Acces A6.0	Both Locker Rooms	Priority 2	FY 16-18	Floors are not level at the area of floor drains, with slopes up to 5.7%.	Raise drains and surrounding surfaces to level the floor. Slopes to 2.1% are allowed.	\$1,625	CBC 11B-302.1
Acces A7.0	Both Locker Rooms	Priority 2	FY 16-18	The bag counter is not compliant for height at 37 inches.	Lower counter to height between 33 inches and 34 inches AFF..	\$3,250	CBC 11B-227.3 CBC 11B-904.4
Acces A8.0	Both Locker Rooms	Priority 2	FY 16-18	Privacy panels at bag counter interferes with wheelchair access.	Reposition privacy panel to provide compliant turning space at both ends.	\$500	CBC 11B-403.5.2 Figure 11B-403.5.2
Acces A9.0	Both Locker Rooms	Priority 2	FY 16-18	Accessible shower is not compliant for size, layout, position of grab bars or location of controls.	Reconfigure accessible shower to comply.	\$6,250	CBC 11B-608.2
Acces A10.0	Both Locker Rooms	Priority 2	FY 16-18	Dispensers are not compliant for height, greater than 50 inches AFF.	Lower one of each dispenser to a height not greater than 40 inches AFF.	\$675	CBC 11B-603.5

**Barriers Summary List**  
**Swimming Pool - Building**

Tag #	Location	Priority	Proj Yr	Condition/Finding	Recommendation	Extended Costs	Code Reference
Acces A11.0	Both Locker Rooms	Priority 2	FY 16-18	Insulation is incomplete beneath the lavatories.	Cover all exposed pipes, lines, valves and any sharp or abrasive elements.	\$200	CBC 11B-606.5
Acces A12.0	Boys Locker Rooms	Priority 2	FY 16-18	Urinal is not compliant for height or rim projection.	Replace urinal. Urinal rim shall project a minimum 13-1/2" from the wall. Set height to 17 inches maximum at the rim.	\$1,070	CBC 11B-605.2
Acces A13.0	Boys Locker Rooms	Priority 2	FY 16-18	WC is not compliant for location centered at 19-1/4 inches from the side wall.	Relocate the waste line as needed to center the WC at 17 inches- 18 inches from the side wall.	\$2,050	CBC 11B-604.2
Acces A14.0	Boys Locker Rooms	Priority 2	FY 16-18	Rear grab bar is not compliant for location.	Re-set rear grab bar.	\$375	CBC 11B-604.5
Acces A15.0	Both Locker Rooms	Priority 2	FY 16-18	WC seats are not compliant for height at 19-1/4 inches.	Replace seats. Seat height shall be 17 inches-19 inches AFF.	Included in Acces A14.0	CBC 11B-604.4
Acces A16.0	Both Locker Rooms	Priority 2	FY 16-18	Accessible stalls are not compliant for width. Stall doors are not opposite the WC.	Reconfigure partition panels to comply.	\$2,150	CBC 11B-603.2 CBC 11B-604.8.1.2
Acces A17.0	Both Locker Rooms	Priority 2	FY 16-18	Doors are not self-closing.	Replace door hinges	\$190	CBC 11B-604.8.1.2
Acces A18.0	Both Locker Rooms	Priority 2	FY 16-18	Stalls are not compliant for width. 59 inches Boy's and 57-1/4 inches Girl's.	Reconfigure partition panels as needed to provide a minimum interior width of 60 inches.	Includes in Acces A16.0	CBC 11B-603.2
Acces A19.0	Both Locker Rooms	Priority 2	FY 16-18	Metering faucets do not remain on for 10 seconds minimum.	Adjust or replace faucets.	\$200	CBC 11B-606.4
Acces A20.0	Girl's Locker Room	Priority 2	FY 16-18	Hand-held shower spray hose is 58 inches long.	Replace hose to provide a minimum hose length of 59 inches	\$45	CBC 11B-607.6

Pool



Photo:

Tag: AccesA01

Item: Tactile exits signs

Finding: Each exit door and exits from an interior room or area to a corridor or hallway shall be identified by a tactile exit sign.

Recommendation: Create an exit sign package for the facility.

Code Reference: CBC 1011.4;CBC 11B-703.1

Pool



Photo:

Tag: AccesA02

Item: Room identification signs

Finding: Permanent room identification signs with Braille have not been provided.

Recommendation: Provide tactile identification wall signs for those rooms not likely to change over time.

Code Reference: CBC 11B-216.2;CBC 11B-703.1

Pool



Photo:

Tag: AccesA03

Item: Counter Height

Finding: The service counter is not compliant for height at 37 inches.

Recommendation: Lower counter to height between 33 inches and 34 inches AFF.

Code Reference: CBC 11B-227.3;CBC 11B-904.4

Pool



Photo:

Tag: AccesA04

Item: Privacy Panels

Finding: The privacy panels at the interior side of the entry doors interfere with wheelchair maneuverability.

Recommendation: Reposition privacy panels to provide 60 inches x 60 inches clear floor space and minimum 36 inches in clear width throughout.

Code Reference: CBC 11B-404.2.4;CBC 11B-

Pool



Photo:

Tag: AccesA05

Item: Benches

Finding: An accessible bench, having a back support and a seat 20 inches-24 inches deep, is not provided.

Recommendation: At a minimum, modify one bench at each locker room to comply.

Code Reference: CBC 11B-903.2;CBC 11B-903.3

Pool



Photo:

Tag: AccesA06

Item: Floor Drains

Finding: Floors are not level at the area of floor drains, with slopes up to 5.7%.

Recommendation: Raise drains and surrounding surfaces to level the floor. Slopes to 2.1% are allowed.

Code Reference: CBC 11B-302.1

Pool



Photo:

Tag: AccesA07

Item: Counter Height

Finding: The bag counter is not compliant for height at 37 inches.

Recommendation: Lower counter to height between 33 inches and 34 inches AFF..

Code Reference: CBC 11B-227.3;CBC 11B-904.4

Pool



Photo:

Tag: AccesA08

Item: Privacy Panels

Finding: Privacy panels at bag counter interferes with wheelchair access.

Recommendation: Reposition privacy panel to provide compliant turning space at both ends.

Code Reference: CBC 11B-403.5.2;Figure 11B-

Pool

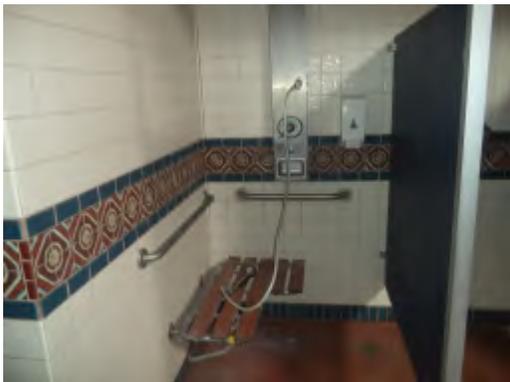


Photo:

Tag: AccesA09

Item: Accessible Shower

Finding: Accessible shower is not compliant for size, layout, position of grab bars or location of controls.

Recommendation: Reconfigure accessible shower to comply.

Code Reference: CBC 11B-608.2

Pool



Photo:

Tag: AccesA10

Item: Soap and Paper Towel Dispensers

Finding: Dispensers are not compliant for height, greater than 50 inches AFF.

Recommendation: Lower one of each dispenser to a height not greater than 40 inches AFF.

Code Reference: CBC 11B-603.5

Pool



Photo:

Tag: AccesA11

Item: Pipe Insulation

Finding: Insulation is incomplete beneath the lavatories.

Recommendation: Cover all exposed pipes, lines, valves and any sharp or abrasive elements.

Code Reference: CBC 11B-606.5

Pool



Photo:

Tag: AccesA12

Item: Accessible Urinal

Finding: Urinal is not compliant for height or rim projection.

Recommendation: Replace urinal. Urinal rim shall project a minimum 13-1/2: from the wall. Set height to 17 inches maximum at the rim.

Code Reference: CBC 11B-605.2

Pool



Photo:

Tag: AccesA13

Item: WC location

Finding: WC is not compliant for location centered at 19-1/4 inches from the side wall.

Recommendation: Relocate the waste line as needed to center the WC at 17 inches- 18 inches from the side wall.

Code Reference: CBC 11B-604.2

Pool



Photo:

Tag: AccesA14

Item: Rear Grab Bar

Finding: Rear grab bar is not compliant for location.

Recommendation: Re-set rear grab bar.

Code Reference: CBC 11B-604.5

Pool



Photo:

Tag: AccesA15

Item: Seat Height

Finding: WC seats are not compliant for height at 19-1/4 inches.

Recommendation: Replace seats. Seat height shall be 17 inches-19 inches AFF.

Code Reference: CBC 11B-604.4

Pool

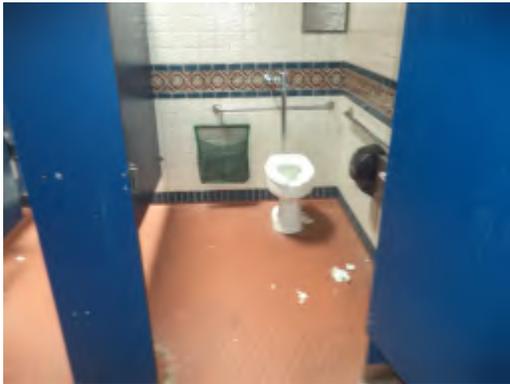


Photo:

Tag: AccesA16

Item: Stall Partitions

Finding: Accessible stalls are not compliant for width. Stall doors are not opposite the WC.

Recommendation: Reconfigure partition panels to comply.

Code Reference: CBC 11B-603.2;CBC 11B-

Pool



Photo:

Tag: AccesA17

Item: Stall Doors

Finding: Doors are not self-closing.

Recommendation: Replace door hinges

Code Reference: CBC 11B-604.8.1.2

Pool

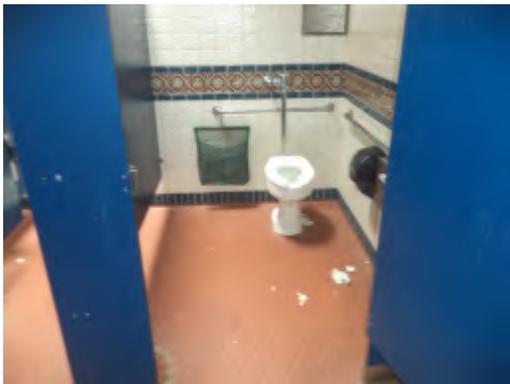


Photo:

Tag: AccesA18

Item: Stall Width

Finding: Stalls are not compliant for width. 59 inches Boys and 57 - 1/4 inches Girls.

Recommendation: Reconfigure partition panels as needed to provide a minimum interior width of 60 inches.

Code Reference: CBC 11B-603.2

Pool



Photo:

Tag: AccesA19

Item: Hand-operated metering faucets.

Finding: Metering faucets do not remain on for 10 seconds minimum.

Recommendation: Adjust or replace faucets.

Code Reference: CBC 11B-606.4

Pool



Photo:

Tag: AccesA20

Item: Hose

Finding: Hand-held shower spray hose is 58 inches long.

Recommendation: Replace hose to provide a minimum hose length of 59 inches

Code Reference: CBC 11B-607.6

Item:

Finding:

Recommendation:

Photo:

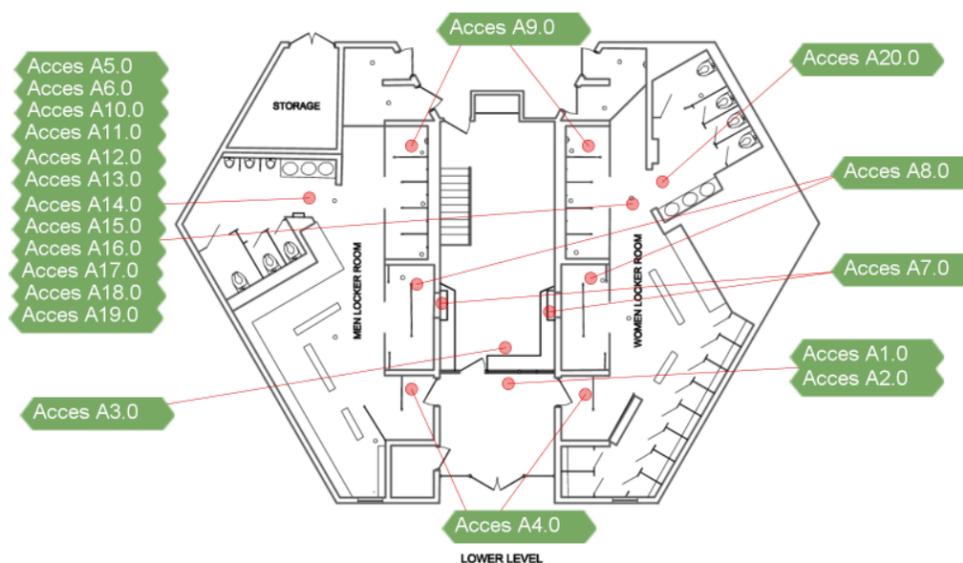
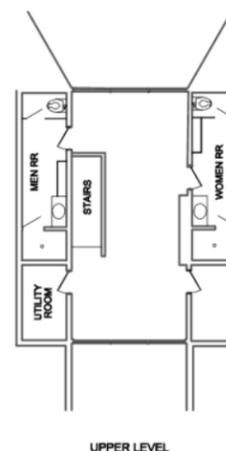
Tag:

Code Reference:



# Assessment Report

**Project:** 0814.2108.01- City of Irwindale  
**Drawing:** 1- Pool  
**Description:**  
**Phase:** Preliminary  
**Report Date:** 11-05-14



- A01 Tactile exits signs
- A02 Room identification
- A03 Counter Height
- A04 Privacy Panels
- A05 Benches
- A06 Floor Drains
- A07 Counter Height
- A08 Privacy Panels
- A09 Accessible Shower
- A10 Soap and Paper Towel
- A11 Pipe Insulation
- A12 Accessible Urinal
- A13 WC location
- A14 Rear Grab Bar
- A15 Seat Height
- A16 Stall Partitions
- A17 Stall Doors
- A18 Stall width
- A19 Hand-operated metering faucets.
- A20 Hose

**BARRIER FACILITY REPORT**  
**SWIMMING POOL**  
 16053 CALLE DE PASEO



**Barriers Summary List**  
**Swimming Pool - Exterior**

Tag #	Location	Priority	Proj Yr	Condition/Finding	Recommendation	Extended Costs	Code Reference
Acces A21.0	Exterior	Priority 2	FY 16-18	Geometric door sign color fails to provide visual contrast with door color.	Replace geometric door signs with light-color signs.	\$150	CBC 11B-703.7.2.6
Acces A22.0	Exterior	Priority 2	FY 16-18	Door signs are placed on all directional doors.	Remove geometric door signs from exit doors	\$75	CBC 11B-703.7.2.6
Acces A23.0	Exterior	Priority 2	FY 16-18	Locker Room doors are not identified with the required tactile wall sign.	Provide a tactile wall sign with Braille below raised text. Mount sign at each locker room entrance door.	\$150	CBC 1011.4 CBC 11B-703.1
Acces A24.0	Exterior	Priority 3	FY 18-20	DF protrudes into circulation path without pedestrian barriers.	Provide wing rails at both sides of DF.	\$625	CBC 11B-602.9
Acces A25.0	Exterior	Priority 3	FY 18-20	A fixed and permanent pool lift is not provided.	Provide a permanent pool lift, fixed to the pool deck.	\$4,380	CBC 11B-1009.2
Acces A26.0	Bleacher Area	Priority 2	FY 16-18	Tables are not accessible due to pedestal base and fixed seats.	Modify one table or provide compliant table with wheelchair knee space.	\$625	CBC 11B-226.1 CBC 11B-306.3.3 Exception #2
Acces A27.0	Bleacher Area	Priority 1	FY 15-16	The gate to bleachers is missing the required 10 inches high smooth surface at the bottom of gate, at the push side.	Provide a smooth plate at the push side, 10 inches high.	\$165	CBC 11B-404.2.10
Acces A28.0	Bleacher Area	Priority 1	FY 15-16	The existing latch is not accessible.	Provide a lever handle.	\$190	CBC 11B-404.2.7
Acces A30.0	Bleacher Area	Priority 1	FY 15-16	The required minimum 60 inches x60 inches wheelchair maneuvering space is not provided at the ramp side of the gate.	Re-configure the gate fence and create a larger alcove.	\$2,750	CBC 11B-404.2.4
Acces A31.0	Bleacher Area	Priority 2	FY 16-18	The ramp handrails are not compliant for shape.	Replace handrails.	\$7,200	CBC 11B-505.6 CBC 11B-505.7
Acces A32.0	Bleacher Area	Priority 2	FY 16-18	The adjoining surfaces of the wall at handrail is not smooth.	Provide a smooth metal plate next to handrail at the stucco wall.	\$1,875	CBC 11B-505.8
Acces A33.0	Bleacher Area	Priority 2	FY 16-18	Proper handrail extensions are not provided.	Modify handrails to include level extensions at ramp landings and stairs.	\$995	CBC 11B-505.10.1 CBC 11B-505.10.2 CBC 11B-505.10.3
Acces A34.0	Bleacher Area	Priority 2	FY 16-18	The required visual warning stripes are not provided	Provide a contrast color stripe at the edge of each tread.	\$1,000	CBC 11B-504.4.1

**Barriers Summary List**  
**Swimming Pool - Exterior**

Tag #	Location	Priority	Proj Yr	Condition/Finding	Recommendation	Extended Costs	Code Reference
Acces A35.0	Bleacher Area	Priority 2	FY 16-18	Wheelchair seating is not provided at the bleachers.	Modify bleacher seating at the first row to provide two wheelchair seating areas.	\$25,260	CBC 11B-802.1.2 CBC 11B-802.1.4
Acces A36.0	Swimming Pool	Priority 2	FY 16-18	Two methods of accessible access are not provided to the swimming pool.	Provide a second method of access.	\$3,565	CBC 11B-242.2
Acces A36.1	Swimming Pool	Priority 2	FY 16-18	Two methods of accessible access are not provided to the swimming pool.	Provide a second method of access. Optional. *Cost not included in total	\$19,435	CBC 11B-242.2

Swimming Pool



Photo:

Tag: AccesA21

Item: Geometric door signs

Finding: Geometric door sign color fails to provide visual contrast with door color.

Recommendation: Replace geometric door signs with light-color signs.

Code Reference: CBC 11B-703.7.2.6

Swimming Pool



Photo:

Tag: AccesA22

Item: Geometric door signs

Finding: Door signs are placed on all directional doors.

Recommendation: Remove geometric door signs from exit doors

Code Reference: CBC 11B-703.7.2.6

Swimming Pool



Photo:

Tag: AccesA23

Item: Tactile Wall Signs

Finding: Locker Room doors are not identified with the required tactile wall sign.

Recommendation: Provide a tactile wall sign with Braille below raised text. Mount sign at each locker room entrance door.

Code Reference: CBC 1011.4;CBC 11B-703.1

Swimming Pool



Photo:

Tag: AccesA24

Item: Drinking fountain

Finding: DF protrudes into circulation path without pedestrian barriers.

Recommendation: Provide wing rails at both sides of DF.

Code Reference: CBC 11B-602.9

Swimming Pool



Photo:

Tag: AccesA25

Item: Pool Lift

Finding: A fixed and permanent pool lift is not provided.

Recommendation: Provide a permanent pool lift, fixed to the pool deck.

Code Reference: CBC 11B-1009.2

Swimming Pool



Photo:

Tag: AccesA26

Item: Knee Space

Finding: Tables are not accessible due to pedestal base and fixed seats.

Recommendation: Modify one table or provide compliant table with wheelchair knee space.

Code Reference: CBC 11B-226.1;CBC 11B-306.3.3

Swimming Pool



Photo:

Tag: AccesA27

Item: Smooth Surface

Finding: The gate to bleachers is missing the required 10 inches high smooth surface at the bottom of gate, at the push side.

Recommendation: Provide a smooth plate at the push side, 10 inches high.

Code Reference: CBC 11B-404.2.10

Swimming Pool



Photo:

Tag: AccesA28

Item: Latch Hardware

Finding: The existing latch is not accessible.

Recommendation: Provide a lever handle.

Code Reference: CBC 11B-404.2.7

Swimming Pool



Photo:

Tag: AccesA30

Item: Maneuvering Space

Finding: The required minimum 60 inches x60 inches wheelchair maneuvering space is not provided at the ramp side of the gate.

Recommendation: Re-configure the gate fence and create a larger alcove.

Code Reference: CBC 11B-404.2.4

Swimming Pool



Photo:

Tag: AccesA31

Item: Gripping Surface

Finding: The ramp handrails are not compliant for shape.

Recommendation: Replace handrails.

Code Reference: CBC 11B-505.6;CBC 11B-505.7

Swimming Pool



Photo:

Tag: AccesA32

Item: Adjoining Surfaces

Finding: The adjoining surfaces of the wall at handrail is not smooth.

Recommendation: Provide a smooth metal plate next to handrail at the stucco wall.

Code Reference: CBC 11B-505.8

Swimming Pool

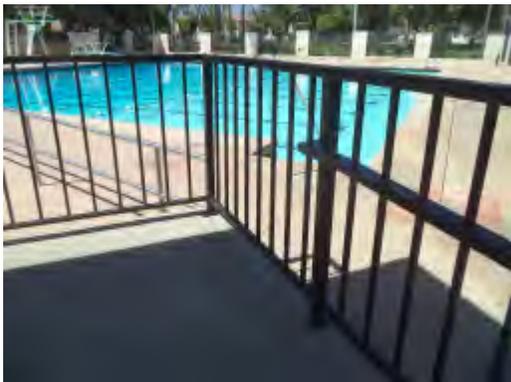


Photo:

Tag: AccesA33

Item: Handrail Extensions

Finding: Proper handrail extensions are not provided.

Recommendation: Modify handrails to include level extensions at ramp landings and stairs.

Code Reference: CBC 11B-505.10.1;CBC 11B-

Swimming Pool



Photo:

Tag: AccesA34

Item: Warning Stripes

Finding: The required visual warning stripes are not provided

Recommendation: Provide a contrast color stripe at the edge of each tread.

Code Reference: CBC 11B-504.4.1

Swimming Pool



Photo:

Tag: AccesA35

Item: Wheelchair Seating

Finding: Wheelchair seating is not provided at the bleachers.

Recommendation: Modify bleacher seating at the first row to provide two wheelchair seating areas.

Code Reference: CBC 11B-802.1.2; CBC 11B-

Swimming Pool



Photo:

Tag: AccesA36

Item: Pool Access

Finding: Two methods of accessible access are not provided to the swimming pool.

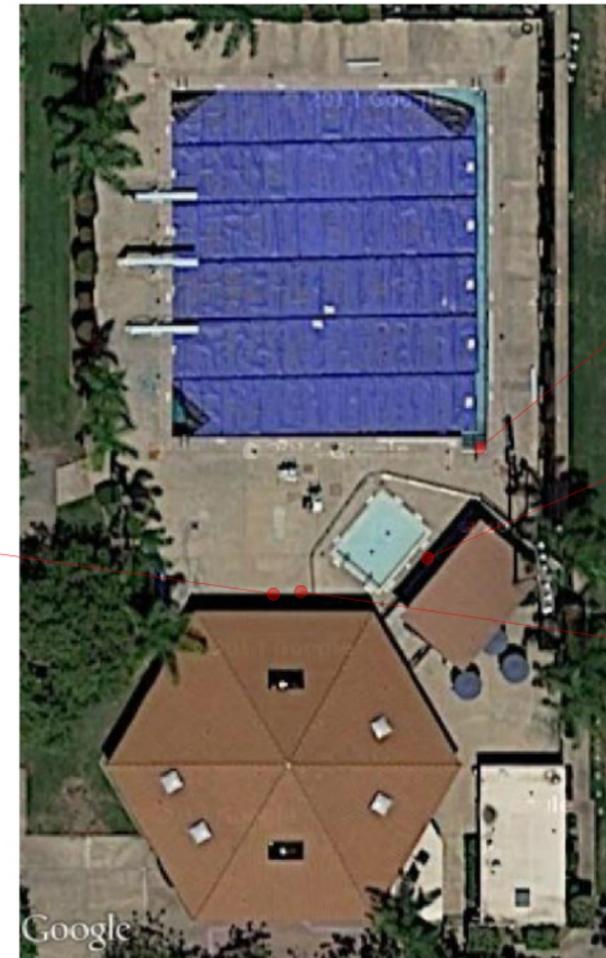
Recommendation: Provide a second method of access.

Code Reference: CBC 11B-242.2



# Assessment Report

**Project:** 0814.2108.01- City of Irwindale  
**Drawing:** 1- Pool-Site  
**Description:**  
**Phase:** Preliminary  
**Report Date:** 11-05-14



Acces A21.0  
 Acces A22.0  
 Acces A23.0

Acces A25.0  
 Acces A36.0

Acces A26.0  
 Acces A27.0  
 Acces A28.0  
 Acces A30.0  
 Acces A31.0  
 Acces A32.0  
 Acces A33.0  
 Acces A34.0  
 Acces A35.0

Acces A24.0

- A21 Geometric door signs
- A22 Geometric door signs
- A23 Tactile wall signs
- A24 Drinking fountain
- A25 Pool Lift
- A26 Knee Space
- A27 Smooth Surface
- A28 Latch Hardware
- A30 Maneuvering Space
- A31 Gripping Surface
- A32 Adjoining Surfaces
- A33 Handrail Extensions
- A34 warning stripes
- A35 wheelchair Seating
- A36 Pool Access



**BARRIER FACILITY REPORT**  
**SWIMMING POOL**  
 5050 NORTH IRWINDALE AVE.



ePA2.0011 Project:08142108.01- City of Irwindale - 08142108.01- Pool-Site - 11-05-14 - 8:00am

Prepared with epa2.epiansoft.com

**Barriers Summary List  
Annex - Building**

Tag #	Location	Priority	Proj Yr	Condition/Finding Report Text	Recommendation Report Text	Extended Costs	Code Reference
AccesA01	Lobby	Priority 2	FY 16-18	Service counter is not accessible with a height of 44-1/2 inches	Lower counter to a height not to exceed 34 inches AFF	\$1,510	CBC 11B-902.3
AccesA02	Lobby	Priority 1	FY 15-16	Door stops located at the push side of doors interfere with the required smooth surface at the bottom 10 inches of doors.	Remove all door stops at the push side of all facility doors to provide a smooth surface. A door catch at the pull side is acceptable.	\$110	CBC 11B-404.2.10
AccesA02.1	Throughout Facility	Priority 1	FY 15-16	Door stops located at the push side of doors interfere with the required smooth surface at the bottom 10 inches of doors.	Remove all door stops at the push side of all facility doors to provide a smooth surface. A door catch at the pull side is acceptable.	\$110	CBC 11B-404.2.10
AccesA03	Lobby	Priority 2	FY 16-18	Tactile exit sign is not provided at exterior exit door.	Provide a tactile exit sign at the inactive door leaf.	\$75	CBC 1011.4
AccesA03.1	Throughout Facility	Priority 2	FY 16-18	Tactile exit signs are not provided at exterior and interior exit doors .	Provide a tactile exit sign at each exit door or door leading to and exit, exit route, exit hallway or horizontal exit.	\$75	CBC 1011.4
AccesA04	Conference Rm.	Priority 2	FY 16-18	Service counter is not accessible with a height of 36 inches	Lower counter to a height not to exceed 34 inches AFF.	\$4,510	CBC 11B-902.3
AccesA05	Community Rm.	Priority 2	FY 16-18	Assisted listening devices are required in assembly areas.	Provide an Assistive listening system with compliant receivers.	\$6,750	CBC 11B-219.1 thru 219.5
AccesA05.1	Conference Rm.	Priority 2	FY 16-18	Assisted listening devices are required in conference rooms.	Provide an Assistive listening system with compliant receivers.	\$6,750	CBC 11B-219.1 thru 219.5
AccesA06	Lobby	Priority 1	FY 15-16	Doors with closers require adjustment. Doors close too fast.	Adjust all door closers to provide a maximum of 5 lbf operational effort and so that from an open position of 90 degrees, the time required to move the door to a position of 12 degrees from the latch is 5 seconds minimum.	\$615	CBC 11B-404.2.9 CBC 11B-404.2.8.1

**Barriers Summary List  
Annex - Building**

Tag #	Location	Priority	Proj Yr	Condition/Finding Report Text	Recommendation Report Text	Extended Costs	Code Reference
AccesA06.1	Throughout Facility	Priority 1	FY 15-16	Doors with closers require adjustment. Doors close too fast.	Adjust all door closers to provide a maximum of 5 lbf operational effort and so that from an open position of 90 degrees, the time required to move the door to a position of 12 degrees from the latch is 5 seconds minimum.	Included in AccesA06.0	CBC 11B-404.2.9 CBC 11B-404.2.8.1
AccesA08	Kitchen	Priority 3	FY 18-20	The required geometric Unisex door sign is not provided.	Provide a Unisex geometric door sign having white triangle with a vertex pointing up, over a dark blue circle.	\$75	CBC 11B-703.7.2.6.3
AccesA09	Kitchen	Priority 3	FY 18-20	The required tactile wall sign is not provided at the door.	Provide a tactile sign having Braille below raised text to the wall at the latch side.	\$75	CBC 11B-703.2 CBC 11B-703.3
AccesA10	Kitchen	Priority 2	FY 16-18	Restroom is not accessible. Directional signage is not provided indicating the location of the nearest accessible restroom.	Provide a directional sign indicating the location of the nearest accessible restroom.	\$190	CBC 11B-216.8 CBC 11B-703.5
AccesA11	Community Rm.	Priority 2	FY 16-18	The collapsible tables, when in use, do not provide wheelchair knee space.	Modify or replace tables as needed. 5%, but no less than one table shall provide knee space a minimum 27 inches AFF.	\$1,250	CBC 11B-902.2
AccesA12	Community Rm.	Priority 2	FY 16-18	A handrail is not provided at the stage steps.	At both sides of the stage, provide a single handrail at the wall.	\$350	CBC 11B-505.2

**Barriers Summary List  
Annex - Building**

Tag #	Location	Priority	Proj Yr	Condition/Finding Report Text	Recommendation Report Text	Extended Costs	Code Reference
AccesA13	Community Rm.	Priority 2	FY 16-18	Stage steps are missing the required visual warning stripes at the stair treads.	The upper approach and the lower tread of each stair shall be marked by a stripe of clearly contrasting color, 2 inches to 4 inches wide, placed parallel to and not more than 1 inch from the nose of the step or landing to alert the visually impaired.	\$120	CBC 11B-504.4.1
AccesA14	Community Rm.	Priority 2	FY 16-18	Fire extinguisher at the stage wall protrudes greater than 4 inches from the wall.	Provide a semi-recessed fire extinguisher cabinet.	\$440	CBC 11B-307.2
AccesA15	Lobby	Priority 1	FY 15-16	Single doors flanking the automatic doors have keyed latches.	Provide lever handle or panic bar hardware at both doors.	\$875	CBC 11B-404.2.7
AccesA16	Throughout Facility	Priority 2	FY 16-18	Identification signs are not provided at permanent rooms and spaces.	Provide tactile room identification signs at rooms which are not likely to change, such as the kitchen, assembly rooms, meeting rooms and restrooms.	\$75	CBC 11B-216.2
AccesA17	Community Rm.	Priority 2	FY 16-18	Ramp to stage is not compliant, having a slope greater than 9.0%.	Review modification possibilities to lengthen the ramp and reduce the slope to less than 8.33%.	\$5,625	CBC 11B-405.2
AccesA18	Community Rm.	Priority 2	FY 16-18	A handrail is not provided at the stage ramp.	Provide handrails at both sides of ramp.	\$2,000	CBC 11B-505.2
AccesA19	Community Rm.	Priority 2	FY 16-18	Storage of the custodial cart interferes with accessibility at the ramp.	Create a policy where staff maintains the stage ramp are clear and free of obstructions.	\$0	CBC 11B-108
AccesA20	Lobby	Priority 3	FY 18-20	The single DF is not compliant. No fewer than two drinking fountains shall be provided. Proper knee space is not provided between the alcove walls.	Remove and replace the existing DF with a combination Hi/Lo DF to provide access to persons both standing and in a wheelchair. Provide compliant alcove.	\$2,750	CBC 11B-211.2

**Barriers Summary List  
Annex - Building**

Tag #	Location	Priority	Proj Yr	Condition/Finding Report Text	Recommendation Report Text	Extended Costs	Code Reference
AccesA21	Lobby	Priority 1	FY 15-16	The South door is not operational and has been blocked from access.	Complete repairs and bring door back into use.	\$1,600	CBC 11B-108
AccesA22	Throughout Facility	Priority 1	FY 15-16	Various doors throughout have lever handles which do not have a turned end.	Replace lever handles. The end of levers shall return to within 1/2 inches of the door surface.	\$190	CBC 11B-404.2.7
AccesA23	Lobby	Priority 2	FY 16-18	Geometric door signs are not provided. Tactile wall signs are mounted on the doors.	Provide light color geometric door signs to contrast with the dark doors. Move the tactile signs with Braille to the wall at the latch side.	\$90	CBC 11B-703.7.2.6 CBC 11B-703.4
AccesA24	Lobby	Priority 2	FY 16-18	The lavatory counter apron height is not compliant at 28 inches AFF.	Raise both lavatories to increase knee space. Raise counter to a max height of 34 inches at the lavatory rim.	\$6,065	CBC 11B-306.3.1
AccesA25	Lobby	Priority 2	FY 16-18	Various lavatories have round faucet handles.	Replace all round faucet handles with lever handles.	\$350	ADA 309
AccesA26	Lobby	Priority 2	FY 16-18	Dispensers at both restrooms are not compliant for height at 41inches AFF.	Lower dispensers to a height not greater than 40 inches AFF to the highest operable part.	\$540	CBC 11B-603.5
AccesA27	Lobby	Priority 2	FY 16-18	Clear openings at accessible stall doors found to be 33 inches	Modify partition panels to provide 34 inches minimum clear space at doors.	\$1,300	11B-604.8.1.2 Exception
AccesA28	Lobby	Priority 2	FY 16-18	Accessible stalls are not compliant for interior size, at less than 60 inches wide.	Modify partition panels as needed to provide a minimum width of 60 inches.	\$500	CBC 11B-603.2
AccesA30	Lobby	Priority 2	FY 16-18	Stall doors are not self-closing.	Replace the self-closing hinges.	\$95	CBC 11B-604.8.1.2
AccesA31	Lobby	Priority 2	FY 16-18	U-shaped pull handles are not provided at the interior side of the stall doors.	Provide U-Pull handles at the interior side of doors, below the latch.	\$65	CBC 11B-604.8.1.2
AccesA32	Lobby	Priority 2	FY 16-18	Both grab bars at the accessible stalls are not compliant for location.	Re-set grab bars.	\$375	CBC 11B-604.5

**Barriers Summary List  
Annex - Building**

Tag #	Location	Priority	Proj Yr	Condition/Finding Report Text	Recommendation Report Text	Extended Costs	Code Reference
AccesA33	Lobby	Priority 2	FY 16-18	Insulation is incomplete beneath the lavatories.	Cover all exposed pipes, lines, valves and any sharp or abrasive elements.	\$25	CBC 11B-606.5
AccesA34	Lobby	Priority 2	FY 16-18	Toilet paper dispensers are not compliant for location.	Reposition dispensers 7 inches- 9 inches in front of the WC.	\$35	CBC 11B-604.7
AccesA35	Lobby	Priority 2	FY 16-18	Entrance door rubs on the frame.	Adjust hinges as needed for smooth door operation.	\$50	CBC 11B-108
AccesA36	Lobby	Priority 2	FY 16-18	Urinal is not compliant for height at 17-1/4 inches to the rim.	Lower the accessible urinal to a rim height not to exceed 17 inches AFF.	\$960	CBC 11B-605.2
AccesA37	Lobby	Priority 2	FY 16-18	Clear width between privacy panels is not compliant at 25-1/2 inches.	Relocate privacy panels as needed to provide a minimum clear width of 30 inches.	\$260	CBC 11B-605.3
AccesA38	Lobby	Priority 2	FY 16-18	The interior corridor at the entrance door is not compliant for width at 42 inches.	Modify walls as needed to provide a minimum clear width of 48 inches.	\$1,960	CBC 11B-404.2.4.1
AccesA39	Lobby	Priority 2	FY 16-18	The sanitary napkin dispenser is not compliant for location, height and control knobs are non-accessible.	Replace dispenser with a Bobrick ADA compliant sanitary napkin dispenser.	\$1,190	CBC 11B-603.5 ADA 309
AccesA40	Lobby	Priority 2	FY 16-18	The required 18 inches clearance is not provided beyond the latch side of the door.	Reconfigure restroom as needed to provide compliant clearance at the pull side of the stall door.	\$34,000	CBC 11B-404.2.4.1
AccesA41	Lobby	Priority 2	FY 16-18	WC is not compliant for location when stall is widened to 60 inches minimum.	Relocate the waste line as needed to center the WC at 17 inches- 18 inches from the side partition.	\$2,080	CBC 11B-604.2
AccesA42	Lobby	Priority 2	FY 16-18	The floor slope at the drain in the accessible stall is not compliant at 5.6%.	Raise the drain grate and surrounding floor as needed to provide slopes at the drain, not exceeding 2.1%.	\$815	CBC 11B-304.2 Exception

**Barriers Summary List  
Annex - Building**

Tag #	Location	Priority	Proj Yr	Condition/Finding Report Text	Recommendation Report Text	Extended Costs	Code Reference
AccesA43	Lobby	Priority 1	FY 16-17	Stage steps are missing the required visual warning stripes at the stair treads.	The upper approach and the lower tread of each stair shall be marked by a stripe of clearly contrasting color, 2 inches to 4 inches wide, placed parallel to and not more than 1 inches from the nose of the step or landing to alert the visually impaired.	\$140	CBC 11B-504.4.1
AccesA44	Lobby	Priority 1	FY 15-16	Level handrail extensions are not provided at both sides.	Add extensions.	\$620	CBC 11B-505.10.2 CBC 11B-505.10.3
AccesA45	Lobby	Priority 1	FY 15-16	Handrail is not continuous at intermediate landing.	Modify handrail.	\$285	CBC 11B-505.6
AccesA46	Lobby	Priority 1	FY 15-16	Support rail is not continuous.	Provide a single support rail	\$1,690	CBC 11B-407.4.10
AccesA47	Elevator	Priority 2	FY 16-18	Upon activation, door remains open for 8 seconds.	Adjust re-opening device to remain open for 20 seconds minimum.	\$95	CBC 11B-407.3.3.3
AccesA48	2nd Floor	Priority 2	FY 16-18	Geometric door signs are not provided. Tactile wall signs are mounted on the doors.	Provide light color geometric door signs to contrast with the dark doors. Move the tactile signs with Braille to the wall at the latch side.	\$100	CBC 11B-703.7.2.6 CBC 11B-703.4
AccesA50	2nd Floor	Priority 2	FY 16-18	Both restrooms are not wheelchair accessible.	At each restroom door, provide a directional sign indicating the location of the nearest accessible restroom.	\$190	CBC 11B-216.8 11B-703.5
AccesA51	Planning Dept.	Priority 3	FY 18-20	The bell button at the door frame is not accessible at 58 inches AFF.	Lower bell button to a height not greater than 48inches AFF.	\$165	ADA 308
AccesA52	Public Works	Priority 1	FY 15-16	The accessible counter is obstructed by placement of chair.	Provide a clear space 30 inches wide centered on the counter, a minimum 48 inches deep.	\$0	CBC 11B-802.1.1

Annex



Photo:

Tag: AccesA01

Item: Counter Height

Finding: Service counter is not accessible with a height of 44-1/2 inches

Recommendation: Lower counter to a height not to exceed 34 inches AFF

Code Reference: CBC 11B-902.3

Annex



Photo:

Tag: AccesA02

Item: Door Hardware

Finding: Door stops located at the push side of doors interfere with the required smooth surface at the bottom 10 inches of doors.

Recommendation: Remove all door stops at the push side of all facility doors to provide a smooth surface. A door catch at the pull side is acceptable.

Code Reference: CBC 11B-404.2.10

Annex



Photo:

Tag: AccesA03

Item: Tactile Exit Sign

Finding: Tactile exit sign is not provided at exterior exit door.

Recommendation: Provide a tactile exit sign at the inactive door leaf.

Code Reference: CBC 1011.4

Annex



Photo:

Tag: AccesA03.1

Item: Tactile Exit Signs

Finding: Tactile exit signs are not provided at exterior and interior exit doors .

Recommendation: Provide a tactile exit sign at each exit door or door leading to and exit, exit route, exit hallway or horizontal exit.

Code Reference: CBC 1011.4

Annex



Photo:

Tag: AccesA04

Item: Counter Height

Finding: Service counter is not accessible with a height of 36 inches

Recommendation: Lower counter to a height not to exceed 34 inches AFF.

Code Reference: CBC 11B-902.3

Annex



Photo:

Tag: AccesA05

Item: Assisted Listening Devices

Finding: Assisted listening devices are required in assembly areas.

Recommendation: Provide an Assistive listening system with compliant receivers.

Code Reference: CBC 11B-219.1 thru 219.5

Annex



Photo:

Tag: AccesA05.1

Item: Assisted Listening Devices

Finding: Assisted listening devices are required in conference rooms.

Recommendation: Provide an Assistive listening system with compliant receivers.

Code Reference: CBC 11B-219.1 thru 219.5

Annex



Photo:

Tag: AccesA06

Item: Door Closers

Finding: Doors with closers require adjustment. Doors close too fast.

Recommendation: Adjust all door closers to provide a maximum of 5 lbf operational effort and so that from an open position of 90 degrees, the time

Code Reference: CBC 11B-404.2.9;CBC 11B-

Annex



Photo:

Tag: AccesA06.1

Item: Door Closers

Finding: Doors with closers require adjustment. Doors close too fast.

Recommendation: Adjust all door closers to provide a maximum of 5 lbf operational effort and so that from an open position of 90 degrees, the time

Code Reference: CBC 11B-404.2.9;CBC 11B-

Annex



Photo:

Tag: AccesA08

Item: Door Signs

Finding: The required geometric Unisex door sign is not provided.

Recommendation: Provide a Unisex geometric door sign having white triangle with a vertex pointing up, over a dark blue circle.

Code Reference: CBC 11B-703.7.2.6.3

Annex



Photo:

Tag: AccesA09

Item: Wall Sign

Finding: The required tactile wall sign is not provided at the door.

Recommendation: Provide a tactile sign having Braille below raised text to the wall at the latch side.

Code Reference: CBC 11B-703.2;CBC 11B-703.3

Annex



Photo:

Tag: AccesA10

Item: Sign

Finding: Restroom is not accessible. Directional signage is not provided indicating the location of the nearest accessible restroom.

Recommendation: Provide a directional sign indicating the location of the nearest accessible restroom.

Code Reference: CBC 11B-216.8;CBC 11B-703.5

Annex



Photo:

Tag: AccesA11

Item: Knee Space

Finding: The collapsable tables, when in use, do not provide wheelchair knee space.

Recommendation: Modify or replace tables as needed. 5%, but no less than one table shall provide knee space a minimum 27 inches AFF.

Code Reference: CBC 11B-902.2

Annex



Photo:

Tag: AccesA12

Item: Stage Steps

Finding: A handrail is not provided at the stage steps.

Recommendation: At both sides of the stage, provide a single handrail at the wall.

Code Reference: CBC 11B-505.2

Annex



Photo:

Tag: AccesA13

Item: Stage Steps

Finding: Stage steps are missing the required visualwarning stripes at the stair treads.

Recommendation: The upper approach and the lower tread of each stair shall be marked by a stripe of clearly contrasting color, 2 inches to 4 inches

Code Reference: CBC 11B-504.4.1

Annex



Photo:

Tag: AccesA14

Item: Fire Extinguisher

Finding: Fire extinguisher at the stage wall protrudes greater than 4 inches from the wall.

Recommendation: Provide a semi-recessed fire extinguisher cabinet.

Code Reference: CBC 11B-307.2

Annex



Photo:

Tag: AccesA15

Item: Door Hardware

Finding: Single doors flanking the automatic doors have keyed latches.

Recommendation: Provide lever handle or panic bar hardware at both doors.

Code Reference: CBC 11B-404.2.7

Annex



Photo:

Tag: AccesA16

Item: Room ID Signs

Finding: Identification signs are not provided at permanent rooms and spaces.

Recommendation: Provide tactile room identification signs at rooms which are not likely to change, such as the kitchen, assembly rooms,

Code Reference: CBC 11B-216.2

Annex



Photo:

Tag: AccesA17

Item: Stage Ramp

Finding: Ramp to stage is not compliant, having a slope greater than 9.0%.

Recommendation: Review modification possibilities to lengthen the ramp and reduce the slope to less than 8.33%.

Code Reference: CBC 11B-405.2

Annex



Photo:

Tag: AccesA18

Item: Stage Steps

Finding: A handrail is not provided at the stage ramp.

Recommendation: Provide handrails at both sides of ramp.

Code Reference: CBC 11B-505.2

Annex



Photo:

Tag: AccesA19

Item: Custodial Cart Storage

Finding: Storage of the custodial cart interferes with accessibility at the ramp.

Recommendation: Create a policy where staff maintains the stage ramp are clear and free of obstructions.

Code Reference: CBC 11B-108

Annex



Photo:

Tag: AccesA20

Item: Drinking Fountain (DF)

Finding: The single DF is not compliant. No fewer than two drinking fountains shall be provided. Proper knee space is not provided between the

Recommendation: Remove and replace the existing DF with a combination Hi/Lo DF to provide access to persons both standing and in a wheelchair.

Code Reference: CBC 11B-211.2

Annex



Photo:

Tag: AccesA21

Item: Inoperable door

Finding: The South door is not operational and has been blocked from access.

Recommendation: Complete repairs and bring door back into use.

Code Reference: CBC 11B-108

Annex



Photo:

Tag: AccesA22

Item: Lever Handles

Finding: Various doors throughout have lever handles which do not have a turned end.

Recommendation: Replace lever handles. The end of levers shall return to within 1/2 inches of the door surface.

Code Reference: CBC 11B-404.2.7

Annex



Photo:

Tag: AccesA23

Item: Door Signs

Finding: Geometric door signs are not provided. Tactile wall signs are mounted on the doors.

Recommendation: Provide light color geometric door signs to contrast with the dark doors. Move the tactile signs with Braille to the wall at the latch side.

Code Reference: CBC 11B-703.7.2.6;CBC 11B-

Annex



Photo:

Tag: AccesA24

Item: Lavatory Apron

Finding: The lavatory counter apron height is not compliant at 28 inches AFF.

Recommendation: Raise both lavatories to increase knee space. Raise counter to a max height of 34 inches at the lavatory rim.

Code Reference: CBC 11B-306.3.1

Annex



Photo:

Tag: AccesA25

Item: Faucet Handles

Finding: Various lavatories have round faucet handles.

Recommendation: Replace all round faucet handles with lever handles.

Code Reference: ADA 309

Annex



Photo:

Tag: AccesA26

Item: Paper Towel Dispensers

Finding: Dispensers at both restrooms are not compliant for height at 41 inches AFF.

Recommendation: Lower dispensers to a height not greater than 40 inches AFF to the highest operable part.

Code Reference: CBC 11B-603.5

Annex



Photo:

Tag: AccesA27

Item: Stall Doors

Finding: Clear openings at accessible stall doors found to be 33 inches

Recommendation: Modify partition panels to provide 34 inches minimum clear space at doors.

Code Reference: 11B-604.8.1.2 Exception

Annex



Photo:

Tag: AccesA28

Item: Stall Size

Finding: Accessible stalls are not compliant for interior size, at less than 60 inches wide.

Recommendation: Modify partition panels as needed to provide a minimum width of 60 inches.

Code Reference: CBC 11B-603.2

Annex



Photo:

Tag: AccesA30

Item: Stall Doors

Finding: Stall doors are not self-closing.

Recommendation: Replace the self-closing hinges.

Code Reference: CBC 11B-604.8.1.2

Annex



Photo:

Tag: AccesA31

Item: Stall Doors

Finding: U-shaped pull handles are not provided at the interior side of the stall doors.

Recommendation: Provide U-Pull handles at the interior side of dooes, below the latch.

Code Reference: CBC 11B-604.8.1.2

Annex



Photo:

Tag: AccesA32

Item: Grab Bars

Finding: Both grab bars at the accessible stalls are not compliant for location.

Recommendation: Re-set grab bars.

Code Reference: CBC 11B-604.5

Annex



Photo:

Tag: AccesA33

Item: Lavatory Insulation

Finding: Insulation is incomplete beneath the lavatories.

Recommendation: Cover all exposed pipes, lines, valves and any sharp or abrasive elements.

Code Reference: CBC 11B-606.5

Annex



Photo:

Tag: AccesA34

Item: Toilet Paper Dispensers

Finding: Toilet paper dispensers are not compliant for location.

Recommendation: Reposition dispensers 7 inches-9 inches in front of the WC.

Code Reference: CBC 11B-604.7

Annex



Photo:

Tag: AccesA35

Item: Door

Finding: Entrance door rubs on the frame.

Recommendation: Adjust hinges as needed for smooth door operation.

Code Reference: CBC 11B-108

Annex



Photo:

Tag: AccesA36

Item: Urinal

Finding: Urinal is not compliant for height at 17-1/4 inches to the rim.

Recommendation: Lower the accessible urinal to a rim height not to exceed 17 inches AFF.

Code Reference: CBC 11B-605.2

Annex



Photo:

Tag: AccesA37

Item: Urinal

Finding: Clear width between privacy panels is not compliant at 25-1/2 inches.

Recommendation: Relocate privacy panels as needed to provide a minimum clear width of 30 inches.

Code Reference: CBC 11B-605.3

Annex



Photo:

Tag: AccesA38

Item: Corridor

Finding: The interior corridor at the entrance door is not compliant for width at 42 inches.

Recommendation: Modify walls as needed to provide a minimum clear width of 48 inches.

Code Reference: CBC 11B-404.2.4.1

Annex



Photo:

Tag: AccesA39

Item: Dispenser

Finding: The sanitary napkin dispenser is not compliant for location, height and control knobs are non-accessible.

Recommendation: Replace dispenser with a Bobrick ADA compliant sanitary napkin dispenser.

Code Reference: CBC 11B-603.5;ADA 309

Annex



Photo:

Tag: AccesA40

Item: Strike-side Clearance

Finding: The required 18 inches clearance is not provided beyond the latch side of the door.

Recommendation: Reconfigure restroom as needed to provide compliant clearance at the pull side of the stall door.

Code Reference: CBC 11B-404.2.4.1

Annex



Photo:

Tag: AccesA41

Item: WC Location

Finding: WC is not compliant for location when stall is widened to 60 inches&nbsp;&nbsp;&nbsp;minimum.

Recommendation: Relocate the waste line as needed to center the WC at 17 inches- 18 inches from the side partition.

Code Reference: CBC 11B-604.2

Annex



Photo:

Tag: AccesA42

Item: Floor Drain Slope

Finding: The floor slope at the drain in the accessible stall is not compliant at 5.6%.

Recommendation: Raise the drain grate and surrounding floor as needed to provide slopes at the drain, not exceeding 2.1%.

Code Reference: CBC 11B-304.2 Exception

Annex



Photo:

Tag: AccesA43

Item: Stair

Finding: Stage steps are missing the required visual warning stripes at the stair treads.

Recommendation: The upper approach and the lower tread of each stair shall be marked by a stripe of clearly contrasting color, 2 inches to 4 inches

Code Reference: CBC 11B-504.4.1

Annex



Photo:

Tag: AccesA44

Item: Stair

Finding: Level handrail extensions are not provided at both sides.

Recommendation: Add extensions.

Code Reference: CBC 11B-505.10.2;CBC 11B-

Annex



Photo:

Tag: AccesA45

Item: Stair

Finding: Handrail is not continuous at intermediate landing.

Recommendation: Modify handrail.

Code Reference: CBC 11B-505.6

Annex



Photo:

Tag: AccesA46

Item: Support Rail

Finding: Support rail is not continuous.

Recommendation: Provide a single support rail

Code Reference: CBC 11B-407.4.10

Annex



Photo:

Tag: AccesA47

Item: Door Re-opening Device

Finding: Upon activation, door remains open for 8 seconds.

Recommendation: Adjust re-opening device to remain open for 20 seconds minimum.

Code Reference: CBC 11B-407.3.3.3

Annex



Photo:

Tag: AccesA52

Item: Lowered Counter

Finding: The accessible counter is obstructed by placement of chair.

Recommendation: Provide a clear space 30 inches wide centered on the counter, a minimum 48 inches deep.

Code Reference: CBC 11B-802.1.1

Item:

Finding:

Recommendation:

Photo:

Tag:

Code Reference:

Item:

Finding:

Recommendation:

Photo:

Tag:

Code Reference:

Annex



Photo:

Tag: AccesA48

Item: Door Signs

Finding: Geometric door signs are not provided. Tactile wall signs are mounted on the doors.

Recommendation: Provide light color geometric door signs to contrast with the dark doors. Move the tactile signs with Braille to the wall at the latch side.

Code Reference: CBC 11B-703.7.2.6;CBC 11B-

Annex



Photo:

Tag: AccesA50

Item: Signage

Finding: Both restrooms are not wheelchair accessible.

Recommendation: At each restroom door, provide a directional sign indicating the location of the nearest accessible restroom.

Code Reference: CBC 11B-216.8;11B-703.5

Annex



Photo:

Tag: AccesA51

Item: Bell Button

Finding: The bell button at the door frame is not accessible at 58 inches AFF.

Recommendation: Lower bell button to a height not greater than 48inches AFF.

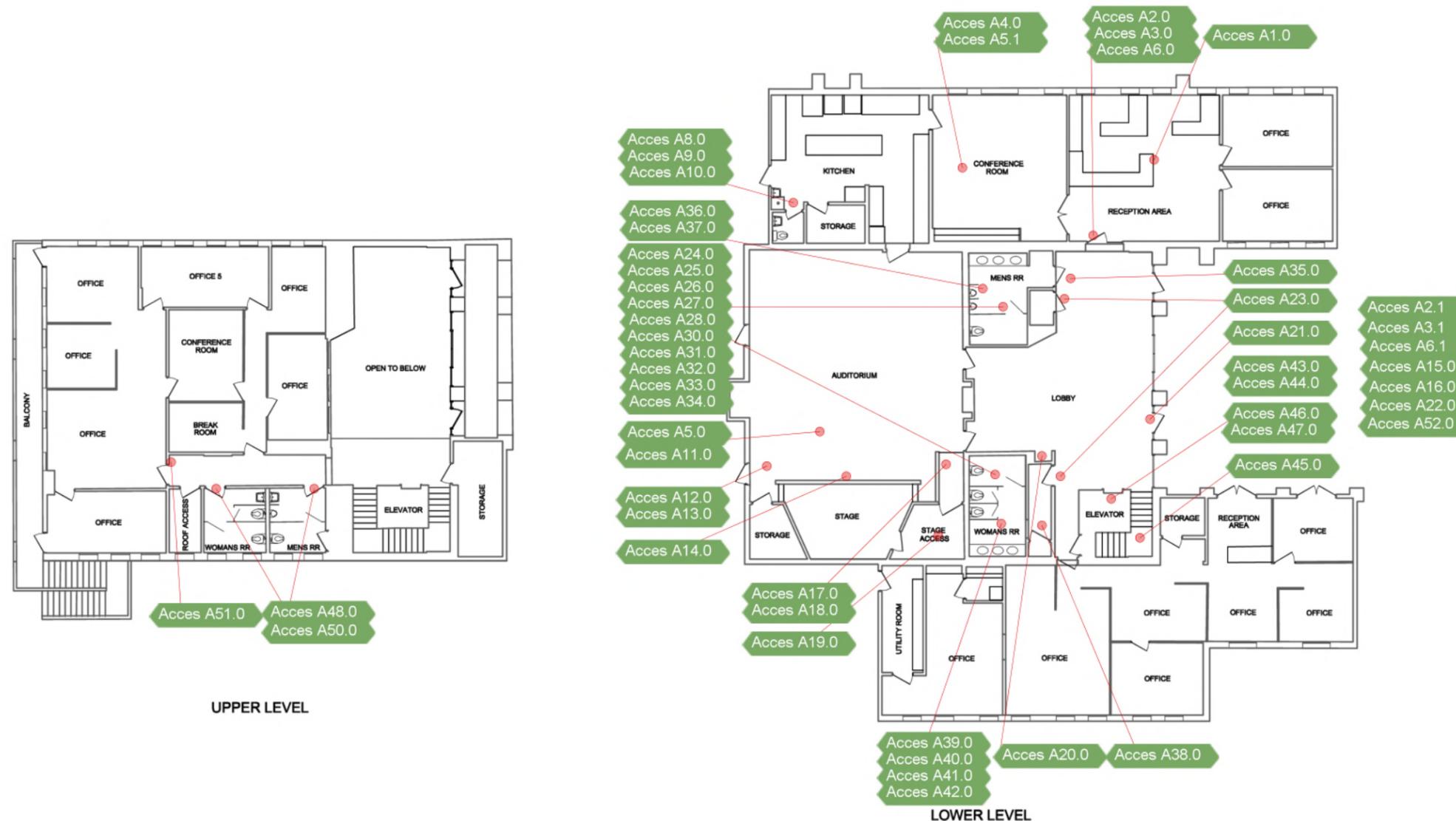
Code Reference: ADA 308



# Assessment Report

**Project:** 0814.2108.01- City of Irwindale  
**Drawing:** 1- Annex  
**Description:**  
**Phase:** Preliminary  
**Report Date:** 11-05-14

- A01 Counter Height
- A02 Door Hardware
- A02.1 Door Hardware
- A03 Tactile Exit Sign
- A03.1 Tactile Exit Signs
- A04 Counter Height
- A05 Assisted Listening
- A05.1 Assisted Listening
- A06 Door Closers
- A06.1 Door Closers
- A08 Door Signs
- A09 wall sign
- A10 sign
- A11 Knee Space
- A12 Stage Steps
- A13 Stage Steps
- A14 Fire Extinguisher
- A15 Door Hardware
- A16 Room ID Signs
- A17 Stage Ramp
- A18 Stage Steps
- A19 Custodial Cart
- A20 Drinking Fountain
- A21 Inoperable door
- A22 Lever Handles
- A23 Door Signs
- A24 Lavatory Apron
- A25 Faucet Handles
- A26 Paper Towel
- A27 Stall Doors
- A28 stall size
- A30 stall Doors
- A31 stall Doors
- A32 Grab Bars
- A33 Lavatory Insulation
- A34 Toilet Paper
- A35 Door
- A36 urinal
- A37 urinal
- A38 Corridor
- A39 Dispenser
- A40 strike-side
- A41 WC Location
- A42 Floor Drain slope
- A43 Stair
- A44 Stair
- A45 Stair
- A46 Support Rail
- A47 Door Re-opening
- A48 Door Signs



## BARRIER FACILITY REPORT

### ANNEX

16102 ARROW HIGHWAY



A50	Signage
A51	Bell Button
A52	Lowered Counter

**Barriers Summary List  
Senior Center**

Tag #	Location	Priority	Proj Yr	Condition/Finding	Recommendation	Extended Costs	Code Reference
AccesA01	Entrance Doors	Priority 1	FY 15-16	Doors lack the required warning signage to indicate that they are power-assist.	At each sliding door leaf, provide signage visible from both sides stating CAUTION AUTOMATIC DOOR in lettering a minimum 1/2 inch high. The sign shall be mounted on the door at a height 58 inches; 5 inches from the floor to the center line of the side.	\$295	CBC 11B-404.3 BHMA A156.10
AccesA02	Lobby	Priority 2	FY 16-18	Counter height is not compliant at 40-3/4 inches.	Lower counter to a height of 28 inches - 34 inches maximum AFF.	\$1,510	CBC 11B-227.3
AccesA03	Lobby	Priority 2	FY 16-18	Wall-mounted comment box not accessible at 59-1/2 inches to the top.	Lower box to a height not greater than 48 inches AFF.	\$105	ADA 308
AccesA04	Lobby	Priority 2	FY 16-18	The single DF is not compliant. No fewer than two drinking fountains shall be provided.	Remove and replace the existing DF with a combination Hi/Lo DF to provide access to persons both standing and in a wheelchair.	\$2,365	CBC 11B-211.2
AccesA05	Lobby	Priority 3	FY 18-20	Wing walls are not provided for pedestrian protection	Provide wing walls or wing rails at each side of the DF	\$150	CBC 11B-602.9
AccesA06	Throughout Facility	Priority 2	FY 16-18	Door stops and vertical latch rods located at the push side of doors interfere with the required smooth surface at the bottom 10 inches of the doors.	Remove all door stops and vertical latching rods at the push side of all facility doors to provide a smooth surface. A door catch at the pull side is acceptable.	\$1,775	CBC 11B-404.2.10

**Barriers Summary List  
Senior Center**

Tag #	Location	Priority	Proj Yr	Condition/Finding	Recommendation	Extended Costs	Code Reference
AccesA07	Lobby	Priority 2	FY 16-18	Signage is not provided in the lobby to indicate the availability of Assistive Listening Devices for use in the Assembly areas.	Provide a sign with wording that states -Assistive-Listening System Available- and displaying the International Symbol for Hearing Loss. Sign shall be posted in a prominent place at or near the assembly area entrance.	\$130	CBC 11B-216.10
AccesA08	Lobby	Priority 2	FY 16-18	Racks are not within accessible reach range.	Create a policy where all information provided in the display racks are located in those racks within 48 inches of the floor.	\$145	ADA 308
AccesA09	Assembly Hall	Priority 2	FY 16-18	Dance floor is not compliant for height - change in level is greater than 1/2 inch.	Remove and replace the dance floor with a compliant flooring having a change in height no greater than 1/2 inch, with a 1:2 bevel edge.	\$3,050	CBC 11B-303.3
AccesA10	Assembly Hall	Priority 2	FY 16-18	Assisted listening devices are not provided for assembly areas.	Provide an Assistive listening system with compliant receivers.	\$6,750	CBC 11B-219.1 thru 219.5
AccesA11	Assembly Hall	Priority 2	FY 16-18	Ramp slope exceeds allowable slope at 9.9%	Modify ramp as needed to provide a compliant slope not to exceed 8.33%.	\$7,780	CBC 11B-405.2
AccesA12	Assembly Hall	Priority 2	FY 16-18	The top landing of the ramp serves as the clear space for the double doors. Only 43 inches is provided.	Modify the ramp/door landing as needed to provide a minimum 44 inches clear in front of the doors.	\$985	CBC 11B-404.2.4.1
AccesA13	Assembly Hall	Priority 2	FY 16-18	Handrails are missing at ramp.	Provide compliant handrails at both sides of all ramps to stage.	\$2,640	CBC 11B-405.8 CBC 11B-505.2
AccesA14	Throughout Facility	Priority 2	FY 16-18	Tables with pedestal bases fail to provide wheelchair knee space.	At each functional seating area, provide 5% of all tables, but no less than one with four corner legs.	\$1,250	CBC 11B-306.3.3 Exception #2

## Barriers Summary List Senior Center

Tag #	Location	Priority	Proj Yr	Condition/Finding	Recommendation	Extended Costs	Code Reference
AccesA16	Throughout Facility	Priority 1	FY 15-16	Tactile exit signs are not provided at exterior exit doors.	Provide a tactile exit sign at each exit door or door leading to and exit, exit route, exit hallway or horizontal exit.	\$3,320	CBC 1011.4
AccesA17	Kitchen	Priority 3	FY 18-20	The end of the lever handle does not return to the door surface.	Replace lever handle. New handle end shall return to within 1/2 inch of the door surface.	\$190	CBC 11B-404.2.7
AccesA18	Throughout Facility	Priority 1	FY 15-16	Identification signs are not provided at permanent rooms and spaces.	Provide tactile identification room signs at rooms which are not likely to change, such as the kitchen, assembly rooms, meeting rooms and restrooms.	\$1,475	CBC 11B-216.2
AccesA19	Kitchen	Priority 3	FY 18-20	Restroom in Kitchen is not wheelchair accessible.	Provide a directional sign indicating the location of the nearest accessible restroom.	\$190	CBC 11B-216.8 11B-703.5
AccesA20	Kitchen	Priority 2	FY 16-18	The end of the lever handle does not return to the door surface.	Replace lever handle. New handle end shall return to within 1/2 inch of the door surface.	\$190	CBC 11B-404.2.7
AccesA21	Barber Shop	Priority 1	FY 15-16	Restroom in Barber Shop is not wheelchair accessible.	Provide a directional sign indicating the location of the nearest accessible restroom.	\$190	CBC 11B-216.8 11B-703.5
AccesA22	Lobby	Priority 2	FY 16-18	Wall pamphlet racks are not within accessible reach range.	Lower racks and create a policy where all information is provided in the display racks located within 48 inches of the floor.	\$190	ADA 308
AccesA23	RR	Priority 1	FY 15-16	Door signs are not provided. Wall signs are mounted on the doors.	Provide light color geometric door signs to contrast with the dark doors. Move the tactile signs with Braille to the wall at the latch side.	\$180	CBC 11B-703.7.2.6 CBC 11B-703.4

**Barriers Summary List  
Senior Center**

Tag #	Location	Priority	Proj Yr	Condition/Finding	Recommendation	Extended Costs	Code Reference
AccesA24	RR	Priority 2	FY 16-18	Faucet handles are round and require tight grasping.	Replace all round faucet handles with lever handles.	\$2,765	CBC 11B-606.4
AccesA25	RR	Priority 2	FY 16-18	Lavatories not compliant for height.	Lower all lavatories to a rim height not greater than 34 inches AFF.	\$2,765	CBC 11B-606.3
AccesA26	RR	Priority 2	FY 16-18	Apron height is not compliant at 27 inches AFF.	Modify lavatory counters to provide an apron height of 29 inches minimum.	\$4,525	CBC 11B-306.3.1
AccesA27	RR	Priority 2	FY 16-18	Insulation is incomplete beneath the lavatories.	Cover all exposed pipes, lines, valves and any sharp or abrasive elements.	\$200	CBC 11B-606.5
AccesA28	RR	Priority 2	FY 16-18	Stall Doors are not self-closing.	Replace the self-closing hinges.	\$190	CBC 11B-604.8.1.2
AccesA30	RR	Priority 2	FY 16-18	Accessible stalls are not a minimum 60 inches wide.	Modify partition panels as needed to provide a minimum 60 inches minimum width with side stiles at stall doors, 4 inches max in width.	\$10,175	CBC 11B-603.2
AccesA31	RR	Priority 2	FY 16-18	U-shaped Pull Handles	Provide U-Pull handles at the interior side of doors, below the latch.	\$65	CBC 11B-604.8.1.2
AccesA32	RR	Priority 2	FY 16-18	Coat hooks at the accessible stall are not compliant for height.	Provide an additional coat hook within 48 inches of the floor.	\$90	ADA 308
AccesA33	RR	Priority 2	FY 16-18	Rear grab bars at the accessible stall are not compliant for location.	Re-set grab bars.	\$745	CBC 11B-604.5
AccesA34	Lobby	Priority 2	FY 16-18	Dispenser control knobs are non-accessible.	Replace dispenser with a Bobrick ADA compliant Sanitary napkin dispenser	\$1,190	ADA 309
AccesA35	RR	Priority 2	FY 16-18	The accessible stall door is not located opposite of the WC.	Reconfigure partition panels to reposition the door.	\$5,380	CBC 11B-604.8.1.2
AccesA36	RR	Priority 2	FY 16-18	The accessible WC flush handle is located at the wrong side.	Remove and replace the WC tank with flush handle at the open side of the stall.	\$310	CBC 11B-604.6

**Barriers Summary List  
Senior Center**

Tag #	Location	Priority	Proj Yr	Condition/Finding	Recommendation	Extended Costs	Code Reference
AccesA37	RR	Priority 2	FY 16-18	Dispenser is not compliant for location, centered 13: in front of the WC.	Reposition dispenser, centered 7 inches- 9 inches in front of the WC.	\$440	CBC 11B-604.7
AccesA38	RR	Priority 2	FY 16-18	The accessible urinal is not compliant for height at 18 inches to the rim.	Lower the urinal to a rim height not to exceed 17 inches AFF.	\$960	CBC 11B-605.2
AccesA39	Lobby Hall	Priority 2	FY 16-18	Water flow at the bubbler is less than 4 inches high.	Adjust water flow to provide a height of 4 inches minimum.	\$40	CBC 11B-602.6
AccesA40	Throughout Facility	Priority 3	FY 18-20	FEs protrude greater than 4 inches into the circulation paths	Lower all FEs to a height not greater than 27 inches AFF to the lowest edge.	\$4,340	CBC 11B-307.2
AccesA41	Craft Room #1	Priority 3	FY 18-20	Counter is not compliant for height at 36-1/2 inches.	At a minimum, lower one side of the counter to a height not to exceed 34 inches AFF.	\$1,510	CBC 11B-902.3
AccesA42	Craft Room #1	Priority 3	FY 18-20	Sink is not accessible at 36-3/4 inches to the rim.	Lower sink to a maximum height of 34 inches while maintaining compliant knee space.	\$1,050	CBC 11B-606.3
AccesA43	Craft Room #1	Priority 3	FY 18-20	Exposed pipes are not covered to prevent skin contact.	Insulate and wrap all pipes, lines and valves and other sharp and abrasive elements.	\$25	CBC 11B-606.5
AccesA44	Craft Room #2	Priority 3	FY 18-20	Counter is not compliant for height at 36-1/2 inches.	At a minimum, lower one side of the counter to a height not to exceed 34 inches AFF.	\$1,510	CBC 11B-902.3
AccesA45	Craft Room #2	Priority 3	FY 18-20	Sink is not accessible at 36-3/4 inches to the rim.	Lower sink to a maximum height of 34 inches while maintaining compliant knee space.	\$1,050	CBC 11B-606.3
AccesA46	Craft Room #2	Priority 3	FY 18-20	Exposed pipes are not covered to prevent skin contact.	Insulate and wrap all pipes, lines and valves and other sharp and abrasive elements.	\$25	CBC 11B-606.5

**Barriers Summary List  
Senior Center**

Tag #	Location	Priority	Proj Yr	Condition/Finding	Recommendation	Extended Costs	Code Reference
AccesA47	Craft Room #2	Priority 3	FY 18-20	One door fails to open a minimum 90 degrees	Provide door opening hardware at opposite door and make this door the operating door. The door that does not fully open shall be made the inactive leaf and latched closed.	\$3,125	CBC 11B-404.2.3
AccesA48	Craft Room #3	Priority 3	FY 18-20	Counter is not compliant for height at 36-1/2 inches.	At a minimum, lower one side of the counter to a height not to exceed 34 inches AFF.	\$2,010	CBC 11B-902.3
AccesA50	Craft Room #3	Priority 3	FY 18-20	Sink is not accessible at 36-3/4 inches to the rim.	Lower sink to a maximum height of 34 inches while maintaining compliant knee space.	\$1,050	CBC 11B-606.3
AccesA51	Craft Room #3	Priority 3	FY 18-20	Exposed pipes are not covered to prevent skin contact.	Insulate and wrap all pipes, lines and valves and other sharp and abrasive elements.	\$25	CBC 11B-606.5
AccesA52	Craft Room #3	Priority 3	FY 18-20	Desk knee Space is not compliant at 26 inches.	5%, but no less than one desk shall provide knee space a minimum 27 inches AFF. Accessible desks shall be located on an accessible path from the entry doors.	\$1,500	CBC 11B-902.2
AccesA53	Throughout Facility	Priority 2	FY 16-18	Doors with closers require adjustment. Doors close too fast.	Adjust all door closers to provide a maximum of 5 lbf operational effort and so that from an open position of 90 degrees, the time required to move the door to a position of 12 degrees from the latch is 5 seconds minimum.	\$35	CBC 11B-404.2.9 CBC 11B-404.2.8.1

Senior Center



Photo:

Tag: AccesA01

Item: Power-assist entrance doors.

Finding: Doors lack the required warning signage to indicate that they are power-assist.

Recommendation: At each sliding door leaf, provide signage visible from both sides stating CAUTION AUTOMATIC DOOR in lettering a minimum 1/2

Code Reference: CBC 11B-404.3;BHMA A156.10

Senior Center



Photo:

Tag: AccesA02

Item: Service Counter

Finding: Counter height is not compliant at 40-3/4 inches.

Recommendation: Lower counter to a height of 28 inches - 34 inches maximum AFF.

Code Reference: CBC 11B-227.3

Senior Center



Photo:

Tag: AccesA03

Item: Comment Box

Finding: Wall-mounted comment box not accessible at 59-1/2 inches to the top.

Recommendation: Lower box to a height not greater than 48 inches AFF.

Code Reference: ADA 308

Senior Center



Photo:

Tag: AccesA04

Item: Drinking Fountain (DF)

Finding: The single DF is not compliant. No fewer than two drinking fountains shall be provided.

Recommendation: Remove and replace the existing DF with a combination Hi/Lo DF to provide access to persons both standing and in a wheelchair.

Code Reference: CBC 11B-211.2

Senior Center



Photo:

Tag: AccesA05

Item: Drinking Fountain (DF)

Finding: Wing walls are not provided for pedestrian protection

Recommendation: Provide wing walls or wing rails at each side of the DF

Code Reference: CBC 11B-602.9

Senior Center



Photo:

Tag: AccesA06

Item: Door Hardware

Finding: Door stops and vertical latch rods located at the push side of doors interfere with the required smooth surface at the bottom 10 inches of the

Recommendation: Remove all door stops and vertical latching rods at the push side of all facility doors to provide a smooth surface. A door catch at

Code Reference: CBC 11B-404.2.10

Senior Center



Photo:

Tag: AccesA07

Item: Assistive Listening Device signage

Finding: Signage is not provided in the lobby to indicate the availability of Assistive Listening Devices for use in the Assembly areas.

Recommendation: Provide a sign with wording that states -Assistive-Listening System Available- and displaying the International Symbol for Hearing

Code Reference: CBC 11B-216.10

Senior Center



Photo:

Tag: AccesA08

Item: Display Racks

Finding: Racks are not within accessible reach range.

Recommendation: Create a policy where all information provided in the display racks are located in those racks within 48 inches of the floor.

Code Reference: ADA 308

Senior Center



Photo:

Tag: AccesA09

Item: Dance Floor

Finding: Dance floor is not compliant for height - change in level is greater than 1/2 inch.

Recommendation: Remove and replace the dance floor with a compliant flooring having a change in height no greater than 1/2 inch, with a 1:2 bevel

Code Reference: CBC 11B-303.3

Senior Center



Photo:

Tag: AccesA10

Item: Assisted Listening Devices

Finding: Assisted listening devices are not provided for assembly areas.

Recommendation: Provide an Assistive listening system with compliant receivers.

Code Reference: CBC 11B-219.1 thru 219.5

Senior Center



Photo:

Tag: AccesA11

Item: Ramp to Stage

Finding: Ramp slope exceeds allowable slope at 9.9%

Recommendation: Modify ramp as needed to provide a compliant slope not to exceed 8.33%.

Code Reference: CBC 11B-405.2

Senior Center



Photo:

Tag: AccesA12

Item: Ramp to Stage

Finding: The top landing of the ramp serves as the clear space for the double doors. Only 43 inches is provided.

Recommendation: Modify the ramp/door landing as needed to provide a minimum 44 inches clear in front of the doors.

Code Reference: CBC 11B-404.2.4.1

Senior Center



Photo:

Tag: AccesA13

Item: Ramp to Stage

Finding: Handrails are missing at ramp.

Recommendation: Provide compliant handrails at both sides of all ramps to stage.

Code Reference: CBC 11B-405.8;CBC 11B-505.2

Senior Center



Photo:

Tag: AccesA14

Item: Knee Space

Finding: Tables with pedestal bases fail to provide wheelchair knee space.

Recommendation: At each functional seating area, provide 5% of all tables, but no less than one with four corner legs.

Code Reference: CBC 11B-306.3.3 Exception #2

Senior Center



Photo:

Tag: AccesA16

Item: Tactile Exit Signs

Finding: Tactile exit signs are not provided at exterior exit doors.

Recommendation: Provide a tactile exit sign at each exit door or door leading to and exit, exit route, exit hallway or horizontal exit.

Code Reference: CBC 1011.4

Senior Center



Photo:

Tag: AccesA17

Item: Lever Handle

Finding: The end of the lever handle does not return to the door surface.

Recommendation: Replace lever handle. New handle end shall return to within 1/2 inch of the door surface.

Code Reference: CBC 11B-404.2.7

Senior Center



Photo:

Tag: AccesA18

Item: Room ID Signs

Finding: Identification signs are not provided at permanent rooms and spaces.

Recommendation: Provide tactile identification room signs at rooms which are not likely to change, such as the kitchen, assembly rooms, meeting

Code Reference: CBC 11B-216.2

Senior Center



Photo:

Tag: AccesA19

Item: Directional Sign

Finding: Restroom in Kitchen is not wheelchair accessible.

Recommendation: Provide a directional sign indicating the location of the nearest accessible restroom.

Code Reference: CBC 11B-216.8;11B-703.5

Senior Center



Photo:

Tag: AccesA20

Item: Lever Handle

Finding: The end of the lever handle does not return to the door surface.

Recommendation: Replace lever handle. New handle end shall return to within 1/2 inch of the door surface.

Code Reference: CBC 11B-404.2.7

Senior Center



Photo:

Tag: AccesA21

Item: Directional Sign

Finding: Restroom in Barber Shop is not wheelchair accessible.

Recommendation: Provide a directional sign indicating the location of the nearest accessible restroom.

Code Reference: CBC 11B-216.8;11B-703.5

Senior Center



Photo:

Tag: AccesA22

Item: Display Racks

Finding: Wall pamphlet racks are not within accessible reach range.

Recommendation: Lower racks and create a policy where all information is provided in the display racks located within 48 inches of the floor.

Code Reference: ADA 308

Senior Center



Photo:

Tag: AccesA23

Item: Signage

Finding: Door signs are not provided. Wall signs are mounted on the doors.

Recommendation: Provide light color geometric door signs to contrast with the dark doors. Move the tactile signs with Braille to the wall at the latch side.

Code Reference: CBC 11B-703.7.2.6;CBC 11B-

Senior Center



Photo:

Tag: AccesA24

Item: Faucets

Finding: Faucet handles are round and require tight grasping.

Recommendation: Replace all round faucet handles with lever handles.

Code Reference: CBC 11B-606.4

Senior Center



Photo:

Tag: AccesA25

Item: Lavatory

Finding: Lavatories not compliant for height.

Recommendation: Lower all lavatories to a rim height not greater than 34 inches AFF.

Code Reference: CBC 11B-606.3

Senior Center



Photo:

Tag: AccesA26

Item: Lavatory Apron

Finding: Apron height is not compliant at 27 inches AFF.

Recommendation: Modify lavatory counters to provide an apron height of 29 inches minimum.

Code Reference: CBC 11B-306.3.1

Senior Center



Photo:

Tag: AccesA27

Item: Lavatory Insulation

Finding: Insulation is incomplete beneath the lavatories.

Recommendation: Cover all exposed pipes, lines, valves and any sharp or abrasive elements.

Code Reference: CBC 11B-606.5

Senior Center

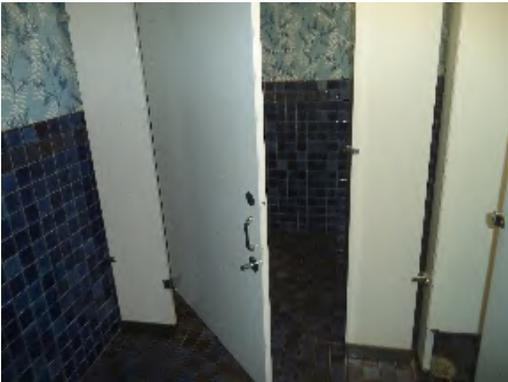


Photo:

Tag: AccesA28

Item: Stall Doors

Finding: Stall Doors are not self-closing.

Recommendation: Replace the self-closing hinges.

Code Reference: CBC 11B-604.8.1.2

Senior Center



Photo:

Tag: AccesA30

Item: Stall Partitions

Finding: Accessible stalls are not a minimum 60 inches wide.

Recommendation: Modify partition panels as needed to provide a minimum 60 inches minimum width with side stiles at stall doors, 4 inches max in

Code Reference: CBC 11B-603.2

Senior Center



Photo:

Tag: AccesA31

Item: Stall Doors

Finding: U-shaped Pull Handles

Recommendation: Provide U-Pull handles at the interior side of doors, below the latch.

Code Reference: CBC 11B-604.8.1.2

Senior Center



Photo:

Tag: AccesA32

Item: Coat Hooks

Finding: Coat hooks at the accessible stall are not compliant for height.

Recommendation: Provide an additional coat hook within 48 inches of the floor.

Code Reference: ADA 308

Senior Center



Photo:

Tag: AccesA33

Item: Rear Grab Bars

Finding: Rear grab bars at the accessible stall are not compliant for location.

Recommendation: Re-set grab bars.

Code Reference: CBC 11B-604.5

Senior Center



Photo:

Tag: AccesA34

Item: Sanitary Napkin Dispenser

Finding: Dispenser control knobs are non-accessible.

Recommendation: Replace dispenser with a Bobrick ADA compliant Sanitary napkin dispenser

Code Reference: ADA 309

Senior Center



Photo:

Tag: AccesA35

Item: Stall Door

Finding: The accessible stall door is not located opposite of the WC.

Recommendation: Reconfigure partition panels to reposition the door.

Code Reference: CBC 11B-604.8.1.2

Senior Center



Photo:

Tag: AccesA36

Item: Flush Handle

Finding: The accessible WC flush handle is located at the wrong side.

Recommendation: Remove and replace the WC tank with flush handle at the open side of the stall.

Code Reference: CBC 11B-604.6

Senior Center



Photo:

Tag: AccesA37

Item: Toilet Paper Dispenser

Finding: Dispenser is not compliant for location, centered 13: in front of the WC.

Recommendation: Reposition dispenser, centered 7 inches- 9 inches in front of the WC.

Code Reference: CBC 11B-604.7

Senior Center



Photo:

Tag: AccesA38

Item: Urinal

Finding: The accessible urinal is not compliant for height at 18 inches to the rim.

Recommendation: Lower the urinal to a rim height not to exceed 17 inches AFF.

Code Reference: CBC 11B-605.2

Senior Center



Photo:

Tag: AccesA39

Item: Bubbler Height

Finding: Water flow at the bubbler is less than 4 inches high.

Recommendation: Adjust water flow to provide a height of 4 inches minimum.

Code Reference: CBC 11B-602.6

Senior Center



Photo:

Tag: AccesA40

Item: Protrusion Hazards

Finding: FEs protrude greater than 4 inches into the circulation paths

Recommendation: Lower all FEs to a height not greater than 27 inches AFF to the lowest edge.

Code Reference: CBC 11B-307.2

Senior Center



Photo:

Tag: AccesA41

Item: Counter Height

Finding: Counter is not compliant for height at 36-1/2 inches.

Recommendation: At a minimum, lower one side of the counter to a height not to exceed 34 inches AFF.

Code Reference: CBC 11B-902.3

Senior Center



Photo:

Tag: AccesA42

Item: Sink Height

Finding: Sink is not accessible at 36-3/4 inches to the rim.

Recommendation: Lower sink to a maximum height of 34 inches while maintaining compliant knee space.

Code Reference: CBC 11B-606.3

Senior Center



Photo:

Tag: AccesA43

Item: Insulation

Finding: Exposed pipes are not covered to prevent skin contact.

Recommendation: Insulate and wrap all pipes, lines and valves and other sharp and abrasive elements.

Code Reference: CBC 11B-606.5

Senior Center



Photo:

Tag: AccesA44

Item: Counter Height

Finding: Counter is not compliant for height at 36-1/2 inches.

Recommendation: At a minimum, lower one side of the counter to a height not to exceed 34 inches AFF.

Code Reference: CBC 11B-902.3

Senior Center



Photo:

Tag: AccesA45

Item: Sink Height

Finding: Sink is not accessible at 36-3/4 inches to the rim.

Recommendation: Lower sink to a maximum height of 34 inches while maintaining compliant knee space.

Code Reference: CBC 11B-606.3

Senior Center



Photo:

Tag: AccesA46

Item: Insulation

Finding: Exposed pipes are not covered to prevent skin contact.

Recommendation: Insulate and wrap all pipes, lines and valves and other sharp and abrasive elements.

Code Reference: CBC 11B-606.5

Senior Center



Photo:

Tag: AccesA47

Item: Door Obstruction

Finding: One door fails to open a minimum 90 degrees

Recommendation: Provide door opening hardware at opposite door and make this door the operating door. The door that does not fully open shall be

Code Reference: CBC 11B-404.2.3

Senior Center



Photo:

Tag: AccesA48

Item: Counter Height

Finding: Counter is not compliant for height at 36-1/2 inches.

Recommendation: At a minimum, lower one side of the counter to a height not to exceed 34 inches AFF.

Code Reference: CBC 11B-902.3

Senior Center



Photo:

Tag: AccesA50

Item: Sink Height

Finding: Sink is not accessible at 36-3/4 inches to the rim.

Recommendation: Lower sink to a maximum height of 34 inches while maintaining compliant knee space.

Code Reference: CBC 11B-606.3

Senior Center



Photo:

Tag: AccesA51

Item: Insulation

Finding: Exposed pipes are not covered to prevent skin contact.

Recommendation: Insulate and wrap all pipes, lines and valves and other sharp and abrasive elements.

Code Reference: CBC 11B-606.5

Senior Center



Photo:

Tag: AccesA52

Item: Desk Knee Space

Finding: Desk knee Space is not compliant at 26 inches.

Recommendation: 5%, but no less than one desk shall provide knee space a minimum 27 inches AFF. Accessible desks shall be located on an

Code Reference: CBC 11B-902.2

Senior Center



Photo:

Tag: AccesA53

Item: Door Closers

Finding: Doors with closers require adjustment. Doors close too fast.

Recommendation: Adjust all door closers to provide a maximum of 5 lbf operational effort and so that from an open position of 90 degrees, the time

Code Reference: CBC 11B-404.2.9;CBC 11B-

Item:

Finding:

Recommendation:

Photo:

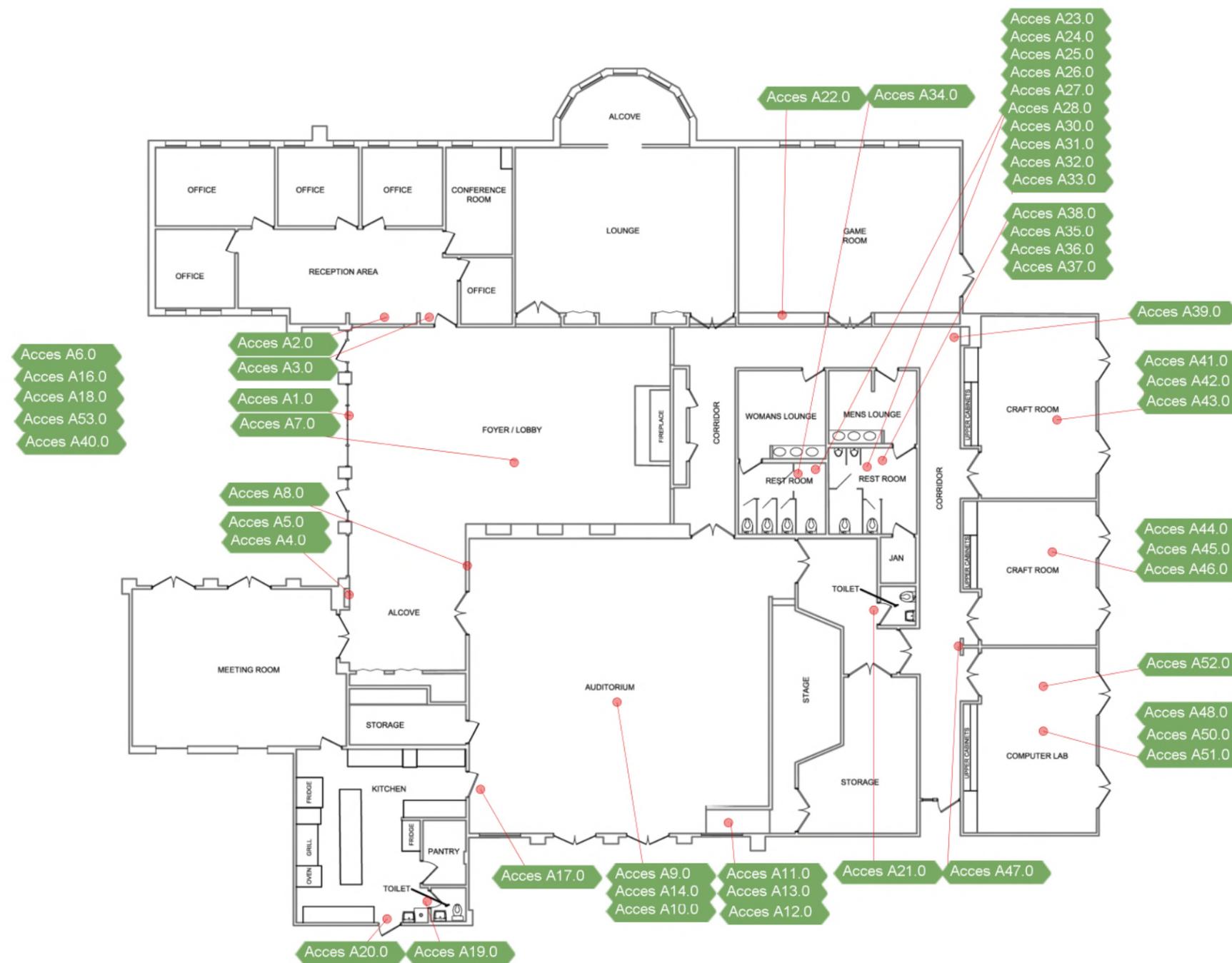
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Code Reference:



# Assessment Report

**Project:** 0814.2108.01- City of Irwindale  
**Drawing:** 1- SC  
**Description:**  
**Phase:** Preliminary  
**Report Date:** 11-05-14



## BARRIER FACILITY REPORT SENIOR CENTER

16116 ARROW HIGHWAY



- A01 Power-assist entrance doors
- A02 Service Counter
- A03 Comment Box
- A04 Drinking Fountain
- A05 Drinking Fountain
- A06 Door Hardware
- A07 Assistive Listening Device signage
- A08 Display Racks
- A09 Dance Floor
- A10 Assisted Listening
- A11 Ramp to Stage
- A12 Ramp to Stage
- A13 Ramp to Stage
- A14 Knee Space
- A16 Tactile Exit signs
- A17 Lever Handle
- A18 Room ID Signs
- A19 Directional sign
- A20 Lever Handle
- A21 Directional sign
- A22 Display Racks
- A23 Signage
- A24 Faucets
- A25 Lavatory
- A26 Lavatory Apron
- A27 Lavatory Insulation
- A28 Stall Doors
- A30 Stall Partitions
- A31 Stall Doors
- A32 Coat Hooks
- A33 Rear Grab Bars
- A34 Sanitary Napkin
- A35 Stall Door
- A36 Flush Handle
- A37 Toilet Paper
- A38 Urinal
- A39 Bubbler Height
- A40 Protrusion Hazards
- A41 Counter Height
- A42 Sink Height
- A43 Insulation
- A44 Counter Height
- A45 Sink Height
- A46 Insulation
- A47 Door obstruction
- A48 Counter Height
- A50 sink Height
- A51 Insulation
- A52 Desk Knee Space
- A53 Door Closers

**Barriers Summary List**  
**Annex Exterior**

Tag #	Location	Priority	Proj Yr	Condition/Finding	Recommendation	Extended Costs	Code Reference
AccesA01	Exterior	Priority 1	FY 15-16	The existing directional sign is insufficient.	Provide detailed directional signage or a directory at both entry points of the courtyard as necessary for convenient navigation around the site and to minimize backtracking.	\$815	CBC 11B-216.6
AccesA53	Exterior	Priority 1	FY 15-16	Elongated openings are not perpendicular to the dominant direction of travel.	Turn grate 90 degrees.	\$35	CBC 11B-302.3
AccesA55	Exterior	Priority 1	FY 15-16	Non-compliant 4.6% slopes at grate.	Raise grate and surrounding surfaces to max 2.1% slope.	\$1,410	CBC 11B-403.3
AccesA56	Exterior	Priority 1	FY 15-16	Slope of curb ramp interferes with the required level landing at the gate.	Demolish curb ramp and provide a level landing at gate. Provide new parallel curb ramp away from gate area.	\$1,625	CBC 11B-404.2.4 CBC 11B-406.3
AccesA58	Exterior	Priority 1	FY 15-16	Sidewalk is not compliant, having cross slopes as high as 5.7%	Replace approximately 200 feet of sidewalk.	\$2,175	CBC 11B-403.3
AccesA60	Exterior	Priority 1	FY 15-16	The hanging plants create an overhead obstruction.	Remove or relocate hanging plants outside of path, or raise to provide a minimum 80 inches clear head height.	\$125	CBC 11B-307.4
AccesA61	Exterior	Priority 1	FY 15-16	The walkway is flush with the vehicular drive area without a curb or railing.	Provide truncated domes across the full length of the ramp within 6 inches-8 inches of the curb line.	\$865	CBC 11B-406.5.12 CBC 11B-705.1.2.2
AccesA62	Exterior	Priority 1	FY 15-16	Striping and lettering are faded.	Restripe all accessible stalls.	\$60	CBC 11B-502.2
AccesA63	Exterior	Priority 1	FY 15-16	The required Tow-Away warning sign is not posted at the driveway entrance.	Provide a post-mounted CALTRANS R100B tow-Away warning sign at the entrance to parking.	\$250	CBC 11B-502.8.2 CVC 22511.8(e)

**Barriers Summary List**  
**Annex Exterior**

Tag #	Location	Priority	Proj Yr	Condition/Finding	Recommendation	Extended Costs	Code Reference
AccesA64	Exterior	Priority 1	FY 15-16	Diagonal stripes do not provide the required visual contrast with the parking surface.	Restripe all access aisles. Provide a blue border and white diagonal stripes when over asphalt.	\$290	CBC 11B-502.3.3
AccesA65	Exterior	Priority 1	FY 15-16	The additional signs stating MINIMUM FINE \$250 are not provided	At each stall, provide the FINE sign below existing signs.	\$45	CBC 11B-502.6
AccesA66	Exterior	Priority 1	FY 15-16	Stall shown is not level, with slopes to 2.6%.	Overlay stall with new asphalt to provide a level stall with slopes not to exceed 2.1%.	\$450	CBC 11B-502.4
AccesA67	Exterior	Priority 1	FY 15-16	Marked crossings are dark do not provide visual contrast.	Restripe all marked crossings in white.	\$365	CBC 11B-502.3.3
AccesA69	Exterior	Priority 1	FY 15-16	The pavement ISAs are not located at the foot of the stalls.	Provide new pavements ISAs at the foot of each stall.	\$0	CBC 11B-502.6.4.2
AccesA70	Exterior	Priority 1	FY 15-16	The Van accessible stall at the East is missing the additional sign stating VAN ACCESSIBLE.	Provide the VAN sign below all other signs.	\$45	CBC 11B-502.6
AccesA71	Exterior	Priority 1	FY 15-16	Drainage swale runs through the East accessible stalls	Regrade parking area and relocate drainage swale away from stalls.	\$4,250	CBC 11B-502.4
AccesA72	Exterior	Priority 1	FY 15-16	East curb ramp is missing truncated domes.	Install domes 36 inches deep across the ramp surface, 6 inches-8 inches from the curb face.	\$290	CBC 11B-406.5.12 CBC 11B-705.1.2.2
AccesA73	Exterior	Priority 1	FY 15-16	Where the path of travel changes direction, slopes are 2.6%.	replace concrete at the change in direction. Slopes not to exceed 2.1% in any direction.	\$825	CBC 11B-403.3
AccesA75	Exterior	Priority 1	FY 15-16	Outside of the Senior Center doors the concrete is damaged from heaving with abrupt edges.	Replace concrete as needed.	\$6,050	CBC 11B-303.3

**Barriers Summary List**  
**Annex Exterior**

Tag #	Location	Priority	Proj Yr	Condition/Finding	Recommendation	Extended Costs	Code Reference
AccesA76	Exterior	Priority 1	FY 15-16	Ramp from Senior Center is not compliant, having excessive slope, non-compliant handrail and missing truncated domes.	Remove ramp. Provide stair or new compliant ramp.	\$1,075	CBC 11B-405.1 CBC 11B-504.1
AccesA77	Exterior	Priority 3	FY 18-20	Table is not wheelchair accessible.	Modify or replace table with one provided knee space.	\$1,250	CBC 11B-226.1
AccesA78	Exterior	Priority 1	FY 15-16	Gate is not accessible.	Replace gate. Provide a smooth surface at the push side and lever handle or panic bar latch.	\$4,720	CBC 11B-404.2.10 CBC 11B-404.2.7
AccesA79	Exterior	Priority 1	FY 15-16	The required 42 inches high guard is not provided at the open side of stair.	Install a guard rail at the open side, separate from the handrail.	\$3,440	CBC 1013.3
AccesA80	Exterior	Priority 1	FY 15-16	The inside handrail is not continuous at the intermediate landing. One extension is missing at the bottom.	Modify handrails as needed.	\$900	CBC 11B-505.3 CBC 11B-505.10.3
AccesA81	Exterior	Priority 1	FY 15-16	Stair treads are missing the required visual warning stripes.	The upper approach and all treads of the exterior stair shall be marked by a stripe of clearly contrasting color, 2 inches to 4 inches wide, placed parallel to and not more than 1 inch from the nose of the step or landing to alert the visually impaired.	\$1,100	CBC 11B-504.4.1
AccesA82	Exterior	Priority 1	FY 15-16	Driveway does not provide minimum 48 inch wide path with cross slopes less than 2%	Modify drive to provide minimum 48 inch wide path with cross slopes less than 2.0%	\$16,660	CBC 11B-402.2 CBC 11B-403.3
AccesA83	Exterior	Priority 1	FY 15-16	Driveway does not provide minimum 48 inch wide path with cross slopes less than 2%	Modify drive to provide minimum 48 inch wide path with cross slopes less than 2.0%	\$7,590	CBC 11B-402.2 CBC 11B-403.3

Annex Site



Photo:

Tag: AccesA01

Item: Direction Sign

Finding: The existing directional sign is insufficient.

Recommendation: Provide detailed directional signage or a directory at both entry points of the courtyard as necessary for convenient navigation

Code Reference: CBC 11B-216.6

Annex Site



Photo:

Tag: AccesA53

Item: Drain Grate

Finding: Elongated openings are not perpendicular to the dominant direction of travel.

Recommendation: Turn grate 90 degrees.

Code Reference: CBC 11B-302.3

Annex Site



Photo:

Tag: AccesA55

Item: Drain Grate

Finding: Non-compliant 4.6% slopes at grate.

Recommendation: Raise grate and surrounding surfaces to max 2.1% slope.

Code Reference: CBC 11B-403.3

Annex Site



Photo:

Tag: AccesA56

Item: Gate Landing

Finding: Slope of curb ramp interferes with the required level landing at the gate.

Recommendation: Demolish curb ramp and provide a level landing at gate. Provide new parallel curb ramp away from gate area.

Code Reference: CBC 11B-404.2.4;CBC 11B-406.3

Annex Site



Photo:

Tag: AccesA58

Item: Sidewalks

Finding: Sidewalk is not compliant, having cross slopes as high as 5.7%

Recommendation: Replace approximately 200 feet of sidewalk.

Code Reference: CBC 11B-403.3

Annex Site



Photo:

Tag: AccesA60

Item: Overhead Obstructions

Finding: The hanging plants create an overhead obstruction.

Recommendation: Remove or relocate hanging plants outside of path, or raise to provide a minimum 80 inches clear head height.

Code Reference: CBC 11B-307.4

Annex Site



Photo:

Tag: AccesA61

Item: Cane Detectable Warning Surface

Finding: The walkway is flush with the vehicular drive area without a curb or railing.

Recommendation: Provide truncated domes across the full length of the ramp within 6 inches-8 inches of the curb line.

Code Reference: CBC 11B-406.5.12;CBC 11B-

Annex Site



Photo:

Tag: AccesA62

Item: Striping

Finding: Striping and lettering are faded.

Recommendation: Restripe all accessible stalls.

Code Reference: CBC 11B-502.2

Annex Site



Photo:

Tag: AccesA63

Item: Signage

Finding: The required Tow-Away warning sign is not posted at the driveway entrance.

Recommendation: Provide a post-mounted CALTRANS R100B tow-Away warning sign at the entrance to parking.

Code Reference: CBC 11B-502.8.2; CVC 22511.8

Annex Site



Photo:

Tag: AccesA64

Item: Access Aisles

Finding: Diagonal stripes do not provide the required visual contrast with the parking surface.

Recommendation: Restripe all access aisles. Provide a blue border and white diagonal stripes when over asphalt.

Code Reference: CBC 11B-502.3.3

Annex Site



Photo:

Tag: AccesA65

Item: Stall Signs

Finding: The additional signs stating MINIMUM FINE \$250 are not provided

Recommendation: At each stall, provide the FINE sign below existing signs.

Code Reference: CBC 11B-502.6

Annex Site



Photo:

Tag: AccesA66

Item: Stall Slope

Finding: Stall shown is not level, with slopes to 2.6%.

Recommendation: Overlay stall with new asphalt to provide a level stall with slopes not to exceed 2.1%.

Code Reference: CBC 11B-502.4

Annex Site



Photo:

Tag: AccesA67

Item: Marked Crossing

Finding: Marked crossings are dark do not provide visual contrast.

Recommendation: Restripe all marked crossings in white.

Code Reference: CBC 11B-502.3.3

Annex Site



Photo:

Tag: AccesA69

Item: Stall Markings

Finding: The pavement ISAs are not located at the foot of the stalls.

Recommendation: Provide new pavements ISAs at the foot of each stall.

Code Reference: CBC 11B-502.6.4.2

Annex Site



Photo:

Tag: AccesA70

Item: Van Sign

Finding: The Van accessible stall at the East is missing the additional sign stating VAN ACCESSIBLE.

Recommendation: Provide the VAN sign below all other signs.

Code Reference: CBC 11B-502.6

Annex Site



Photo:

Tag: AccesA71

Item: Slopes

Finding: Drainage swale runs through the East accessible stalls

Recommendation: Regrade parking area and relocate drainage swale away from stalls.

Code Reference: CBC 11B-502.4

Annex Site



Photo:

Tag: AccesA72

Item: Truncated Domes

Finding: East curb ramp is missing truncated domes.

Recommendation: Install domes 36 inches deep across the ramp surface, 6 inches-8 inches from the curb face.

Code Reference: CBC 11B-406.5.12;CBC 11B-

Annex Site



Photo:

Tag: AccesA73

Item: Cross Slopes

Finding: Where the path of travel changes direction, slopes are 2.6%.

Recommendation: replace concrete at the change in direction. Slopes not to exceed 2.1% in any direction.

Code Reference: CBC 11B-403.3



Annex Site



Photo:

Tag: AccesA78

Item: Gate

Finding: Gate is not accessible.

Recommendation: Replace gate. Provide a smooth surface at the push side and lever handle or panic bar latch.

Code Reference: CBC 11B-404.2.10;CBC 11B-

Annex Site



Photo:

Tag: AccesA79

Item: Guards

Finding: The required 42 inches high guard is not provided at the open side of stair.

Recommendation: Install a guard rail at the open side, separate from the handrail.

Code Reference: CBC 1013.3

Annex Site



Photo:

Tag: AccesA80

Item: Handrails

Finding: The inside handrail is not continuous at the intermediate landing. One extension is missing qat the bottom.

Recommendation: Modify handrails as needed.

Code Reference: CBC 11B-505.3 ;CBC 11B-

Annex Site



Photo:

Tag: AccesA81

Item: Warning Stripes

Finding: Stair treads are missing the required visual warning stripes.

Recommendation: The upper approach and all treads of the exterior stair shall be marked by a stripe of clearly contrasting color, 2 inches to 4

Code Reference: CBC 11B-504.4.1

Annex Site



Photo:

Tag: AccesA82

Item: Driveway Apron - Ayon Ave

Finding: Driveway driveway does not provide minimum 48 inch wide path with cross slopes less than 2%

Recommendation: Modify drive to provide minimum 48 inch wide path with cross slopes less than 2.0%

Code Reference: CBC 11B-402.2; CBC 11B-403.3

Annex Site



Photo:

Tag: AccesA83

Item: Driveway Apron - Arrow Hwy

Finding: Driveway driveway does not provide minimum 48 inch wide path with cross slopes less than 2%

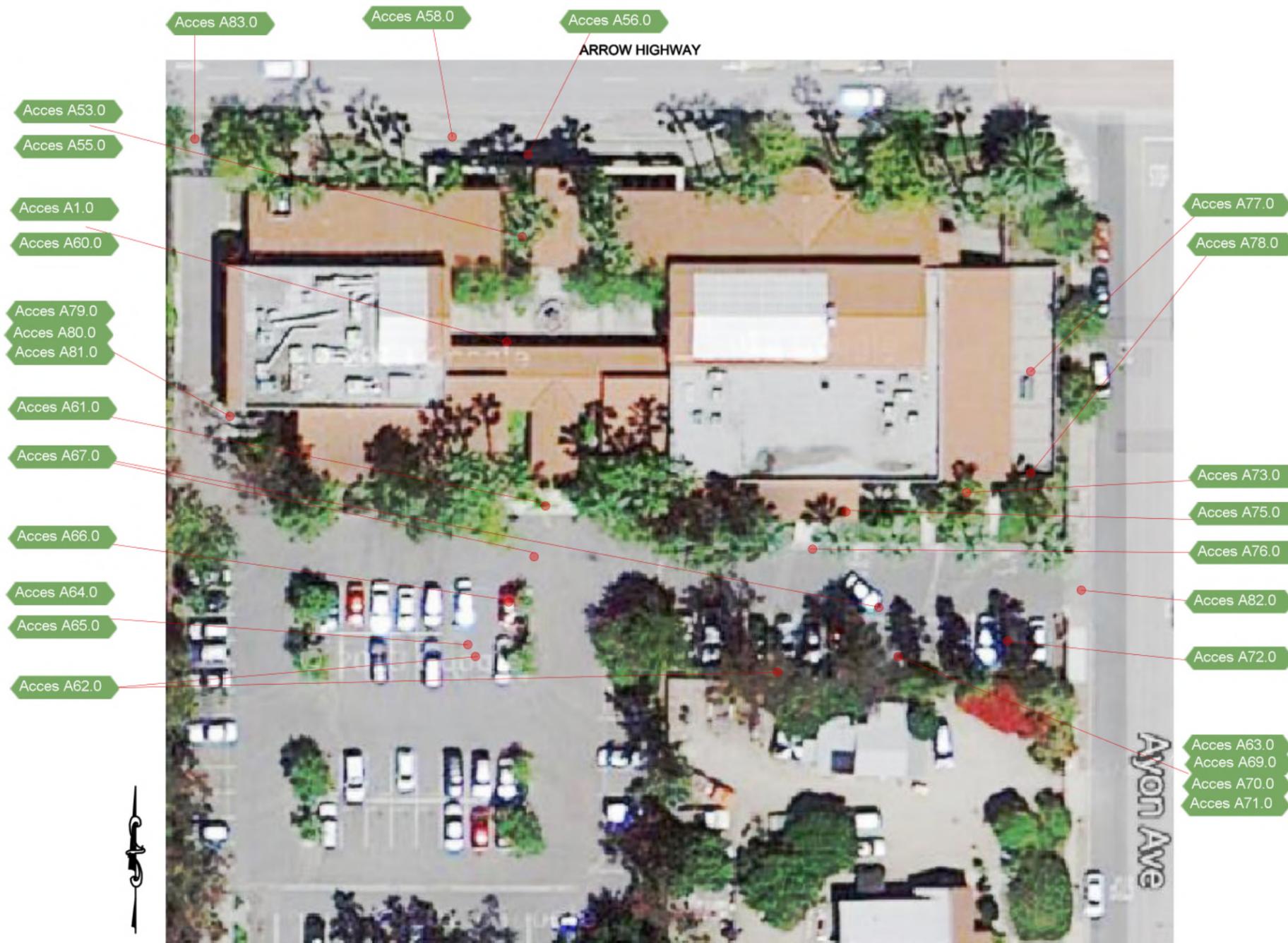
Recommendation: Modify drive to provide minimum 48 inch wide path with cross slopes less than 2.0%

Code Reference: CBC 11B-402.2; CBC 11B-403.3



# Assessment Report

**Project:** 0814.2108.01- City of Irwindale  
**Drawing:** 1- Annex-SC  
**Description:**  
**Phase:** Preliminary  
**Report Date:** 11-05-14



- A01 Direction Sign
- A53 Drain Grate
- A55 Drain Grate
- A56 Gate Landing
- A58 Sidewalks overhead
- A60 Cane Detectable Warning Surface
- A61 Striping
- A62 Signage
- A63 Access Aisles
- A64 stall signs
- A65 stall slope
- A66 Marked Crossing
- A67 stall Markings
- A69 Van Sign
- A70 Slopes
- A71 Truncated Domes
- A72 Cross slopes
- A73 Abrupt Edges
- A75 Ramp
- A76 Table
- A77 Gate
- A78 Guards
- A79 Handrails
- A80 Warning Stripes
- A81 Driveway Apron - Ayon Ave
- A82 Driveway Apron - Arrow Hwy

**BARRIER FACILITY REPORT**  
**ANNEX AND SENIOR CENTER**  
 16102 AND 16116 ARROW HIGHWAY



**Barriers Summary List**  
**Mission Rock Church - Building**

Tag #	Location	Priority	Proj Yr	Condition/Finding	Recommendation	Extended Costs	Code Reference
AccesA05	Throughout Facility	Priority 2	FY 16-18	Round door knobs are not accessible.	Replace all round door knobs with lever handles.	\$750	CBC 11B-404.2.7
AccesA06	Throughout Facility	Priority 1	FY 15-16	Tactile exit signs not provided at exit doors.	Provide a tactile exit sign at each exit door stating EXIT.	\$295	CBC 1011.4 #1
AccesA07	Church	Priority 2	FY 16-18	Wheelchair seating is not provided.	Modify pews as needed to provide a minimum of four wheelchair seating spaces dispersed throughout the seating plan.	\$4,000	CBC 11B-244.1 CBC 11B-221.2.1.1 CBC 11B-802.1
AccesA11	Church Annex	Priority 2	FY 16-18	The Unisex restroom door sign is not compliant for height, centered at 61 inches AFF.	Lower door sign, centered at 58 inches - 60 inches AFF.	\$20	CBC 11B-703.7.2.6
AccesA12	Church Annex	Priority 1	FY 15-16	Tactile wall sign not provided.	Provide a tactile wall sign with Braille at the latch side of door.	\$150	CBC 11B-216.2 CBC 11B-703.4
AccesA13	Church Annex	Priority 2	FY 16-18	The restroom does not provide the minimum 60" for wheelchair maneuverability.	Modify restroom to increase interior clear space from the existing 59 inches to a minimum 60 inches.	\$2,730	CBC 11B-603.2.1
AccesA14	Church Annex	Priority 2	FY 16-18	The WC is not compliant for location.	Relocate waste line to a position centered 17 inches - 18 inches from the side wall	\$1,850	CBC 11B-604.2
AccesA15	Church Annex	Priority 2	FY 16-18	Rear grab bar is not compliant for location.	Reset rear grab bar to provide a minimum 1-1/2 inches hand clearance at tank and extend 12 inches from the centerline of the water closet on one side and 24 inches minimum on the other side.	\$425	CBC 11B-604.5
AccesA16	Church Annex	Priority 2	FY 16-18	Soap and paper towel dispensers are not accessible, greater than 40 inches AFF.	Lower dispensers to a height of 40 inches maximum to the highest operable part.	\$550	CBC 11B-603.5

**Barriers Summary List**  
**Mission Rock Church - Building**

Tag #	Location	Priority	Proj Yr	Condition/Finding	Recommendation	Extended Costs	Code Reference
AccesA17	Church Annex	Priority 2	FY 16-18	Mirror is not compliant for height.	Lower mirror to a height of 40" maximum to the lowest reflective edge.	\$300	CBC 11B-603.3
AccesA18	Church Annex	Priority 2	FY 16-18	Knee space is not compliant under lavatory.	Raise lavatory to a rim height of 34 inches maximum.	\$1,275	CBC 11B-606.2
AccesA19	Church Annex	Priority 2	FY 16-18	Exposed pipes beneath lavatory are not covered to prevent skin contact.	Complete covering all pipes, supply lines, valves and any sharp or abrasive elements under lavatory.	\$25	CBC 11B-606.5

Mission Rock Church



Photo:

Tag: AccesA05

Item: Round Door Knobs

Finding: Round door knobs are not accessible.

Recommendation: Replace all round door knobs with lever handles.

Code Reference: CBC 11B-404.2.7

Mission Rock Church



Photo:

Tag: AccesA06

Item: Tactile Exit Signs

Finding: Tactile exit signs not provided at exit doors.

Recommendation: Provide a tactile exit sign at each exit door stating EXIT.

Code Reference: CBC 1011.4 #1

Mission Rock Church



Photo:

Tag: AccesA07

Item: Accessible Seating

Finding: Wheelchair seating is not provided.

Recommendation: Modify pews as needed to provide a minimum of four wheelchair seating spaces dispersed throughout the seating plan.

Code Reference: CBC 11B-244.1;CBC 11B-

Mission Rock Church



Photo:

Tag: AccesA11

Item: Restroom Door Sign

Finding: The Unisex restroom door sign is not compliant for height, centered at 61 inches AFF.

Recommendation: Lower door sign, centered at 58 inches - 60 inches AFF.

Code Reference: CBC 11B-703.7.2.6

Mission Rock Church



Photo:

Tag: AccesA12

Item: Tactile Wall Sign

Finding: Tactile wall sign not provided.

Recommendation: Provide a tactile wall sign with Braille at the latch side of door.

Code Reference: CBC 11B-216.2;CBC 11B-703.4

Mission Rock Church



Photo:

Tag: AccesA13

Item: Interior Space

Finding: The restroom does not provide the minimum 60 inches for wheelchair maneuverability.

Recommendation: Modify restroom to increase interior clear space from the existing 59 inches to a minimum 60 inches.

Code Reference: CBC 11B-603.2.1

Mission Rock Church



Photo:

Tag: AccesA14

Item: WC

Finding: The WC is not compliant for location.

Recommendation: Relocate waste line to a position centered 17 inches -18 inches from the side wall

Code Reference: CBC 11B-604.2

Mission Rock Church



Photo:

Tag: AccesA15

Item: Rear Grab Bar

Finding: Rear grab bar is not compliant for location.

Recommendation: Reset rear grab bar to provide a minimum 1-1/2 inches hand clearance at tank and extend 12 inches from the centerline of the water

Code Reference: CBC 11B-604.5

Mission Rock Church



Photo:

Tag: AccesA16

Item: Dispensers

Finding: Soap and paper towel dispensers are not accessible, greater than 40 inches AFF.

Recommendation: Lower dispensers to a height of 40 inches maximum to the highest operable part.

Code Reference: CBC 11B-603.5

Mission Rock Church



Photo:

Tag: AccesA17

Item: Mirror

Finding: Mirror is not compliant for height.

Recommendation: Lower mirror to a height of 40 inches maximum to the lowest reflective edge.

Code Reference: CBC 11B-603.3

Mission Rock Church



Photo:

Tag: AccesA19

Item: Lavatory

Finding: Exposed pipes beneath lavatory are not covered to prevent skin contact.

Recommendation: Complete covering all pipes, supply lines, valves and any sharp or abrasive elements under lavatory.

Code Reference: CBC 11B-606.5

Item:

Finding:

Recommendation:

Photo:

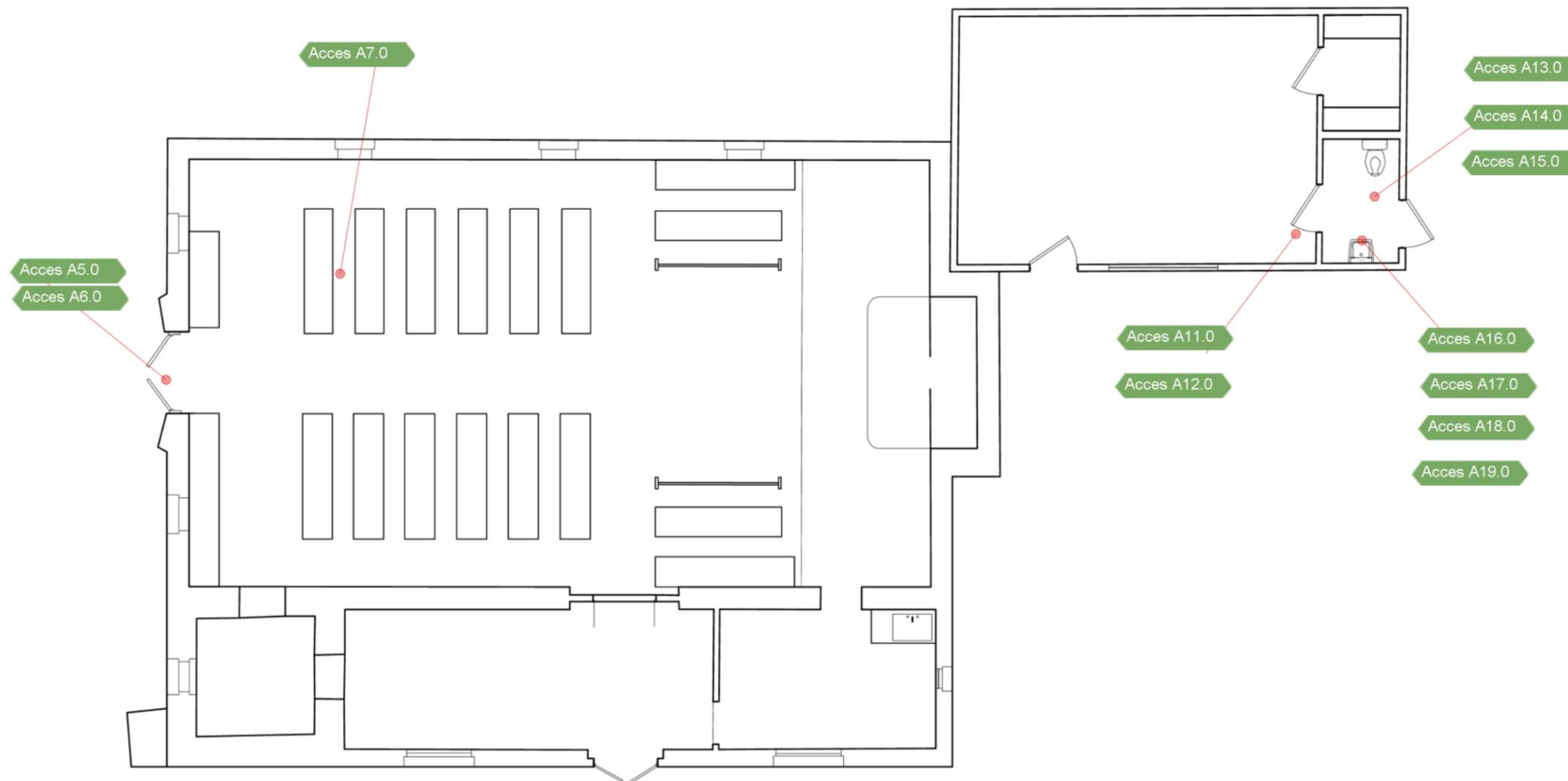
Tag:

Code Reference:



# Assessment Report

**Project:** 0814.2108.01- City of Irwindale  
**Drawing:** 1- MRC  
**Description:**  
**Phase:** Preliminary  
**Report Date:** 11-05-14



- A05 Round Door Knobs
- A06 Tactile Exit Signs
- A07 Accessible Seating
- A11 Restroom Door Sign
- A12 Tactile wall sign
- A13 Interior Space
- A14 WC
- A15 Rear Grab Bar
- A16 Dispensers
- A17 Mirror
- A18 Lavatory
- A19 Lavatory

## BARRIER FACILITY REPORT MISSION ROCK CHURCH

16239 ARROW HIGHWAY

**Barriers Summary List**  
**Mission Rock Church - Exterior**

Tag #	Location	Priority	Proj Yr	Condition/Finding	Recommendation	Extended Costs	Code Reference
AccesA01	Exterior	Priority 1	FY 15-16	Accessible parking is not provided.	Stripe one Van Accessible parking stall with a compliant access aisle, a minimum 8 feet wide and post-mounted reflectorized stall signage. Stall shall be located as close as possible to the entrance door.	\$720	CBC 11B-502
AccesA02	Exterior	Priority 1	FY 15-16	A Tow-away warning sign is not provided.	Provide a post-mounted CALTRANS R100B tow sign, located within direct view of the accessible stall.	\$250	CBC 11B-502.8.2 CVC 22511.8(e)
AccesA03	Exterior	Priority 1	FY 15-16	The side doors closest to accessible parking are not compliant for width with each door leaf providing 21 inches clear.	Replace the double doors with a single door to provide a minimum clear width of 32 inches.	\$2,825	CBC 11B-404.2.3
AccesA04	Exterior	Priority 1	FY 15-16	East door not indicated as the accessible entrance.	Provide an ISA sign to indicate the entrance is accessible.	\$75	CBC 11B-216.6
AccesA08	Exterior	Priority 1	FY 15-16	Handrails not provided at front stair.	Provide handrails at both sides of stair	\$1,500	CBC 11B-505.2
AccesA09	Exterior	Priority 1	FY 15-16	Stair treads missing visual warning stripes.	Provide contrasting color stripes at each tread.	\$160	CBC 11B-504.4.1
AccesA10	Exterior	Priority 1	FY 15-16	The front doors are not accessible due to the width of each door leaf.	Provide an ISA sign indicating the accessible entrance is at the East side, with an arrow pointing right.	\$250	CBC 11B-216.6
AccesA20	Exterior	Priority 1	FY 15-16	The curb ramp is not compliant.	Rebuild curb ramp.	\$2,655	CBC 11B-406.1

Mission Rock Church Site



Photo:

Tag: AccesA01

Item: Accessible parking stall

Finding: Accessible parking is not provided.

Recommendation: Stripe one Van Accessible parking stall with a compliant access aisle, a minimum 8 feet wide and post-mounted

Code Reference: CBC 11B-502

Mission Rock Church Site



Photo:

Tag: AccesA02

Item: Signage

Finding: A Tow-away warning sign is not provided.

Recommendation: Provide a post-mounted CALTRANS R100B tow sign, located within direct view of the accessible stall.

Code Reference: CBC 11B-502.8.2;CVC 22511.8

Mission Rock Church Site



Photo:

Tag: AccesA03

Item: Door Width

Finding: The side doors closest to accessible parking are not compliant for width with each door leaf providing 21 inches clear.

Recommendation: Replace the double doors with a single door to provide a minimum clear width of 32 inches.

Code Reference: CBC 11B-404.2.3

Mission Rock Church Site



Photo:

Tag: AccesA04

Item: ISA Entrance Sign

Finding: East door not indicated as the accessible entrance.

Recommendation: Provide an ISA sign to indicate the entrance is accessible.

Code Reference: CBC 11B-216.6

Mission Rock Church Site



Photo:

Tag: AccesA08

Item: Stair Handrails

Finding: Handrails not provided at front stair.

Recommendation: Provide handrails at both sides of stair

Code Reference: CBC 11B-505.2

Mission Rock Church Site



Photo:

Tag: AccesA09

Item: Warning Stripes

Finding: Stair treads missing visual warning stripes.

Recommendation: Provide contrasting color stripes at each tread.

Code Reference: CBC 11B-504.4.1

Mission Rock Church Site



Photo: Tag: AccesA10

Item: Accessible Entrance

Finding: The front doors are not accessible due to the width of each door leaf.

Recommendation: Provide an ISA sign indicating the accessible entrance is at the East side, with an arrow pointing right.

Code Reference: CBC 11B-216.6

Mission Rock Church Site



Photo: Tag: AccesA20

Item: Curb Ramp

Finding: The curb ramp is not compliant.

Recommendation: Rebuild curb ramp.

Code Reference: CBC 11B-406.1

Item:

Finding:

Recommendation:

Photo: Tag:

Code Reference:



# Assessment Report

Project: 0814.2108.01- City of Irwindale  
 Drawing: 1- MRC-Site  
 Description:  
 Phase: Preliminary  
 Report Date: 11-05-14

- A01 Accessible parking
- A02 Signage
- A03 Door width
- A04 ISA Entrance Sign
- A08 Stair Handrails
- A09 Warning Stripes
- A10 Accessible Entrance
- A20 Curb Ramp

## BARRIER FACILITY REPORT MISSION ROCK CHURCH

16239 ARROW HIGHWAY



**Barriers Summary List  
Post Office Building**

Tag #	Location	Priority	Proj Yr	Condition/Finding	Recommendation	Extended Costs	Code Reference
AccesA10	Entrance	Priority 2	FY 16-18	Entrance doors require excessive force to open.	Adjust door closers to provide a maximum of 5 lbf operational effort and so that from an open position of 90 degrees, the time required to move the door to a position of 12 degrees from the latch is 5 seconds minimum.	\$65	CBC 11B-404.2.8.1 CBC 11B-404.2.9
AccesA11	Lobby	Priority 2	FY 16-18	The work counter is not wheelchair accessible.	Provide an additional counter with a surface height of 28 inches-34 inches AFF, or modify the existing counter to a height not to exceed 34 inches AFF.	\$1,125	CBC 11B-227.3 CBC 11B-904.4
AccesA12	Lobby	Priority 2	FY 16-18	Service counter at door is not compliant for height.	Create a written policy where disabled persons will be greeted and helped at the public side of the door.	\$0	28 C.F.R. 36.304(c)(2)
AccesA13	Reception	Priority 2	FY 16-18	Door stop at the push side interferes with the required smooth surface.	Remove door stop.	\$15	CBC 11B-404.2.10
AccesA14	Reception	Priority 2	FY 16-18	Knee space is blocked by waste can.	Remove waste can.	\$0	CBC 11B-902.3
AccesA15	Reception	Priority 2	FY 16-18	A POS machine is not provided at the lowered service desk.	Remove display items and provide an accessible POS machine.at the lowered counter.	\$0	CBC 11B-707.3
AccesA16	Reception	Priority 2	FY 16-18	Tactile exit sign not provided at door.	Provide a tactile exit sign stating EXIT ROUTE.	\$75	CBC 1011.4 #4
AccesA17	Lobby	Priority 2	FY 16-18	Tactile exit sign not provided at door.	Provide a tactile exit sign stating EXIT.	\$75	CBC 1011.4 #1

Post Office



Photo:

Tag: AccesA10

Item: Door Closers

Finding: Entrance doors require excessive force to open.

Recommendation: Adjust door closers to provide a maximum of 5 lbf operational effort as required by code.

Code Reference: CBC 11B-404.2.8.1;CBC 11B-

Post Office



Photo:

Tag: AccesA11

Item: Counter Height

Finding: The work counter is not wheelchair accessible.

Recommendation: Provide an additional counter with a surface height of 28 inches-34 inches AFF.

Code Reference: CBC 11B-227.3;CBC 11B-904.4

Post Office



Photo:

Tag: AccesA12

Item: Service Door Counter

Finding: Service counter at door is not compliant for height.

Recommendation: Create a written policy where disabled persons will be greeted and helped at the public side of the door.

Code Reference: 28 C.F.R. 36.304(c)(2)

Post Office



Photo:

Tag: AccesA13

Item: Smooth Surface

Finding: Door stop at the push side interferes with the required smooth surface.

Recommendation: Remove door stop.

Code Reference: CBC 11B-404.2.10

Post Office



Photo:

Tag: AccesA14

Item: Knee Space

Finding: Knee space is blocked by waste can.

Recommendation: Remove waste can.

Code Reference: CBC 11B-902.3

Post Office



Photo:

Tag: AccesA15

Item: Point Of Sale (POS) machine.

Finding: A POS machine is not provided at the lowered service desk.

Recommendation: Remove display items and provide an accessible POS machine at the lowered counter.

Code Reference: CBC 11B-707.3

Post Office



Photo:

Tag: AccesA16

Item: Exit Sign

Finding: Tactile exit sign not provided at door.

Recommendation: Provide a tactile exit sign stating EXIT ROUTE.

Code Reference: CBC 1011.4 #4

Post Office



Photo:

Tag: AccesA17

Item: Exit Sign

Finding: Tactile exit sign not provided at door.

Recommendation: Provide a tactile exit sign stating EXIT.

Code Reference: CBC 1011.4 #1

Item:

Finding:

Recommendation:

Photo:

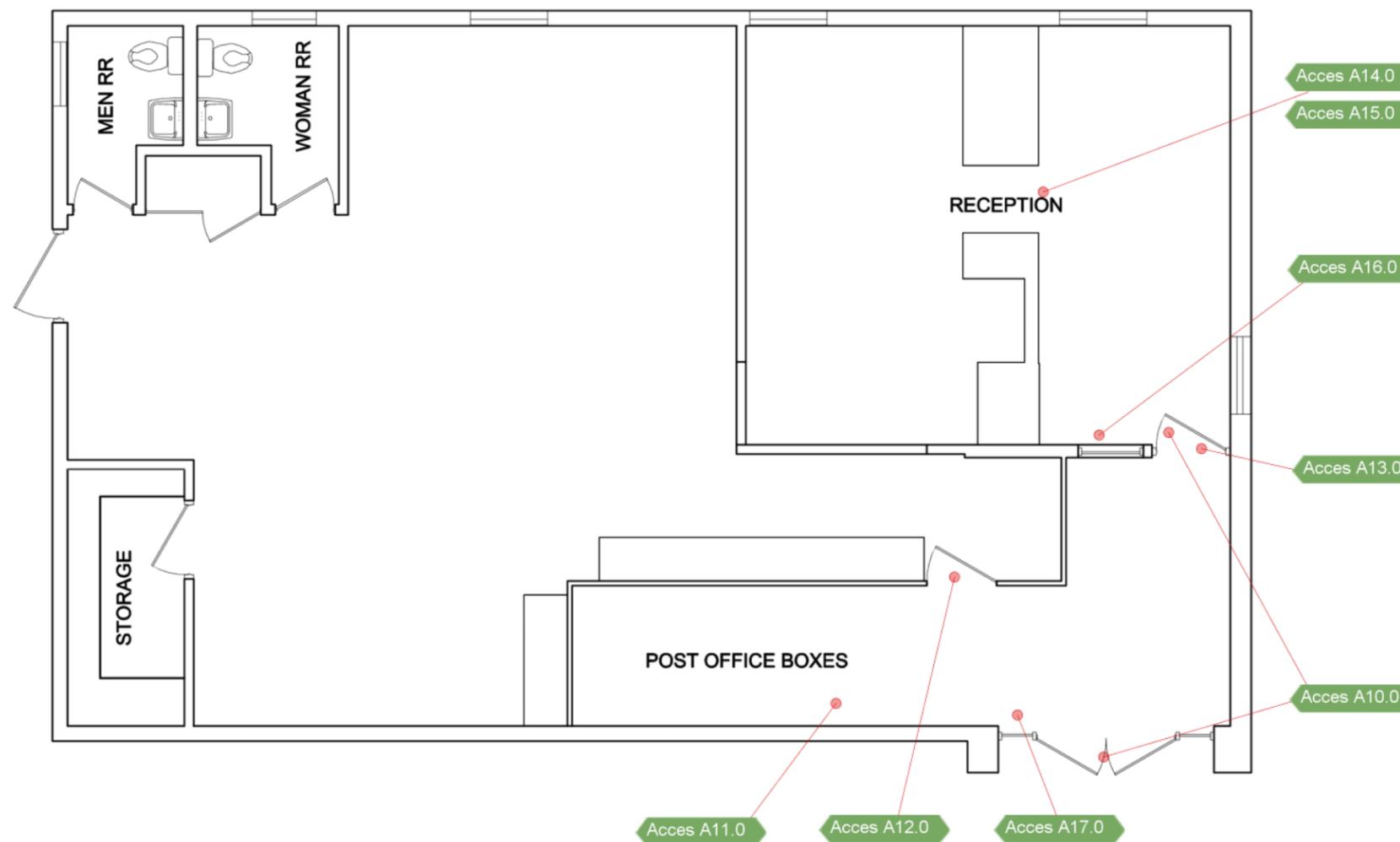
Tag:

Code Reference:



# Assessment Report

**Project:** 0814.2108.01- City of Irwindale  
**Drawing:** 1- PO  
**Description:**  
**Phase:** Preliminary  
**Report Date:** 11-05-14



- A10 Door Closers
- A11 Counter Height
- A12 Service Door Counter
- A13 Smooth Surface
- A14 Knee Space
- A15 Point of sale (POS)
- A16 Exit Sign
- A17 Exit Sign

**BARRIER FACILITY REPORT**  
**POST OFFICE**  
 16025 CALLE DEL NORTE



**Barriers Summary List**  
**Post Office Exterior**

Tag #	Location	Priority	Proj Yr	Condition/Finding	Recommendation	Extended Costs	Code Reference
AccesA01	Exterior	Priority 1	FY 15-16	Tow-Away warning sign - Vehicle reclaiming information added to the sign is not a minimum 1 inch high.	Provide new lettering for vehicle reclaiming - a minimum 1 inch high.	\$125	CBC 11B-502.8.2 CVC 22511.8(e)
AccesA02	Exterior	Priority 1	FY 15-16	Stall is not compliant for width.	Restripe stall - 9 feet wide minimum.	\$95	CBC 11B-502.2
AccesA03	Exterior	Priority 1	FY 15-16	Stall stripes are faded.	Restripe stall and access aisle.	\$290	CBC 11B-502.1
AccesA04	Exterior	Priority 1	FY 15-16	Lettering not provided stating NO PARKING.	At the foot of the access aisle, paint the words NO PARKING in lettering a minimum 12 inches high.	\$60	CBC 11B-502.3.3
AccesA05	Exterior	Priority 1	FY 15-16	Access aisle is not level, with slopes to 2.6%.	Remove and replace concrete at access aisle. Slopes not to exceed 2.1% in any direction.	\$1,030	CBC 11B-502.4
AccesA06	Exterior	Priority 1	FY 15-16	The bottom ramp landing is not level, with a 3.0% slope.	Remove and replace concrete ramp.	\$2,740	CBC 11B-405.7
AccesA07	Exterior	Priority 1	FY 15-16	Handrail extensions are not compliant for length, at 10 inches.	Modify handrail extensions to a minimum 12 inches before turning down.	\$280	CBC 11B-505.10.1 CBC 11B-505.10.2
AccesA08	Exterior	Priority 1	FY 15-16	Slope at lower ramp section is excessive, at 9.3%.	Replace ramp using the least slope possible, not to exceed 8.33%.	\$3,380	CBC 11B-405.2
AccesA09	Exterior	Priority 1	FY 15-16	Fire hydrant blocks access to and from the curb ramp.	Provide a clear path around the fire hydrant, a minimum 48 inches wide.	\$3,580	CBC 11B-403.5.1 Exception #3

Post Office Site



Photo:

Tag: AccesA01

Item: Tow-Away Warning Sign

Finding: Tow-Away warning sign - Vehicle reclaiming information added to the sign is not a minimum 1 inch high.

Recommendation: Provide new lettering for vehicle reclaiming - a minimum 1 inch high.

Code Reference: CBC 11B-502.8.2;CVC 22511.8

Post Office Site



Photo:

Tag: AccesA02

Item: Accessible Stall

Finding: Stall is not compliant for width.

Recommendation: Restripe stall - 9 feet wide minimum.

Code Reference: CBC 11B-502.2

Post Office Site



Photo:

Tag: AccesA03

Item: Accessible Stall

Finding: Stall stripes are faded.

Recommendation: Restripe stall and access aisle.

Code Reference: CBC 11B-502.1

Post Office Site



Photo:

Tag: AccesA04

Item: Access Aisle

Finding: Lettering not provided stating NO PARKING.

Recommendation: At the foot of the access aisle, paint the words NO PARKING in lettering a minimum 12 inches high.

Code Reference: CBC 11B-502.3.3

Post Office Site



Photo:

Tag: AccesA05

Item: Access Aisle

Finding: Access aisle is not level, with slopes to 2.6%.

Recommendation: Remove and replace concrete at access aisle. Slopes not to exceed 2.1% in any direction.

Code Reference: CBC 11B-502.4

Post Office Site

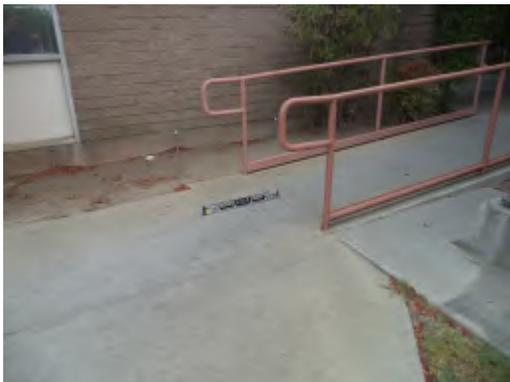


Photo:

Tag: AccesA06

Item: Ramp Landing

Finding: The bottom ramp landing is not level, with a 3.0% slope.

Recommendation: Remove and replace concrete ramp.

Code Reference: CBC 11B-405.7

Post Office Site



Photo:

Tag: AccesA07

Item: Handrails

Finding: Handrail extensions are not compliant for length, at 10 inches.

Recommendation: Modify handrail extensions to a minimum 12 inches before turning down.

Code Reference: CBC 11B-505.10.1;CBC 11B-

Post Office Site



Photo:

Tag: AccesA08

Item: Ramp Slope

Finding: Slope at lower ramp section is excessive, at 9.3%.

Recommendation: Replace ramp using the least slope possible, not to exceed 8.33%.

Code Reference: CBC 11B-405.2

Post Office Site

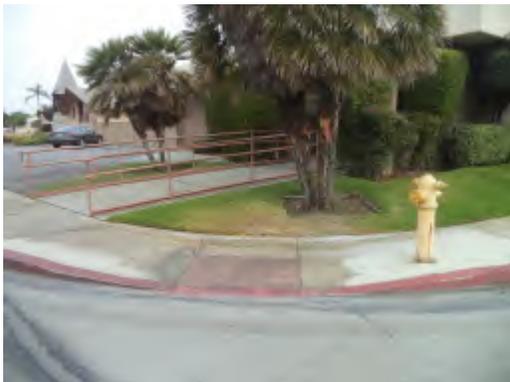


Photo:

Tag: AccesA09

Item: Fire Hydrant

Finding: Fire hydrant blocks access to and from the curb ramp.

Recommendation: Provide a clear path around the fire hydrant, a minimum 48 inches wide.

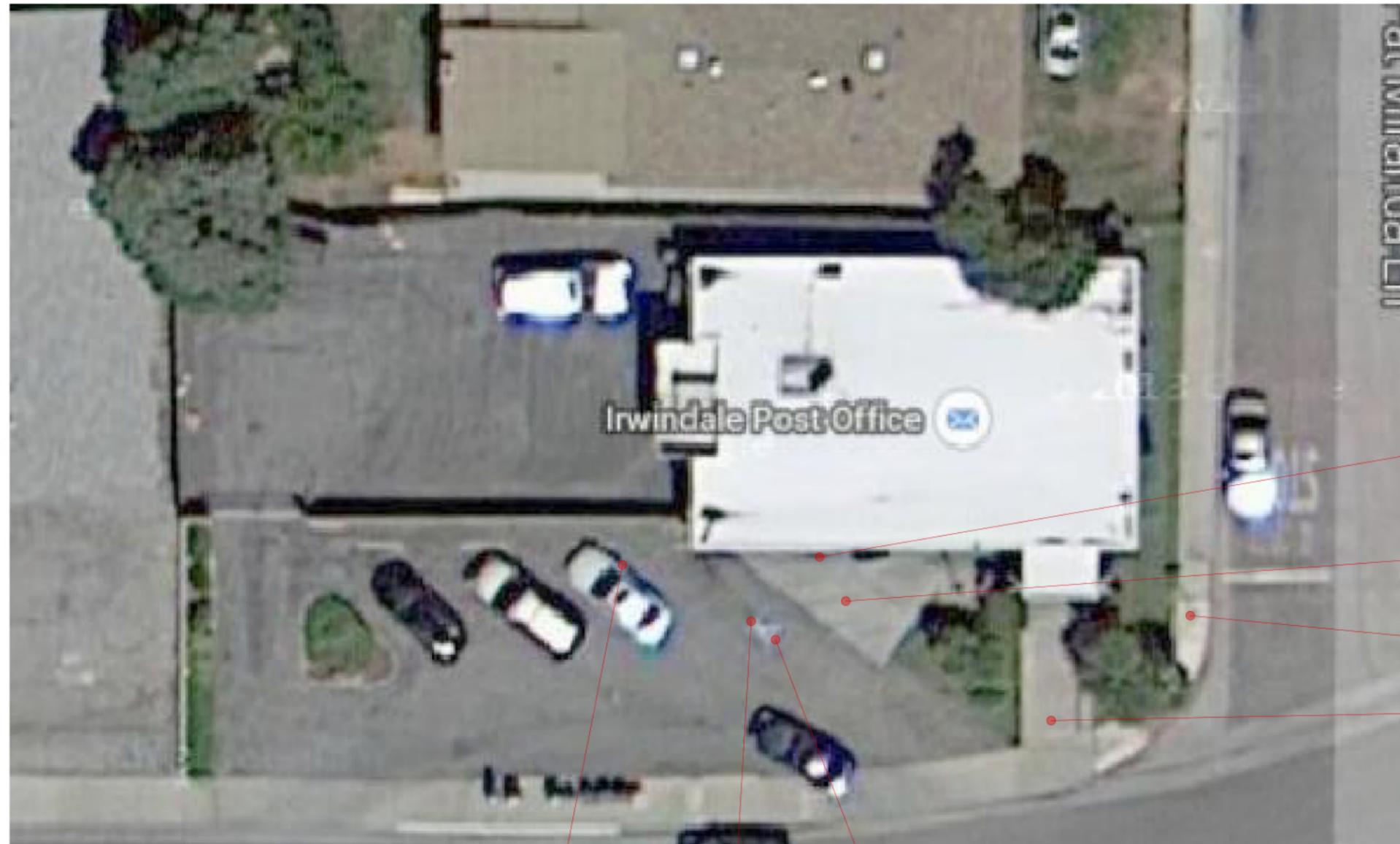
Code Reference: CBC 11B-403.5.1 Exception #3



# Assessment Report

**Project:** 0814.2108.01- City of Irwindale  
**Drawing:** 1- PO-site  
**Description:**  
**Phase:** Preliminary  
**Report Date:** 11-05-14

- A01 Tow-Away warning
- A02 Accessible Stall
- A03 Accessible Stall
- A04 Access Aisle
- A05 Access Aisle
- A06 Ramp Landing
- A07 Handrails
- A08 Ramp Slope
- A09 Fire Hydrant



Acces A1.0

Acces A2.0

Acces A3.0

Acces A6.0

Acces A7.0

Acces A4.0

Acces A5.0

Acces A9.0

Acces A8.0

## BARRIER FACILITY REPORT

### POST OFFICE

16025 CALLE DEL NORTE



**Barriers Summary List**  
**Irwindale Park Restrooms**

Tag #	Location	Priority	Proj Yr	Condition/Finding	Recommendation	Extended Costs	Code Reference
AccesA01.0	South Restrooms - Women's	Priority 2	FY 16-18	The required geometric restroom sign has not been provided for the Women's restroom.	At the doorway to the restroom, provide the proper geometric sign 1/4 inch thick, 12 inches in diameter, centered at 60 inches AFF.	\$75	CBC 11B-703.7.2.6
AccesA02.0	South Restrooms - Both	Priority 2	FY 16-18	Entrances are not compliant for clear door width at 30-3/4 inches.	Remove and replace existing doors with 36 inches wide doors.	\$4,795	CBC 11B-404.2.3
AccesA03.0	South Restrooms - Both	Priority 2	FY 16-18	Lavatory pipes are not wrapped.	Cover all drain pipes, valves and supply lines to prevent skin contact.	\$100	CBC 11B-606.5
AccesA04.0	South Restrooms - Both	Priority 2	FY 16-18	Mirrors are not compliant for height at 42 inches.	Lower a minimum of on mirror at each restroom to a height not to exceed 40 inches AFF to the lowest reflective edge.	\$215	CBC 11B-603.3
AccesA05.0	South Restrooms - Both	Priority 2	FY 16-18	Hand dryers are not accessible.	Lower the hand dryer at each restroom to a height not to exceed 40 inches AFF to the highest operable part.	\$1,000	CBC 11B-603.5
AccesA06.0	South Restrooms - Women's	Priority 2	FY 16-18	Stall door is not self-closing.	Replace the self-closing hinges.	\$190	CBC 11B-604.8.1.2
AccesA07.0	South Restrooms - Women's	Priority 2	FY 16-18	The required U-shaped handle is not provided at both sides of the door.	Provide a U-shaped pull handle at both sides of door. The interior pull handle shall be installed immediately below the latch.	\$125	CBC 11B-604.8.1.2
AccesA08.0	South Restrooms - Women's	Priority 2	FY 16-18	WC is not compliant for location, centered at 18-3/8 inches from the side partition. Stall is not compliant for size.	Remove one WC to enlarge the accessible stall. Reconfigure partition panels as needed and center the WC at 18 inches from the side panel.	\$3,730	CBC 11B-604. ;CBC 11B-604.3.1
AccesA09.0	South Restrooms - Women's	Priority 2	FY 16-18	Grab bars are not compliant for location.	Reset grab bars.	\$355	CBC 11B-604.5

**Barriers Summary List**  
**Irwindale Park Restrooms**

Tag #	Location	Priority	Proj Yr	Condition/Finding	Recommendation	Extended Costs	Code Reference
AccesA10.0	South Restrooms - Men's	Priority 2	FY 16-18	Side grab bar not provided.	Provide side grab bar.	\$105	CBC 11B-604.5
AccesA11.0	South Restrooms - Men's	Priority 2	FY 16-18	Geometric restroom sign is not compliant for height, centered at 63 inches AFF.	Lower geometric sign, centered at 60 inches AFF.	\$25	CBC 11B-703.7.2.6
AccesA12.0	South Restrooms - Men's	Priority 2	FY 16-18	Entrance to the Men's room has compound cross slopes.	Remove and replace the concrete approach to the restroom. Cross slopes at a change in direction shall not exceed 2.1% in any direction.	\$19,175	CBC 11B-403.3
AccesA13.0	South Restrooms - Men's	Priority 2	FY 16-18	The required tactile wall sign is not provided at the entrance doorway.	Provide a tactile wall sign with Raised lettering, Grade 2 Braille and a male gender pictogram with ISA, mounted at the wall at the latch side of door.	\$75	CBC 11B-216.2 CBC 11B-703.1
AccesA14.0	South Restrooms - Men's	Priority 2	FY 16-18	The required interior space is not provided.	Remove one urinal and move the block partition wall. Relocate WC as needed to increase interior clear space.	\$6,885	CBC 11B-604.8.1.1
AccesA15.0	South Restrooms - Men's	Priority 2	FY 16-18	The flush handle is not located at the wide side of the stall.	Replace tank. Handle shall be located at the side opposite the side wall.	\$375	CBC 11B-604.6
AccesA16.0	South Restrooms - Men's	Priority 2	FY 16-18	The urinal is not compliant for projection from the wall. Flush handle height is not accessible at 48 inches.	Remove and replace urinal. Rim shall project a minimum 13-1/2 inches from the wall. Handle height not to exceed 44 inches AFF.	Included in AccesA14.0	CBC 11B-605.2
AccesA17.0	North Restrooms - Women's	Priority 2	FY 16-18	Geometric restroom entrance sign fail to provide the required visual contrast with the color of the wall.	Replace the geometric door sign with a dark color sign centered at 60 inches AFF.	\$150	CBC 11B-703.7.2.6
AccesA18.0	Both North Restrooms	Priority 2	FY 16-18	The required tactile wall signs are not provided at the entrance doorways to both restrooms.	Provide tactile wall signs with raised lettering, Grade 2 Braille and a proper gender pictograms with ISA, mounted at the wall at the latch side of doors.	\$150	CBC 11B-216.2 CBC 11B-703.1

**Barriers Summary List**  
**Irwindale Park Restrooms**

Tag #	Location	Priority	Proj Yr	Condition/Finding	Recommendation	Extended Costs	Code Reference
AccesA19.0	Both North Restrooms	Priority 2	FY 16-18	Lavatory pipes are not wrapped.	Cover all drain pipes, valves and supply lines to prevent skin contact.	\$100	CBC 11B-606.5
AccesA20.0	Both North Restrooms	Priority 2	FY 16-18	Lavatory knee space is not compliant for height.	Raise all lavatories to a rim height of 34 inches AFF.	\$5,820	CBC 11B-606.2
AccesA21.0	North Restrooms - Women's	Priority 2	FY 16-18	The required 60 inch diameter turning radius is not provided within the stall.	Reconfigure partition panels to increase interior space. Relocate WC as needed.	\$3,730	CBC 11B-603.2.1
AccesA22.0	North Restrooms - Women's	Priority 2	FY 16-18	Stall door is not self-closing.	Replace the self-closing hinges.	\$190	CBC 11B-604.8.1.2
AccesA23.0	North Restrooms - Women's	Priority 2	FY 16-18	The required U-shaped handle is not provided at both sides of the door.	Provide a U-shaped pull handle at both sides of door. The interior pull handle shall be installed immediately below the latch.	\$125	CBC 11B-604.8.1.2
AccesA24.0	North Restrooms - Men's	Priority 2	FY 16-18	Geometric restroom entrance sign is not compliant for height, centered at 66 inches AFF	Lower sign, centered at 60 inches AFF.	\$50	CBC 11B-703.7.2.6
AccesA25.0	North Restrooms - Men's	Priority 2	FY 16-18	Hand dryer is not accessible for height.	Lower hand dryer to 40 inches maximum AFF to the highest operable part.	\$1,000	CBC 11B-603.5
AccesA26.0	North Restrooms - Men's	Priority 2	FY 16-18	The accessible urinal is not compliant. Rim projects only 12 inches from wall.	Replace fixture with a compliant fixture having a rim projection of 13-1/2 inches minimum.	\$5,990	CBC 11B-605.2
AccesA27.0	North Restrooms - Men's	Priority 2	FY 16-18	The required 60 inch diameter turning radius is not provided within the stall.	Reconfigure stall to increase interior space. Relocate WC as needed.	included in 26	CBC 11B-603.2.1

Irwindale Park Restroom



Photo:

Tag: AccesA01

Item: Signage

Finding: The required geometric restroom sign has not been provided for the Women's restroom.

Recommendation: At the doorway to the restroom, provide the proper geometric sign 1/4 inch thick, 12 inches in diameter, centered at 60 inches AFF.

Code Reference: CBC 11B-703.7.2.6

Irwindale Park Restroom



Photo:

Tag: AccesA02

Item: Door Width

Finding: Entrances are not compliant for clear door width at 30-3/4 inches.

Recommendation: Remove and replace existing doors with 36 inches wide doors.

Code Reference: CBC 11B-404.2.3

Irwindale Park Restroom



Photo:

Tag: AccesA03

Item: Lavatories

Finding: Lavatory pipes are not wrapped.

Recommendation: Cover all drain pipes, valves and supply lines to prevent skin contact.

Code Reference: CBC 11B-606.5

Irwindale Park Restroom



Photo:

Tag: AccesA04

Item: Mirrors

Finding: Mirrors are not compliant for height at 42 inches.

Recommendation: Lower a minimum of on mirror at each restroom to a height not to exceed 40 inches AFF to the lowest reflective edge.

Code Reference: CBC 11B-603.3

Irwindale Park Restroom



Photo:

Tag: AccesA05

Item: Hand Dryers

Finding: Hand dryers are not accessible.

Recommendation: Lower the hand dryer at each restroom to a height not to exceed 40 inches AFF to the highest operable part.

Code Reference: CBC 11B-603.5

Irwindale Park Restroom



Photo:

Tag: AccesA06

Item: Stall Door

Finding: Stall door is not self-closing.

Recommendation: Replace the self-closing hinges.

Code Reference: CBC 11B-604.8.1.2

Irwindale Park Restroom



Photo:

Tag: AccesA07

Item: Stall Door

Finding: The required U-shaped handle is not provided at both sides of the door.

Recommendation: Provide a U-shaped pull handle at both sides of door. The interior pull handle shall be installed immediately below the latch.

Code Reference: CBC 11B-604.8.1.2

Irwindale Park Restroom



Photo:

Tag: AccesA08

Item: WC

Finding: WC is not compliant for location, centered at 18-3/8 inches from the side partition. Stall is not compliant for size.

Recommendation: Remove one WC to enlarge the accessible stall. Reconfigure partition panels as needed and center the WC at 18 inches from the

Code Reference: CBC 11B-604.2;CBC 11B-604.3.1

Irwindale Park Restroom



Photo:

Tag: AccesA09

Item: Grab Bars

Finding: Grab bars are not compliant for location.

Recommendation: Reset grab bars.

Code Reference: CBC 11B-604.5

Irwindale Park Restroom



Photo: Tag: AccesA10

Item: Grab Bars

Finding: Side grab bar not provided.

Recommendation: Provide side grab bar.

Code Reference: CBC 11B-604.5

Irwindale Park Restroom



Photo: Tag: AccesA11

Item: Signage

Finding: Geometric restroom sign is not compliant for height, centered at 63 inches AFF.

Recommendation: Lower geometric sign, centered at 60 inches AFF.

Code Reference: CBC 11B-703.7.2.6

Irwindale Park Restroom

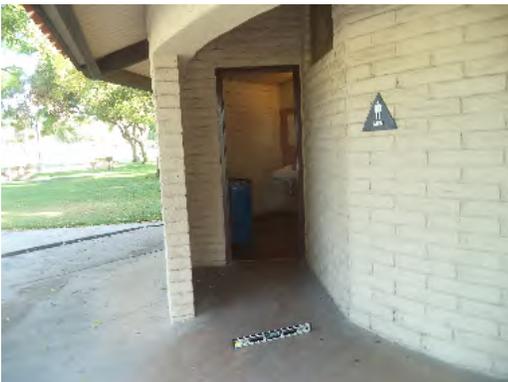


Photo: Tag: AccesA12

Item: Sloped Walk

Finding: Entrance to the Men's room has compound cross slopes.

Recommendation: Remove and replace the concrete approach to the restroom. Cross slopes at a change in direction shall not exceed 2.1% in any

Code Reference: CBC 11B-403.3

Irwindale Park Restroom



Photo: Tag: AccesA13

Item: Signage

Finding: The required tactile wall sign is not provided at the entrance doorway.

Recommendation: Provide a tactile wall sign with Raised lettering, Grade 2 Braille and a male gender pictogram with ISA, mounted at the wall at the latch

Code Reference: CBC 11B-216.2;CBC 11B-703.1

Irwindale Park Restroom



Photo: Tag: AccesA14

Item: Accessible Stall

Finding: The required interior space is not provided.

Recommendation: Remove one urinal and move the block partition wall. Relocate WC as needed to increase interior clear space.

Code Reference: CBC 11B-604.8.1.1

Irwindale Park Restroom



Photo: Tag: AccesA15

Item: WC

Finding: The flush handle is not located at the wide side of the stall.

Recommendation: Replace tank. Handle shall be located at the side opposite the side wall.

Code Reference: CBC 11B-604.6

Irwindale Park Restroom



Photo:

Tag: AccesA16

Item: Urinal

Finding: The urinal is not compliant for projection from the wall. Flush handle height is not accessible at 48 inches.

Recommendation: Remove and replace urinal. Rim shall project a minimum 13-1/2 inches from the wall. Handle height not to exceed 44 inches AFF.

Code Reference: CBC 11B-605.2

Irwindale Park Restroom



Photo:

Tag: AccesA17

Item: Signage

Finding: Geometric restroom entrance sign fail to provide the required visual contrast with the color of the wall.

Recommendation: Replace the geometric door sign with a dark color sign centered at 60 inches AFF.

Code Reference: CBC 11B-703.7.2.6

Irwindale Park Restroom



Photo:

Tag: AccesA18

Item: Signage

Finding: The required tactile wall signs are not provided at the entrance doorways to both restrooms.

Recommendation: Provide tactile wall signs with raised lettering, Grade 2 Braille and a proper gender pictograms with ISA, mounted at the wall at

Code Reference: CBC 11B-216.2;CBC 11B-703.1

Irwindale Park Restroom



Photo: Tag: AccesA19

Item: Lavatories

Finding: Lavatory pipes are not wrapped.

Recommendation: Cover all drain pipes, valves and supply lines to prevent skin contact.

Code Reference: CBC 11B-606.5

Irwindale Park Restroom



Photo: Tag: AccesA20

Item: Lavatories

Finding: Lavatory knee space is not compliant for height.

Recommendation: Raise all lavatories to a rim height of 34 inches AFF.

Code Reference: CBC 11B-606.2

Irwindale Park Restroom



Photo: Tag: AccesA21

Item: Accessible Stall

Finding: The required 60 inch diameter turning radius is not provided within the stall.

Recommendation: Reconfigure partition panels to increase interior space. Relocate WC as needed.

Code Reference: CBC 11B-603.2.1

Irwindale Park Restroom



Photo: Tag: AccesA22

Item: Accessible Stall

Finding: Stall door is not self-closing.

Recommendation: Replace the self-closing hinges.

Code Reference: CBC 11B-604.8.1.2

Irwindale Park Restroom



Photo: Tag: AccesA23

Item: Accessible Stall

Finding: The required U-shaped handle is not provided at both sides of the door.

Recommendation: Provide a U-shaped pull handle at both sides of door. The interior pull handle shall be installed immediately below the latch.

Code Reference: CBC 11B-604.8.1.2

Irwindale Park Restroom



Photo: Tag: AccesA24

Item: Signage

Finding: Geometric restroom entrance sign is not compliant for height, centered at 66 inches AFF

Recommendation: Lower sign, centered at 60 inches AFF.

Code Reference: CBC 11B-703.7.2.6

Irwindale Park Restroom



Photo:

Tag: AccesA25

Item: Hand Dryer

Finding: Hand dryer is not accessible for height.

Recommendation: Lower hand dryer to 40 inches maximum AFF to the highest operable part.

Code Reference: CBC 11B-603.5

Irwindale Park Restroom



Photo:

Tag: AccesA26

Item: Urinal

Finding: The accessible urinal is not compliant. Rim projects only 12 inches from wall.

Recommendation: Replace fixture with a compliant fixture having a rim projection of 13-1/2 inches minimum.

Code Reference: CBC 11B-605.2

Irwindale Park Restroom



Photo:

Tag: AccesA27

Item: Accessible Stall

Finding: The required 60 inch diameter turning radius is not provided within the stall.

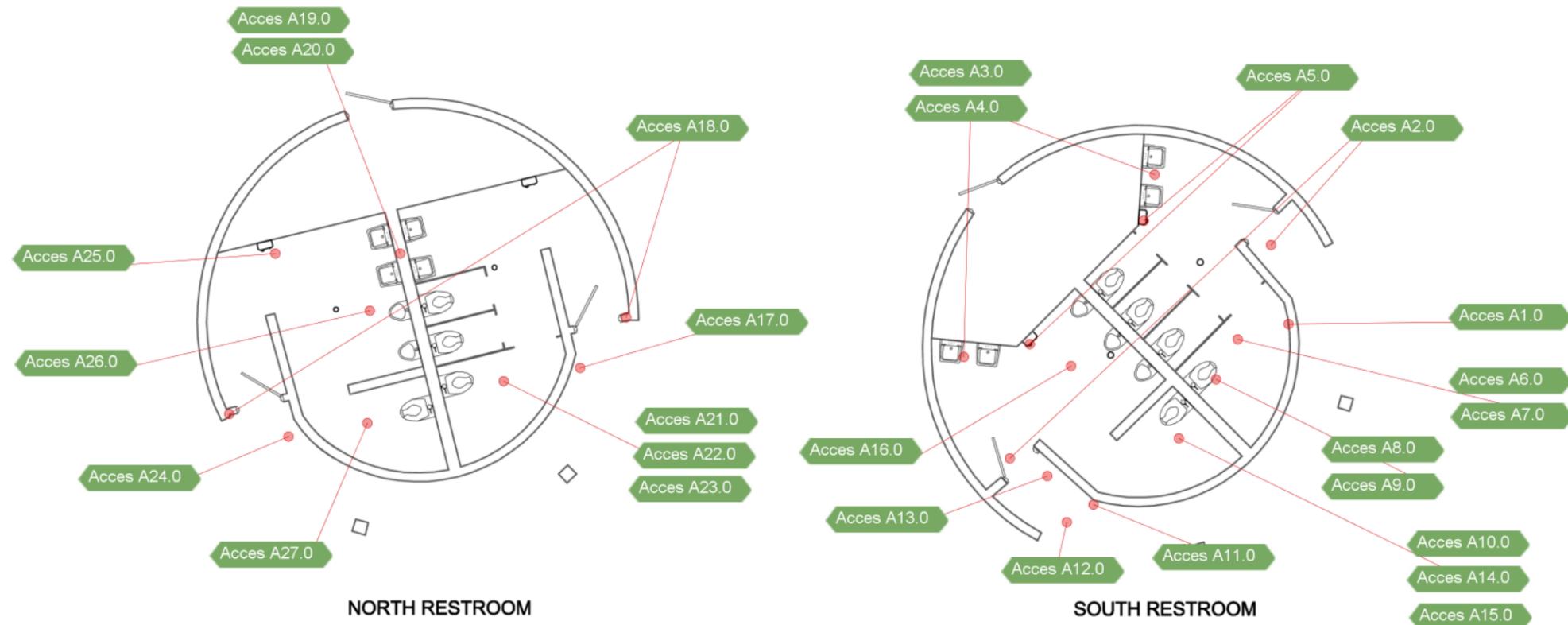
Recommendation: Reconfigure stall to increase interior space. Relocate WC as needed.

Code Reference: CBC 11B-603.2.1



# Assessment Report

**Project:** 0814.2108.01- City of Irwindale  
**Drawing:** 1- IP-R  
**Description:**  
**Phase:** Preliminary  
**Report Date:** 11-05-14



- A01 Signage
- A02 Door width
- A03 Lavatories
- A04 Mirrors
- A05 Hand Dryers
- A06 Stall Door
- A07 Stall Door
- A08 WC
- A09 Grab Bars
- A10 Grab Bars
- A11 Signage
- A12 Sloped walk
- A13 Signage
- A14 Accessible Stall
- A15 WC
- A16 Urinal
- A17 Signage
- A18 Signage
- A19 Lavatories
- A20 Lavatories
- A21 Accessible Stall
- A22 Accessible Stall
- A23 Accessible stall
- A24 Signage
- A25 Hand Dryer
- A26 Urinal
- A27 Accessible Stall

**BARRIER FACILITY REPORT**  
**IRWINDALE PARK RESTROOMS**  
 5050 N. IRWINDALE AVE.



**Barriers Summary List**  
**Irwindale Park**

Tag #	Location	Priority	Proj Yr	Condition/Finding	Recommendation	Extended Costs	Code Reference
AccesA01.0	East Parking	Priority 1	FY 15-16	Curb ramp from city sidewalk at Allen Drive is not compliant, having a counter slope of 9% at the gutter.	Replace concrete gutter. Counter slope at curb ramps shall not exceed 5.0% for a minimum of 24 inches from the ramp.	\$1,290	CBC 11B-406.5.8
AccesA02.0	East Parking	Priority 1	FY 15-16	Curb ramp from city sidewalk at Allen Drive is not compliant, missing the required truncated domes.	Provide a truncated dome mat over the ramp surface, starting at the curb line.	included in AccesA01.0	CBC 11B-406.5.12
AccesA03.0	East Parking	Priority 1	FY 15-16	Stalls are not compliant for width at 8 feet-8 inches. Stalls are not level.	Provide a n asphalt overlay to level the stalls. Restripe stalls to specifications.	\$2,265	CBC 11B-502.2
AccesA04.0	East Parking	Priority 1	FY 15-16	The required additional stall signs stating MINIMUM FINE \$250 are not provided.	At each stall, provide the additional sign.	\$90	CBC 11B-502.6
AccesA05.0	East Parking	Priority 1	FY 15-16	Curb ramp is not compliant, having compound slopes and missing the required level landing at the change in direction.	Remove and replace curb ramp with a parallel curb ramp, including the required truncated domes.	\$3,255	CBC 11B-406.3
AccesA06.0	East Parking	Priority 1	FY 15-16	Concrete walkway is not accessible due to excessive cross slope up to 4.0%.	Remove and replace approximately 200 feet of concrete walk as needed. Cross slopes shall not exceed 2.1%.	\$625	CBC 11B-403.3
AccesA07.0	East Parking	Priority 1	FY 15-16	Wheel stops are not provided at parking stalls to prevent parked vehicles from overhanging the walkway	Provide wheel stops at all parking stalls adjacent to the accessible walkway to prevent encroachment of parked vehicles.	\$1,910	CBC 11B-502.7.2
AccesA08.0	East Parking	Priority 1	FY 15-16	The single Van stall is not compliant, having the access aisle at the wrong side of the stall.	Keeping an access aisle at the left side of the stall, a minimum 4 feet wide, restripe stall to include an access aisle, a minimum 8 feet wide at the right side of the stall.	\$435	CBC 11B-502.3

**Barriers Summary List  
Irwindale Park**

Tag #	Location	Priority	Proj Yr	Condition/Finding	Recommendation	Extended Costs	Code Reference
AccesA09.0	East Parking	Priority 1	FY 15-16	The curb ramp at parking is not compliant, having compound slopes and lacking a level landing at the change of direction.	Remove and replace curb ramp with a parallel curb ramp, including the required truncated domes.	\$4,625	CBC 11B-406.3
AccesA10.0	East Parking	Priority 1	FY 15-16	The access aisle next to the curb ramp is not compliant, having slopes to 5.2%.	Grind asphalt and overlay as needed to provide a level surface with slopes not to exceed 2.1% in any direction.	\$265	CBC 11B-403.3
AccesA11.0	East Parking	Priority 1	FY 15-16	The required additional stall sign stating MINIMUM FINE \$250 is not provided.	At the stall, provide the additional sign.	\$45	CBC 11B-502.6
AccesA12.0	East Parking	Priority 1	FY 15-16	The required Tow-away warning sign is not provided at the entrance to the East parking area.	Provide a new CALTRANS R100B warning sign.	\$190	CBC 11B-502.8.2 CVC 22511.8(e)
AccesA13.0	East Parking	Priority 1	FY 15-16	Curb ramps at both sides of driveway entrance are not compliant, having excessive cross and directional slopes. And missing the required truncated domes	Replace both curb ramps at driveway. Cross and directional slopes shall not exceed 2.1% and 8.33% respectively.	\$9,235	CBC 11B-406.3.1 CBC 11B-406.5.12
AccesA14.0	East Parking	Priority 1	FY 15-16	A compliant accessible path is not provided across the driveway. Driveway cross slopes to 4.4%.	Remove and replace driveway apron to provide a compliant path of travel with cross slopes not to exceed 2.1%.	\$7,660	CBC 11B-402.2
AccesA15.0	East Parking	Priority 1	FY 15-16	Benches are not located on an accessible path. A wheelchair seating area is not provided.	Replace concrete path and include a wheelchair seating area, a minimum 36 inches x 48 inches wide. Slope at path shall not exceed 5.0%.	\$2,105	CBC 11B-802.1.2 CBC 11B-403.3
AccesA16.0	Sidewalk	Priority 2	FY 16-18	The curb ramp at Allen Calle de Paseo is not compliant, having cross slopes at the ramp surfaces.	Replace the curb ramp. Cross slopes at ramp surfaces shall not exceed 2.1%.	\$5,585	CBC 11B-406.1

**Barriers Summary List**  
**Irwindale Park**

Tag #	Location	Priority	Proj Yr	Condition/Finding	Recommendation	Extended Costs	Code Reference
AccesA17.0	Sidewalk	Priority 2	FY 16-18	The city sidewalk at Allen Drive is not compliant, having cross slopes to 3.0%.	Replace concrete sidewalk as needed. Cross slopes shall not exceed 2.1%.	\$3,220	CBC 11B-403.3
AccesA18.0	Sidewalk	Priority 2	FY 16-18	The city sidewalk at Calle De Paseo is not compliant, having cross slopes to 3.5%.	Replace concrete sidewalk as needed. Cross slopes shall not exceed 2.1%.	\$3,220	CBC 11B-403.5.7
AccesA19.0	Park	Priority 2	FY 16-18	Grills are not accessible without a concrete pad.	Provide a concrete pad to the grill, including space for wheelchair access.	\$515	CBC 11B-246.5
AccesA20.0	Park	Priority 2	FY 16-18	The picnic tables are not accessible.	5% of all seating, but no less than one at each functional seating area shall be accessible. Provide a concrete connection to the table pad. Provide a circulation route around the table, a minimum 48 inches wide.	\$515	CBC 11B-246.5 CBC 11B-902.1
AccesA21.0	Park	Priority 2	FY 16-18	The concrete walk is not compliant, having cross slopes to 3.7%.	Remove and replace approximately 40 feet of concrete walkway. Cross slopes shall not exceed 2.1%.	\$2,615	CBC 11B-403.1
AccesA22.0	Volleyball Court	Priority 2	FY 16-18	An accessible route has not been provided to the boundary of the volleyball court.	Provide a compliant concrete path to both sides of the volleyball court, a minimum 48 inches wide.	\$1,155	CBC 11B-206.2.2 CBC 11B-403.5.1 Exception #3 CBC 11B-206.2.12
AccesA23.0	South Restrooms	Priority 2	FY 16-18	Dispensers are not accessible, located at a level area, with slopes to 3.6%.	Replace concrete as needed.	\$750	CBC 11B-403.3
AccesA24.0	South Restrooms	Priority 2	FY 16-18	The drinking fountain at the Men's room is not wheelchair accessible.	Replace drinking fountain with a compliant hi/lo model within an alcove, or with wing walls, or on a concrete peninsula for pedestrian protection.	\$6,955	CBC 11B-211.2 CBC 11B-602

**Barriers Summary List  
Irwindale Park**

Tag #	Location	Priority	Proj Yr	Condition/Finding	Recommendation	Extended Costs	Code Reference
AccesA25.0	Park	Priority 2	FY 16-18	Drain grate in the accessible route is not compliant. Slopes at grate are excessive and the elongated openings are positioned in the direction of travel.	Replace frame with one having elongated holes perpendicular to the direction of travel and raise the surrounding concrete to the same elevation as the walkway.	\$515	CBC 11B-302.3 CBC 11B-403.1
AccesA26.0	South Restrooms	Priority 2	FY 16-18	A compliant path of travel is not provided at the North side of the restrooms.	Remove and replace concrete and asphalt as needed. Replace with a compliant walkway a minimum 48 inches wide.	\$1,310	CBC 11B-403.1
AccesA27.0	Picnic Pavilion	Priority 2	FY 16-18	Tables are not wheelchair accessible.	Provide two accessible tables providing compliant knee space and located on an accessible route.	\$1,250	CBC 11B-226.1
AccesA28.0	Picnic Pavilion	Priority 2	FY 16-18	Counters are not accessible.	Provide one lowered counter at a height of 34 inches maximum.	\$1,250	CBC 11B-902.3
AccesA29.0	Picnic Pavilion	Priority 2	FY 16-18	Sink handles are not accessible, having round faucet handles.	Replace all round handles with lever handles.	\$695	CBC 11B-309.4
AccesA30.0	Picnic Pavilion	Priority 2	FY 16-18	Sinks are not accessible due to depth.	Replace one sink. Sink depth shall not exceed 6-1/2 inches.	\$640	CBC 11B-606.7
AccesA31.0	Picnic Pavilion	Priority 2	FY 16-18	Sinks are not accessible due to height.	Lower one sink to a rim height not to exceed 34 inches AFF..	\$750	CBC 11B-606.3
AccesA32.0	Picnic Pavilion	Priority 2	FY 16-18	Grills and work surfaces are not accessible.	Lower one grill and its associated work surface to a height not to exceed 34 inches AFF.	\$440	CBC 11B-226.1 CBC 11B-902.3
AccesA33.0	Park	Priority 2	FY 16-18	Various concrete slabs are heaving, creating abrupt edges greater than 1/4 inch near the tables at the South of the basketball court.	Grind raised concrete edges or replace concrete as needed.	\$1,310	CBC 11B-303

**Barriers Summary List**  
**Irwindale Park**

Tag #	Location	Priority	Proj Yr	Condition/Finding	Recommendation	Extended Costs	Code Reference
AccesA34.0	Basketball Court	Priority 2	FY 16-18	An accessible route has not been provided to the boundary of the basketball court.	Provide a compliant concrete path to the basketball court, a minimum 48 inches wide with a 60 inches x60 inches turning area at the end.	\$2,085	CBC 11B-206.2.2 CBC 11B-403.5.1 Exception #3
AccesA35.0	Park	Priority 2	FY 16-18	Park benches are not accessible. Wheelchair seating is not provided.	Provide a concrete pad to the benches, including space for wheelchair access.	\$545	CBC 11B-246.5
AccesA36.0	Sidewalk Calle Del Norte	Priority 2	FY 16-18	Sidewalk is not compliant having a cross slope of 2.6% at the area of the water meter vault.	Replace concrete walkway as needed. Cross slopes not to exceed 2.1%.	\$5,770	CBC 11B-403.3
AccesA37.0	Walkway to North Restrooms	Priority 2	FY 16-18	Sidewalk connection is not compliant having slopes to 10.2%.	Replace walkway. New walkway shall have slopes not greater than 5.0%, or build a compliant ramp with slopes not greater than 8.33% and compliant handrails.	\$3,425	CBC 11B-403.3 CBC 11B-405.1
AccesA38.0	Walkway to North Restrooms	Priority 2	FY 16-18	Walkway to North restrooms is not compliant due to cross slopes of 5.4% at the area of the tree.	Replace concrete as needed after cutting tree roots.	\$3,425	CBC 11B-403.3
AccesA39.0	North Restrooms	Priority 2	FY 16-18	DF is not accessible.	Replace DF with a Hi/Lo model located either within an alcove or with wing walls for pedestrian protection.	\$2,685	CBC 11B-211.2 CBC 11B-602.9
AccesA40.0	Park	Priority 2	FY 16-18	Compliant vertical access is not provided to area of activity.	Provide a compliant ramp and access to both ends of the area of activity.	\$7,150	CBC 11B-405.1 CBC11B-206.2.12
AccesA41.0	Park	Priority 2	FY 16-18	The route to the bleachers has a slope of 17%.	Provide a ramp to the bleachers.	\$2,395	CBC 11B-405.1
AccesA42.0	Park	Priority 2	FY 16-18	Bleacher seating does not include wheelchair seating.	Modify bleachers to provide integrated wheelchair seating with companion seating on the ends of the bottom row.	\$2,500	CBC 11B-221.2.1.1

**Barriers Summary List**  
**Irwindale Park**

Tag #	Location	Priority	Proj Yr	Condition/Finding	Recommendation	Extended Costs	Code Reference
AccesA43.0	Park	Priority 2	FY 16-18	Bleacher handrails are missing extensions.	Provide compliant handrail extensions at the bottom rails.	\$22,550	CBC 11B-505.10.3
AccesA44.0	Park	Priority 2	FY 16-18	Bleacher stair treads are missing the required visual warning stripes.	The upper approach and all treads of each exterior stair shall be marked by a stripe of clearly contrasting color, 2 inches to 4 inches wide, placed parallel to and not more than 1 inches from the nose of the step or landing to alert the visually impaired.	\$470	CBC 11B-504.4.1
AccesA45.0	Park	Priority 2	FY 16-18	Guards are not provided at the open sides of the bleachers.	Provide guards, a minimum 42 inches above the nosing of the treads, at both sides of bleachers.	Included in 43	CBC 1013.2;CBC 1013.3
AccesA46.0	Park	Priority 2	FY 16-18	Access not provided to dug-outs.	Provide a connecting path of concrete or decomposed granite to dug-outs.	\$4,790	11B-206.2.17
AccesA47.0	Park	Priority 2	FY 16-18	Water vault cover in sidewalk has holes greater than 1/2 inch, located at Maintenance Yard driveway.	Modify covers to reduce open holes to a maximum diameter of 1/2 inch.	\$1,500	CBC 11B-302.3
AccesA48.0	Park	Priority 2	FY 16-18	Sidewalk at Calle Del Norte has cross slopes to 3.6%	Replace approximately 250 feet of sidewalk.	\$19,615	CBC 11B-403.3
AccesA49.0	Park	Priority 2	FY 16-18	Bench at fence line of Ball Field is not located on an accessible route.	Provide a compliant path to bench with a wheelchair seating location.	\$615	CBC 11B-802.1.2 CBC 11B-403.3
AccesA50.0	Park Loading Zone	Priority 2	FY 16-18	The passenger loading and unloading zone is not compliant. The required access aisle is not provided.	Provide access aisle street markings.	\$1,210	CBC 11B-209.2.1 CBC 11B-503.3
AccesA51.0	Park Loading Zone	Priority 2	FY 16-18	The required loading zone sign is not provided.	Provide a blue reflectorized sign with white text stating PASSENGER LOADING ZONE ONLY and a white ISA.	Included in AccesA50.0	CBC 11B-503.6

## Barriers Summary List

### Irwindale Park

Tag #	Location	Priority	Proj Yr	Condition/Finding	Recommendation	Extended Costs	Code Reference
AccesA52.0	Park Loading Zone	Priority 2	FY 16-18	The curb ramp counter slope at the gutter is not compliant at 7.6%.	Modify curb ramp as needed to provide a counter slope no greater than 5.0%.	Included in AccesA50.0	CBC 11B-406.5.8
AccesA53.0	Park Loading Zone	Priority 2	FY 16-18	The curb ramp is missing the required truncated domes.	Provide truncated domes at both ramp slopes.	\$595	CBC 11B-406.5.12

Irwindale Park



Photo:

Tag: AccesA01

Item: Curb Ramp

Finding: Curb ramp from city sidewalk at Allen Drive is not compliant, having a counter slope of 9% at the gutter.

Recommendation: Replace concrete gutter. Counter slope at curb ramps shall not exceed 5.0% for a minimum of 24 inches from the ramp.

Code Reference: CBC 11B-406.5.8

Irwindale Park



Photo:

Tag: AccesA02

Item: Curb Ramp

Finding: Curb ramp from city sidewalk at Allen Drive is not compliant, missing the required truncated domes.

Recommendation: Provide a truncated dome mat over the ramp surface, starting at the curb line.

Code Reference: CBC 11B-406.5.12

Irwindale Park



Photo:

Tag: AccesA03

Item: Stalls

Finding: Stalls are not compliant for width at 8 feet-8 inches. Stalls are not level.

Recommendation: Provide an asphalt overlay to level the stalls. Restripe stalls to specifications.

Code Reference: CBC 11B-502.2

Irwindale Park



Photo:

Tag: AccesA04

Item: Signage

Finding: The required additional stall signs stating MINIMUM FINE \$250 are not provided.

Recommendation: At each stall, provide the additional sign.

Code Reference: CBC 11B-502.6

Irwindale Park



Photo:

Tag: AccesA05

Item: Curb Ramp

Finding: Curb ramp is not compliant, having compound slopes and missing the required level landing at the change in direction.

Recommendation: Remove and replace curb ramp with a parallel curb ramp, including the required truncated domes.

Code Reference: CBC 11B-406.3

Irwindale Park



Photo:

Tag: AccesA06

Item: Walkway

Finding: Concrete walkway is not accessible due to excessive cross slope up to 4.0%.

Recommendation: Remove and replace approximately 200 feet of concrete walk as needed. Cross slopes shall not exceed 2.1%.

Code Reference: CBC 11B-403.3

Irwindale Park



Photo:

Tag: AccesA07

Item: Wheel Stops

Finding: Wheel stops are not provided at parking stalls to prevent parked vehicles from overhanging the walkway

Recommendation: Provide wheel stops at all parking stalls adjacent to the accessible walkway to prevent encroachment of parked vehicles.

Code Reference: CBC 11B-502.7.2

Irwindale Park



Photo:

Tag: AccesA08

Item: Accessible Stall

Finding: The single Van stall is not compliant, having the access aisle at the wrong side of the stall.

Recommendation: Keeping an access aisle at the left side of the stall, a minimum 4 feet wide, restripe stall to include an access aisle, a minimum 8 feet

Code Reference: CBC 11B-502.3

Irwindale Park



Photo:

Tag: AccesA09

Item: Curb Ramp

Finding: The curb ramp at parking is not compliant, having compound slopes and lacking a level landing at the change of direction.

Recommendation: Remove and replace curb ramp with a parallel curb ramp, including the required truncated domes.

Code Reference: CBC 11B-406.3

Irwindale Park



Photo:

Tag: AccesA10

Item: Access Aisle Slope

Finding: The access aisle next to the curb ramp is not compliant, having slopes to 5.2%.

Recommendation: Grind asphalt and overlay as needed to provide a level surface with slopes not to exceed 2.1% in any direction.

Code Reference: CBC 11B-403.3

Irwindale Park



Photo:

Tag: AccesA11

Item: Signage

Finding: The required additional stall sign stating MINIMUM FINE \$250 is not provided.

Recommendation: At the stall, provide the additional sign.

Code Reference: CBC 11B-502.6

Irwindale Park



Photo:

Tag: AccesA12

Item: Signage

Finding: The required Tow-away warning sign is not provided at the entrance to the East parking area.

Recommendation: Provide a new CALTRANS R100B warning sign.

Code Reference: CBC 11B-502.8.2;CVC 22511.8

Irwindale Park



Photo:

Tag: AccesA13

Item: Curb Ramps

Finding: Curb ramps at both sides of driveway entrance are not compliant, having excessive cross and directional slopes. And missing the required

Recommendation: Replace both curb ramps at driveway. Cross and directional slopes shall not exceed 2.1% and 8.33% respectively.

Code Reference: CBC 11B-406.3.1;CBC 11B-

Irwindale Park



Photo:

Tag: AccesA14

Item: Driveway Apron

Finding: A compliant accessible path is not provided across the driveway. Driveway cross slopes to 4.4%.

Recommendation: Remove and replace driveway apron to provide a compliant path of travel with cross slopes not to exceed 2.1%.

Code Reference: CBC 11B-402.2

Irwindale Park



Photo:

Tag: AccesA15

Item: Benches

Finding: Benches are not located on an accessible path. A wheelchair seating area is not provided.

Recommendation: Replace concrete path and include a wheelchair seating area, a minimum 36 inches x 48 inches wide. Slope at path shall not

Code Reference: CBC 11B-802.1.2;CBC 11B-403.3

Irwindale Park



Photo:

Tag: AccesA16

Item: Curb Ramp

Finding: The curb ramp at Allen & Calle de Paseo is not compliant, having cross slopes at the ramp surfaces.

Recommendation: Replace the curb ramp. Cross slopes at ramp surfaces shall not exceed 2.1%.

Code Reference: CBC 11B-406.1

Irwindale Park



Photo:

Tag: AccesA17

Item: Cross Slope

Finding: The city sidewalk at Allen Drive is not compliant, having cross slopes to 3.0%.

Recommendation: Replace concrete sidewalk as needed. Cross slopes shall not exceed 2.1%.

Code Reference: CBC 11B-403.3

Irwindale Park



Photo:

Tag: AccesA18

Item: Cross Slope

Finding: The city sidewalk at Calle De Paseo is not compliant, having cross slopes to 3.5%.

Recommendation: Replace concrete sidewalk as needed. Cross slopes shall not exceed 2.1%.

Code Reference: CBC 11B-403.5.7

Irwindale Park



Photo:

Tag: AccesA19

Item: Grill

Finding: Grills are not accessible without a concrete pad.

Recommendation: Provide a concrete pad to the grill, including space for wheelchair access.

Code Reference: CBC 11B-246.5

Irwindale Park



Photo:

Tag: AccesA20

Item: Picnic Tables

Finding: The picnic tables are not accessible.

Recommendation: 5% of all seating, but no less than one at each functional seating area shall be accessible. Provide a concrete connection to the

Code Reference: CBC 11B-246.5;CBC 11B-902.1

Irwindale Park



Photo:

Tag: AccesA21

Item: Concrete Walk

Finding: The concrete walk is not compliant, having cross slopes to 3.7%.

Recommendation: Remove and replace approximately 40 feet of concrete walkway. Cross slopes shall not exceed 2.1%.

Code Reference: CBC 11B-403.1

Irwindale Park



Photo:

Tag: AccesA22

Item: Access

Finding: An accessible route has not been provided to the boundary of the volleyball court.

Recommendation: Provide a compliant concrete path to both sides of the volleyball court, a minimum 48 inches wide.

Code Reference: CBC 11B-206.2.2;CBC 11B-

Irwindale Park



Photo:

Tag: AccesA23

Item: Drink Dispensers

Finding: Dispensers are not accessible, located at a level area, with slopes to 3.6%.

Recommendation: Replace concrete as needed.

Code Reference: CBC 11B-403.3

Irwindale Park



Photo:

Tag: AccesA24

Item: Drinking Fountain

Finding: The drinking fountain at the Men's room is not wheelchair accessible.

Recommendation: Replace drinking fountain with a compliant hi/lo model within an alcove, or with wing walls, or on a concrete peninsula for pedestrian

Code Reference: CBC 11B-211.2;CBC 11B-602

Irwindale Park



Photo:

Tag: AccesA25

Item: Grate

Finding: Drain grate in the accessible route is not compliant. Slopes at grate are excessive and the elongated openings are positioned in the direction

Recommendation: Replace frame with one having elongated holes perpendicular to the direction of travel and raise the surrounding concrete to the

Code Reference: CBC 11B-302.3;CBC 11B-403.1

Irwindale Park



Photo:

Tag: AccesA26

Item: Path of Travel

Finding: A compliant path of travel is not provided at the North side of the restrooms.

Recommendation: Remove and replace concrete and asphalt as needed. Replace with a compliant walkway a minimum 48 inches wide.

Code Reference: CBC 11B-403.1

Irwindale Park



Photo:

Tag: AccesA27

Item: Tables

Finding: Tables are not wheelchair accessible.

Recommendation: Provide two accessible tables providing compliant knee space and located on an accessible route.

Code Reference: CBC 11B-226.1

Irwindale Park



Photo:

Tag: AccesA28

Item: Counters

Finding: Counters are not accessible.

Recommendation: Provide one lowered counter at a height of 34 inches maximum.

Code Reference: CBC 11B-902.3

Irwindale Park



Photo:

Tag: AccesA29

Item: Sinks

Finding: Sink handles are not accessible, having round faucet handles.

Recommendation: Replace all round handles with lever handles.

Code Reference: CBC 11B-309.4

Irwindale Park



Photo:

Tag: AccesA30

Item: Sinks

Finding: Sinks are not accessible due to depth.

Recommendation: Replace one sink. Sink depth shall not exceed 6-1/2 inches.

Code Reference: CBC 11B-606.7

Irwindale Park



Photo:

Tag: AccesA31

Item: Sinks

Finding: Sinks are not accessible due to height.

Recommendation: Lower one sink to a rim height not to exceed 34 inches AFF..

Code Reference: CBC 11B-606.3

Irwindale Park



Photo:

Tag: AccesA32

Item: Grill

Finding: Grills and work surfaces are not accessible.

Recommendation: Lower one grill and its associated work surface to a height not to exceed 34 inches AFF.

Code Reference: CBC 11B-226.1;CBC 11B-902.3

Irwindale Park



Photo:

Tag: AccesA33

Item: Raised Edges

Finding: Various concrete slabs are heaving, creating abrupt edges greater than 1/4 inch near the tables at the South of the basketball court.

Recommendation: Grind raised concrete edges or replace concrete as needed.

Code Reference: CBC 11B-303

Irwindale Park



Photo:

Tag: AccesA34

Item: Access

Finding: An accessible route has not been provided to the boundary of the basketball court.

Recommendation: Provide a compliant concrete path to the basketball court, a minimum 48 inches wide with a 60 inches x60 inches turning area at the

Code Reference: CBC 11B-206.2.2;CBC 11B-

Irwindale Park



Photo:

Tag: AccesA35

Item: Access

Finding: Park benches are not accessible. Wheelchair seating is not provided.

Recommendation: Provide a concrete pad to the benches, including space for wheelchair access.

Code Reference: CBC 11B-246.5

Irwindale Park



Photo:

Tag: AccesA36

Item: Sidewalk

Finding: Sidewalk is not compliant having a cross slope of 2.6% at the area of the water meter vault.

Recommendation: Replace concrete walkway as needed. Cross slopes not to exceed 2.1%.

Code Reference: CBC 11B-403.3

Irwindale Park



Photo:

Tag: AccesA37

Item: Walkway

Finding: Sidewalk connection is not compliant having slopes to 10.2%.

Recommendation: Replace walkway. New walkway shall have slopes not greater than 5.0%, or build a compliant ramp with slopes not greater than 8.33%

Code Reference: CBC 11B-403.3;CBC 11B-405.1

Irwindale Park



Photo:

Tag: AccesA38

Item: Walkway

Finding: Walkway to North restrooms is not compliant due to cross slopes of 5.4% at the area of the tree.

Recommendation: Replace concrete as needed after cutting tree roots.

Code Reference: CBC 11B-403.3

Irwindale Park



Photo:

Tag: AccesA39

Item: Drinking Fountain (DF)

Finding: DF is not accessible.

Recommendation: Replace DF with a Hi/Lo model located either within an alcove or with wing walls for pedestrian protection.

Code Reference: CBC 11B-211.2;CBC 11B-602.9

Irwindale Park



Photo:

Tag: AccesA40

Item: Horse Shoe Pit

Finding: Compliant vertical access is not provided to area of activity.

Recommendation: Provide a compliant ramp and access to both ends of the area of activity.

Code Reference: CBC 11B-405.1;CBC11B-

Irwindale Park



Photo:

Tag: AccesA41

Item: Ball Field

Finding: The route to the bleachers has a slope of 17%.

Recommendation: Provide a ramp to the bleachers.

Code Reference: CBC 11B-405.1

Irwindale Park



Photo:

Tag: AccesA42

Item: Ball Field

Finding: Bleacher seating does not include wheelchair seating.

Recommendation: Modify bleachers to provide integrated wheelchair seating with companion seating on the ends of the bottom row.

Code Reference: CBC 11B-221.2.1.1

Irwindale Park



Photo:

Tag: AccesA43

Item: Ball Field

Finding: Bleacher handrails are missing extensions.

Recommendation: Provide compliant handrail extensions at the bottom rails.

Code Reference: CBC 11B-505.10.3

Irwindale Park



Photo:

Tag: AccesA44

Item: Ball Field

Finding: Bleacher stair treads are missing the required visual warning stripes.

Recommendation: The upper approach and all treads of each exterior stair shall be marked by a stripe of clearly contrasting color, 2 inches to 4

Code Reference: CBC 11B-504.4.1

Irwindale Park



Photo:

Tag: AccesA45

Item: Ball Field

Finding: Guards are not provided at the open sides of the bleachers.

Recommendation: Provide guards, a minimum 42 inches above the nosing of the treads, at both sides of bleachers.

Code Reference: CBC 1013.2;CBC 1013.3

Irwindale Park



Photo:

Tag: AccesA46

Item: Ball Field

Finding: Access not provided to dug-outs.

Recommendation: Provide a connecting path of concrete or decomposed granite to dug-outs.

Code Reference: 11B-206.2.17

Irwindale Park



Photo:

Tag: AccesA47

Item: Sidewalk

Finding: Water vault cover in sidewalk has holes greater than 1/2 inch, located at Maintenance Yard driveway.

Recommendation: Modify covers to reduce open holes to a maximum diameter of 1/2 inch.

Code Reference: CBC 11B-302.3

Irwindale Park



Photo:

Tag: AccesA48

Item: Sidewalk

Finding: Sidewalk at Calle Del Norte has cross slopes to 3.6%

Recommendation: Replace approximately 250 feet of sidewalk.

Code Reference: CBC 11B-403.3

Irwindale Park



Photo:

Tag: AccesA49

Item: Bench

Finding: Bench at fence line of Ball Field is not located on an accessible route.

Recommendation: Provide a compliant path to bench with a wheelchair seating location.

Code Reference: CBC 11B-802.1.2;CBC 11B-403.3

Irwindale Park



Photo:

Tag: AccesA50

Item: Loading Zone

Finding: The passenger loading and unloading zone is not compliant. The required access aisle is not provided.

Recommendation: Provide access aisle street markings.

Code Reference: CBC 11B-209.2.1;CBC 11B-503.3

Irwindale Park



Photo:

Tag: AccesA52

Item: Counter Slope

Finding: The curb ramp counter slope at the gutter is not compliant at 7.6%.

Recommendation: Modify curb ramp as needed to provide a counter slope no greater than 5.0%.

Code Reference: CBC 11B-406.5.8

Irwindale Park



Photo:

Tag: AccesA53

Item: Curb Ramp

Finding: The curb ramp is missing the required truncated domes.

Recommendation: Provide truncated domes at both ramp slopes.

Code Reference: CBC 11B-406.5.12

Item:

Finding:

Recommendation:

Photo:

Tag:

Code Reference:

Item:

Finding:

Recommendation:

Photo:

Tag:

Code Reference:



# Assessment Report

**Project:** 0814.2108.01- City of Irwindale  
**Drawing:** 1- IP  
**Description:**  
**Phase:** Preliminary  
**Report Date:** 11-05-14



- A01 Curb Ramp
- A02 Curb Ramp
- A03 Stalls
- A04 Signage
- A05 Curb Ramp
- A06 Walkway
- A07 wheel Stops
- A08 Accessible Stall
- A09 Curb Ramp
- A10 Access Aisle slope
- A11 Signage
- A12 Signage
- A13 Curb Ramps
- A14 Driveway Apron
- A15 Benches
- A16 Curb Ramp
- A17 Cross slope
- A18 Cross slope
- A19 grill
- A20 Picnic Tables
- A21 concrete walk
- A22 Access
- A23 Drink Dispensers
- A24 Drinking Fountain
- A25 Grate
- A26 Path of Travel
- A27 Tables
- A28 Counters
- A29 sinks
- A30 sinks
- A31 sinks
- A32 grill
- A33 Raised Edges
- A34 Access
- A35 Access
- A36 sidewalk
- A37 walkway
- A38 walkway
- A39 Drinking Fountain
- A40 Horse shoe Pit
- A41 Ball Field
- A42 Ball Field
- A43 Ball Field
- A44 Ball Field
- A45 Ball Field
- A46 Ball Field
- A47 sidewalk
- A48 sidewalk
- A49 Bench
- A50 Loading Zone

## BARRIER FACILITY REPORT IRWINDALE PARK 5050 NORTH IRWINDALE AVE.



A51	signage
A52	counter slope
A53	curb ramp

**Barriers Summary List**  
**Jardin De Roca Skate Park Restroom**

Tag #	Location	Priority	Proj Yr	Condition/Finding	Recommendation	Extended Costs	Code Reference
AccesA08	Park	Priority 2	FY 16-18	Pipes beneath sinks are not insulated to prevent skin contact.	Cover or wrap all exposed pipes, valves and fittings.	\$50	CBC 11B-606.5
AccesA09	Park	Priority 2	FY 16-18	Hand-operated metering faucets do not remain open for 10 seconds minimum.	Adjust faucet operation for 10 seconds minimum.	\$50	CBC 11B-606.4
AccesA10	Restrooms	Priority 1	FY 15-16	Geometric signs are not provided at accessible restroom doors.	Mount a Unisex door sign, centered on the door and a tactile wall sign at the latch side of the door. .	\$295	CBC 11B-703.7.2.6
AccesA11	Restrooms	Priority 1	FY 15-16	Tactile wall signs are not provided at each restroom door.	Tactile sign shall have a gender pictograms and Grade 2 Braille	\$75	CBC 11B-216.2
AccesA12	Restrooms	Priority 2	FY 16-18	Doors close too fast. Force to open doors greater than 5 lbf.	Adjust all restroom door closers to provide a maximum of 5 lbf operational effort and so that from an open position of 90 degrees, the time required to move the door to a position of 12 degrees from the latch is 5 seconds minimum.	\$125	CBC 11B-404.2.8.1 CBC 11B-404.2.9
AccesA13	Restrooms	Priority 2	FY 16-18	Door handle shape is not accessible.	Replace door handles at all restroom doors to a U-shaped handle.	\$500	CBC 11B-404.2.7
AccesA14	Restrooms	Priority 2	FY 16-18	Door locks are not accessible, requiring tight grasping.	Replace the existing thumb latch locks with either flip-over or sliding locks.	\$250	CBC 11B-604.8.1.2
AccesA15	Restrooms	Priority 2	FY 16-18	The U-pull handles at the interior side of doors are not compliant for location.	Relocate the U-pulls to below the latches.	\$95	CBC 11B-604.8.1.2
AccesA16	Unisex Restrooms	Priority 2	FY 16-18	Grab bars are not compliant for location.	Reset grab bars for proper projection from the corner.	\$745	CBC 11B-604.5
AccesA17	Unisex Restrooms	Priority 2	FY 16-18	Toilet paper dispenser is not compliant for location, centered greater than 12 inches in front of the WC.	Relocate the dispenser, centered 7 inches-9 inches in front of the WC.	\$65	CBC 11B-604.7
AccesA18	Unisex Restrooms	Priority 2	FY 16-18	Baby changing tables by design cannot meet California code for all requirements at the same time for knee space, table height and handle height.	The addition of a custom alternate strap handle may be an option to help the table meet compliance. Until such time the table is modified, remove from service.	\$165	CBC 11B-603.5 CBC 11B-902.1 CBC 11B-306.3.3 Exception #2



Jardin De Roca Skate Park



Photo: Tag: AccesA11

Item: Tactile Room Signs

Finding: Tactile wall signs are not provided at each restroom door.

Recommendation: Tactile sign shall have a gender pictograms and Grade 2 Braille

Code Reference: CBC 11B-216.2

Jardin De Roca Skate Park



Photo: Tag: AccesA12

Item: Door Closers

Finding: Doors close too fast. Force to open doors greater than 5 lbf.

Recommendation: Adjust all restroom door closers to provide a maximum of 5 lbf operational effort &nbsp;as required by code.

Code Reference: CBC 11B-404.2.8.1;CBC 11B-

Jardin De Roca Skate Park



Photo: Tag: AccesA13

Item: Door Handles

Finding: Door handle shape is not accessible.

Recommendation: Replace door handles at all restroom doors to a U-shaped handle.

Code Reference: CBC 11B-404.2.7

Jardin De Roca Skate Park



Photo: Tag: AccesA14

Item: Locking Hardware

Finding: Door locks are not accessible, requiring tight grasping.

Recommendation: Replace the existing thumb latch locks with either flip-over or sliding locks.

Code Reference: CBC 11B-604.8.1.2

Jardin De Roca Skate Park



Photo: Tag: AccesA15

Item: U-pull Handles

Finding: The U-pull handles at the interior side of doors are not compliant for location.

Recommendation: Relocate the U-pulls to below the latches.

Code Reference: CBC 11B-604.8.1.2

Jardin De Roca Skate Park



Photo: Tag: AccesA16

Item: Grab Bar Location

Finding: Grab bars are not compliant for location.

Recommendation: Reset grab bars for proper projection from the corner.

Code Reference: CBC 11B-604.5

Jardin De Roca Skate Park



Photo:

Tag: AccesA17

Item: Toilet Paper Dispensers

Finding: Toilet paper dispenser is not compliant for location, centered greater than 12 inches in front of the WC.

Recommendation: Relocate the dispenser, centered 7 inches-9 inches in front of the WC.

Code Reference: CBC 11B-604.7

Jardin De Roca Skate Park



Photo:

Tag: AccesA18

Item: Baby Changing Table

Finding: Baby changing tables by design cannot meet California code for all requirements at the same time for knee space, table height and handle

Recommendation: The addition of a custom alternate strap handle may be an option to help the table meet compliance.

Code Reference: CBC 11B-603.5;CBC 11B-902.1;

Item:

Finding:

Recommendation:

Photo:

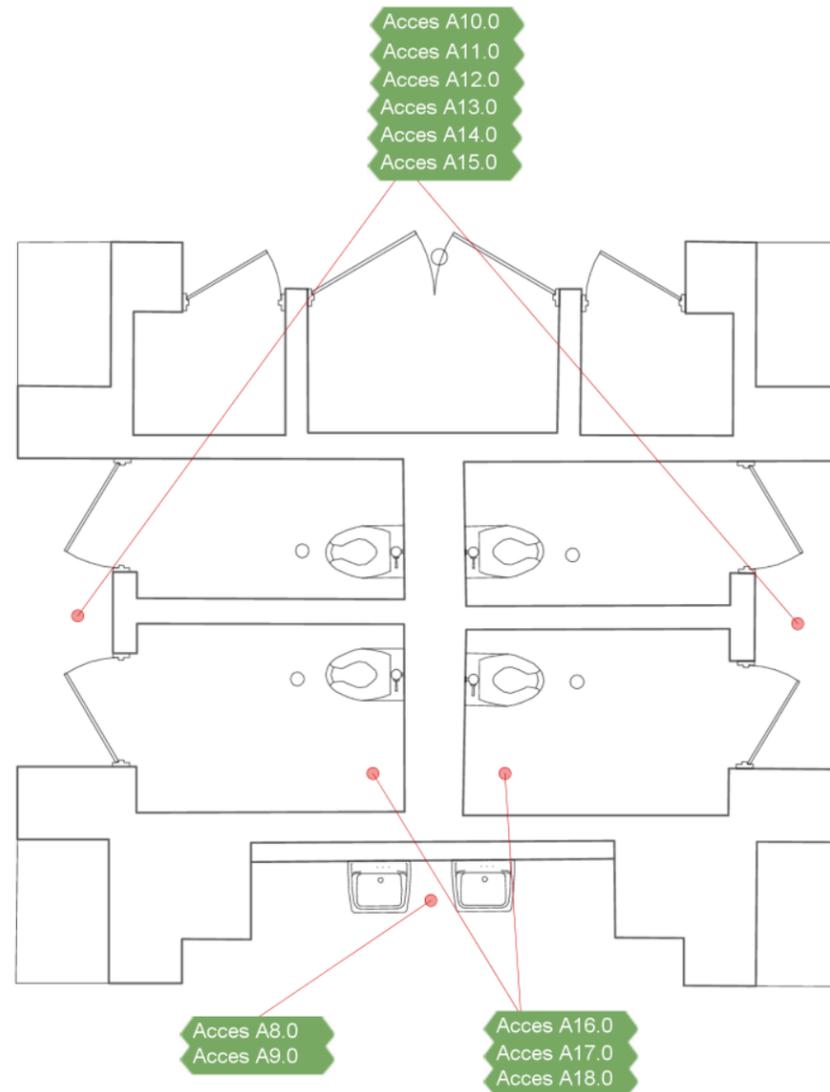
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Code Reference:



# Assessment Report

**Project:** 0814.2108.01- City of Irwindale  
**Drawing:** 1- JDRSK-R  
**Description:**  
**Phase:** Preliminary  
**Report Date:** 11-05-14



- A08 Pipe Insulation
- A09 Automatic Faucets
- A10 Unisex Restroom
- A11 Tactile Room Signs
- A12 Door Closers
- A13 Door Handles
- A14 Locking Hardware
- A15 U-pull Handles
- A16 Grab Bar Location
- A17 Toilet Paper
- A18 Baby Changing Table

**BARRIER FACILITY REPORT**  
**JARDIN DE ROCA SKATE PARK RESTROOM**  
 5051 N. IRWINDALE AVE.



**Barriers Summary List**  
**Jardin De Roca Skate Park**

Tag #	Location	Priority	Proj Yr	Condition/Finding	Recommendation	Extended Costs	Code Reference
AccesA01	Parking	Priority 1	FY 15-16	The existing tow-away warning sign is not compliant, having the wrong text.	Remove and replace with a CALTRANS R100B tow-away warning sign	\$125	CBC 11B-502.8.2 CVC 22511.8(e)
AccesA02	Accessible Parking	Priority 1	FY 15-16	The existing accessible parking stalls are not compliant for width	Restripe to compliance	\$185	CBC 11B-502.2
AccesA03	Accessible Parking	Priority 1	FY 15-16	Access aisle markings are not compliant, missing the white lettering stating NO PARKING and diagonal stripes in a contrasting color.	Restripe access aisle using white diagonal stripes and provide the lettering NO PARKING.	\$345	CBC 11B-502.3.3
AccesA04	Accessible Parking	Priority 1	FY 15-16	Curb ramp missing truncated domes.	Provide a truncated dome mat at ramp.	\$370	CBC 11B-406.5.12
AccesA05	Accessible Parking	Priority 1	FY 15-16	The required additional signage stating MINIMUM FINE \$250 is not provided.	Provide the fine sign at each stall, immediately below the existing ISA signs.	\$90	CBC 11B-502.6
AccesA06	Park	Priority 2	FY 16-18	Vertical access is not provided to the area of activity.	Provide a new ramp to the skate area.	\$43,875	ADA 206.2.2
AccesA07	Park	Priority 2	FY 16-18	Handrail extensions at stairs are not compliant, projecting less than 12 inches before turning down.	Lengthen handrail extensions to a minimum 12 inches before turning down.	\$995	CBC 11B-505.10.2 CBC 11B-505.10.2
AccesA19	2-5 Yr. Old Area	Priority 2	FY 16-18	Wheelchair seating is not provided next to the existing bench.	Provide new concrete at one side of the bench as needed to provide a wheelchair space measuring a minimum 36 inches x 48 inches.	\$625	CBC 11B-221.2 CBC 11B-802.1.2
AccesA20	Tennis Courts	Priority 2	FY 16-18	Gate latch hardware is not accessible.	Remove existing latch and modify gates to provide lever handles.	\$625	CBC 11B-404.2.7
AccesA21	Tennis Courts	Priority 2	FY 16-18	The required smooth surface is not provided at the bottom 10 inches of the gates.	Provide a 10 inches high smooth plate across the bottom of gates at the push side.	\$375	CBC 11B-404.2.10

**Barriers Summary List**  
**Jardin De Roca Skate Park**

Tag #	Location	Priority	Proj Yr	Condition/Finding	Recommendation	Extended Costs	Code Reference
AccesA22	Tennis Courts	Priority 2	FY 16-18	The single DF is not accessible. No fewer than two DF's shall be provided.	Replace DF with a Hi/Lo model.	\$5,955	CBC 11B-211.2
AccesA23	Tennis Courts	Priority 2	FY 16-18	DF is not located within an alcove.	Provide pedestrian protection with wing rails or relocate DF.	\$945	CBC 11B-602.9
AccesA24	Tennis Courts	Priority 2	FY 16-18	DF operating control is not compliant for location under the DF and requires tight grasping and twisting of the wrist.	Remove DF and replace with compliant Hi/Lo model having push controls at the front and sides.	Included in AccesA22	CBC 11B-602.3
AccesA25	Picnic Area #2	Priority 2	FY 16-18	DG in walkway is deteriorated, having large cracks and depressions.	Resurface approximately 40 feet of DG walkway.	\$1,250	CBC 11B-302.1
AccesA26	Service Road	Priority 3	FY 18-20	Truncated domes are not provided at the curb ramp.	Install truncated dome mats across the width of the ramp, 36 inches deep in the direction of travel, in line with the curb line.	\$290	CBC 11B-406.5.12
AccesA27	Service Road	Priority 3	FY 18-20	The slope of the side flares are not compliant due to excessive slope angle greater than 14.0% at both sides.	Saw-cut, remove and replace both side flares of ramp. Slope shall not exceed 10.0%.	\$2,425	CBC 11B-406.2.2
AccesA28	Sidewalk	Priority 1	FY 15-16	Cross slope at the South curb ramp is not compliant at 2.5%.	Replace curb ramp. Cross slopes shall not exceed 2.1%.	\$1,195	CBC 11B-406.5.7
AccesA29	Sidewalk	Priority 1	FY 15-16	The grooved border is not compliant at 11 inches wide.	Recut grooves as needed to provide a grooved border a minimum 12 inches wide.	\$65	CBC 11B-406.5.11
AccesA30	Sidewalk	Priority 1	FY 15-16	Truncated domes have not been provided at the four sidewalk curb ramps across the front of the Park.	Install truncated dome mats across the width of each ramp, 36 inches deep in the direction of travel.	\$1,475	CBC 11B-406.5.12
AccesA31	Sidewalk	Priority 1	FY 15-16	The North curb ramp at the South driveway is not compliant, having a slope of 10.7%.	Replace curb ramp. Using the least slope possible, ramps slope shall not exceed 8.33%.	\$1,685	CBC 11B-406.3.1

**Barriers Summary List**  
**Jardin De Roca Skate Park**

Tag #	Location	Priority	Proj Yr	Condition/Finding	Recommendation	Extended Costs	Code Reference
AccesA32	Sidewalk	Priority 1	FY 15-16	The sidewalk between driveways is not compliant, having cross slopes up to 2.9%	Remove and replace sidewalk as needed. Cross slopes shall not exceed 2.1%.	\$3,205	CBC 11B-403.3
AccesA33	Sidewalk	Priority 1	FY 15-16	The North curb ramp at the North driveway is not compliant, having a slope of 10.5%.	Replace curb ramp. Using the least slope possible, ramps slope shall not exceed 8.33%.	\$1,175	CBC 11B-406.3.1
AccesA34	Sidewalk	Priority 1	FY 15-16	The North curb ramp at the North driveway is not compliant, having cross slopes of 4.8%. This curb ramp also serves as a change in direction.	Modify curb ramp. Cross slopes at any change in direction shall not exceed 2.1% in any direction. Ramp slope shall not be located within the area of the change in direction.	\$7,750	CBC 11B-403.3

Jardin De Roca Skate Park



Photo: Tag: AccesA01

Item: Tow-away warning Sign

Finding: The existing tow-away warning sign is not compliant, having the wrong text.

Recommendation: Remove and replace with a CALTRANS R100B tow-away warning sign

Code Reference: CBC 11B-502.8.2;CVC 22511.8

Jardin De Roca Skate Park



Photo: Tag: AccesA02

Item: Stall Size

Finding: The existing accessible parking stalls are not compliant for width

Recommendation: Restripe to compliance

Code Reference: CBC 11B-502.2

Jardin De Roca Skate Park



Photo: Tag: AccesA03

Item: Access Aisle

Finding: Access aisle markings are not compliant, missing the white lettering stating NO PARKING and diagonal stripes in a contrasting color.

Recommendation: Restripe access aisle using white diagonal stripes and provide the lettering NO PARKING.

Code Reference: CBC 11B-502.3.3

Jardin De Roca Skate Park



Photo: Tag: AccesA04

Item: Curb Ramp

Finding: Curb ramp missing truncated domes.

Recommendation: Provide a truncated dome mat at ramp.

Code Reference: CBC 11B-406.5.12

Jardin De Roca Skate Park



Photo: Tag: AccesA05

Item: Stall Signs

Finding: The required additional signage stating MINIMUM FINE \$250 is not provided.

Recommendation: Provide the fine sign at each stall, immediately below the existing ISA signs.

Code Reference: CBC 11B-502.6

Jardin De Roca Skate Park



Photo: Tag: AccesA07

Item: Extensions

Finding: Handrail extensions at stairs are not compliant, projecting less than 12 inches before turning down.

Recommendation: Lengthen handrail extensions to a minimum 12 inches before turning down.

Code Reference: CBC 11B-505.10.2;CBC 11B-

Jardin De Roca Skate Park



Photo:

Tag: AccesA19

Item: Wheelchair Seating

Finding: Wheelchair seating is not provided next to the existing bench.

Recommendation: Provide new concrete at one side of the bench as needed to provide a wheelchair space measuring a minimum 36 inches

Code Reference: CBC 11B-221.2;CBC 11B-802.1.2

Jardin De Roca Skate Park



Photo:

Tag: AccesA20

Item: Gate Hardware

Finding: Gate latch hardware is not accessible.

Recommendation: Remove existing latch and modify gates to provide lever handles.

Code Reference: CBC 11B-404.2.7

Jardin De Roca Skate Park



Photo:

Tag: AccesA21

Item: Smooth Surface

Finding: The required smooth surface is not provided at the bottom 10 inches of the gates.

Recommendation: Provide a 10 inches high smooth plate across the bottom of gates at the push side.

Code Reference: CBC 11B-404.2.10

Jardin De Roca Skate Park



Photo: Tag: AccesA22

Item: Drinking Fountain (DF)

Finding: The single DF is not accessible. No fewer than two DF's shall be provided.

Recommendation: Replace DF with a Hi/Lo model.

Code Reference: CBC 11B-211.2

Jardin De Roca Skate Park



Photo: Tag: AccesA23

Item: Drinking Fountain (DF)

Finding: DF is not located within an alcove.

Recommendation: Provide pedestrian protection with wing rails or relocate DF.

Code Reference: CBC 11B-602.9

Jardin De Roca Skate Park



Photo: Tag: AccesA24

Item: Drinking Fountain (DF)

Finding: DF operating control is not compliant for location under the DF and requires tight grasping and twisting of the wrist.

Recommendation: Remove DF and replace with compliant Hi/Lo model having push controls at the front and sides.

Code Reference: CBC 11B-602.3

Jardin De Roca Skate Park



Photo:

Tag: AccesA25

Item: Decomposed Granite (DG)

Finding: DG in walkway is deteriorated, having large cracks and depressions.

Recommendation: Resurface approximately 40 feet of DG walkway.

Code Reference: CBC 11B-302.1

Jardin De Roca Skate Park



Photo:

Tag: AccesA26

Item: Truncated Domes

Finding: Truncated domes are not provided at the curb ramp.

Recommendation: Install truncated dome mats across the width of the ramp, 36 inches deep in the direction of travel, in line with the curb line.

Code Reference: CBC 11B-406.5.12

Jardin De Roca Skate Park



Photo:

Tag: AccesA27

Item: Side Flares

Finding: The slope of the side flares are not compliant due to excessive slope angle greater than 14.0% at both sides.

Recommendation: Saw-cut, remove and replace both side flares of ramp. Slope shall not exceed 10.0%.

Code Reference: CBC 11B-406.2.2

Jardin De Roca Skate Park



Photo:

Tag: AccesA28

Item: Cross Slope

Finding: Cross slope at the South curb ramp is not compliant at 2.5%.

Recommendation: Replace curb ramp. Cross slopes shall not exceed 2.1%.

Code Reference: CBC 11B-406.5.7

Jardin De Roca Skate Park



Photo:

Tag: AccesA29

Item: Grooved Border

Finding: The grooved border is not compliant at 11 inches wide.

Recommendation: Recut grooves as needed to provide a grooved border a minimum 12 inches wide.

Code Reference: CBC 11B-406.5.11

Jardin De Roca Skate Park



Photo:

Tag: AccesA30

Item: Truncated Domes

Finding: Truncated domes have not been provided at the four sidewalk curb ramps across the front of the Park.

Recommendation: Install truncated dome mats across the width of each ramp, 36 inches deep in the direction of travel.

Code Reference: CBC 11B-406.5.12

Jardin De Roca Skate Park



Photo:

Tag: AccesA31

Item: Ramp Slope

Finding: The North curb ramp at the South driveway is not compliant, having a slope of 10.7%.

Recommendation: Replace curb ramp. Using the least slope possible, ramps slope shall not exceed 8.33%.

Code Reference: CBC 11B-406.3.1

Jardin De Roca Skate Park



Photo:

Tag: AccesA32

Item: Cross Slope

Finding: The sidewalk between driveways is not compliant, having cross slopes up to 2.9%.

Recommendation: Remove and replace sidewalk as needed. Cross slopes shall not exceed 2.1%.

Code Reference: CBC 11B-403.3

Jardin De Roca Skate Park



Photo:

Tag: AccesA33

Item: Ramp Slope

Finding: The North curb ramp at the North driveway is not compliant, having a slope of 10.5%.

Recommendation: Replace curb ramp. Using the least slope possible, ramps slope shall not exceed 8.33%.

Code Reference: CBC 11B-406.3.1

Jardin De Roca Skate Park



Photo:

Tag: AccesA34

Item: Cross Slopes

Finding: The North curb ramp at the North driveway is not compliant, having cross slopes of 4.8%. This curb ramp also serves as a change in direction.

Recommendation: Modify curb ramp. Cross slopes at any change in direction shall not exceed 2.1% in any direction. Ramp slope shall not be located

Code Reference: CBC 11B-403.3

Item:

Finding:

Recommendation:

Photo:

Tag:

Code Reference:

Item:

Finding:

Recommendation:

Photo:

Tag:

Code Reference:



# Assessment Report

**Project:** 0814.2108.01- City of Irwindale  
**Drawing:** 1- JDRSP  
**Description:**  
**Phase:** Preliminary  
**Report Date:** 11-05-14



- A01 Tow-away warning
- A02 Stall Size
- A03 Access Aisle
- A04 Curb Ramp
- A05 Stall Signs
- A06 Ramp
- A07 Extensions
- A19 wheelchair Seating
- A20 Gate Hardware
- A21 Smooth Surface
- A22 Drinking Fountain
- A23 Drinking Fountain
- A24 Drinking Fountain
- A25 Decomposed Granite
- A26 Truncated Domes
- A27 Side Flares
- A28 Cross slope
- A29 Grooved Border
- A30 Truncated Domes
- A31 Ramp slope
- A32 Cross slope
- A33 Ramp slope
- A34 Cross slopes

**BARRIER FACILITY REPORT**  
**JARDIN DE ROCA SKATE PARK**  
 5051 NORTH IRWINDALE AVE.



## Barriers Summary List

### El Nido Park

Tag #	Location	Priority	Proj Yr	Condition/Finding	Recommendation	Extended Costs	Code Reference
AccesA01	Park	Priority 1	FY 15-16	Curb ramp missing truncated domes.	Provide truncated dome mats 36 inches deep across full width of ramp surface, 6 inches-8 inches from the curb line.	\$765	CBC 11B-406.5.12 CBC 11B-705.1.2.2
AccesA02	Park	Priority 3	FY 18-20	Drinking fountain is not a hi/lo model. Wing walls or wing rails not provided.	Replace DF with a hi/lo model. Install wing rails for pedestrian protection or locate DF at isolated location outside of circulation paths.	\$6,900	CBC 11B-211.2
AccesA03	Park	Priority 2	FY 16-18	Concrete pads for benches are not compliant in size or slope for companion seating with wheelchairs.	Replace concrete pads at a minimum of two bench locations to provide a depth of 48 inches with slopes not to exceed 2.1% in any direction.	\$1,755	CBC 11B-802.1.1
AccesA04	Park	Priority 2	FY 16-18	North fork of circulation route has a raised edge between concrete slabs.	Grind concrete edge to provide a smooth and continuous surface.	\$160	CBC 11B-303.3
AccesA05	Park	Priority 2	FY 16-18	Concrete is broken within circulation paths at two locations.	Repair concrete.	\$375	CBC 11B-303.3
AccesA06	Park	Priority 2	FY 16-18	Walkway at entrance has a raised edge between concrete slabs.	Grind concrete edge to provide a smooth and continuous surface.	\$315	CBC 11B-303.3

El Nido Park



Photo:

Tag: AccesA01

Item: Truncated Domes

Finding: Curb ramp missing truncated domes.

Recommendation: Provide truncated dome mats 36 inches deep across full width of ramp surface, 6 inches-8 inches from the curb line.

Code Reference: CBC 11B-406.5.12;CBC 11B-

El Nido Park



Photo:

Tag: AccesA02

Item: DF not compliant. Pedestrian Protection

Finding: Drinking fountain is not a hi/lo model. Wing walls or wing rails not provided.

Recommendation: Replace DF with a hi/lo model. Install wing rails for pedestrian protection or locate DF at isolated location outside of circulation paths.

Code Reference: CBC 11B-211.2

El Nido Park



Photo:

Tag: AccesA03

Item: Wheelchair Space

Finding: Concrete pads for benches are not compliant in size or slope for companion seating with wheelchairs.

Recommendation: Replace concrete pads at a minimum of two bench locations to provide a depth of 48 inches with slopes not to exceed 2.1%.

Code Reference: CBC 11B-802.1.1

El Nido Park



Photo:

Tag: AccesA04

Item: Abrupt Edge

Finding: North fork of circulation route has a raised edge between concrete slabs.

Recommendation: Grind concrete edge to provide a smooth and continuous surface.

Code Reference: CBC 11B-303.3

El Nido Park



Photo:

Tag: AccesA05

Item: Broken Concrete

Finding: Concrete is broken within circulation paths at two locations.

Recommendation: Repair concrete.

Code Reference: CBC 11B-303.3

El Nido Park



Photo:

Tag: AccesA06

Item: Abrupt Edge

Finding: Walkway at entrance has a raised edge between concrete slabs.

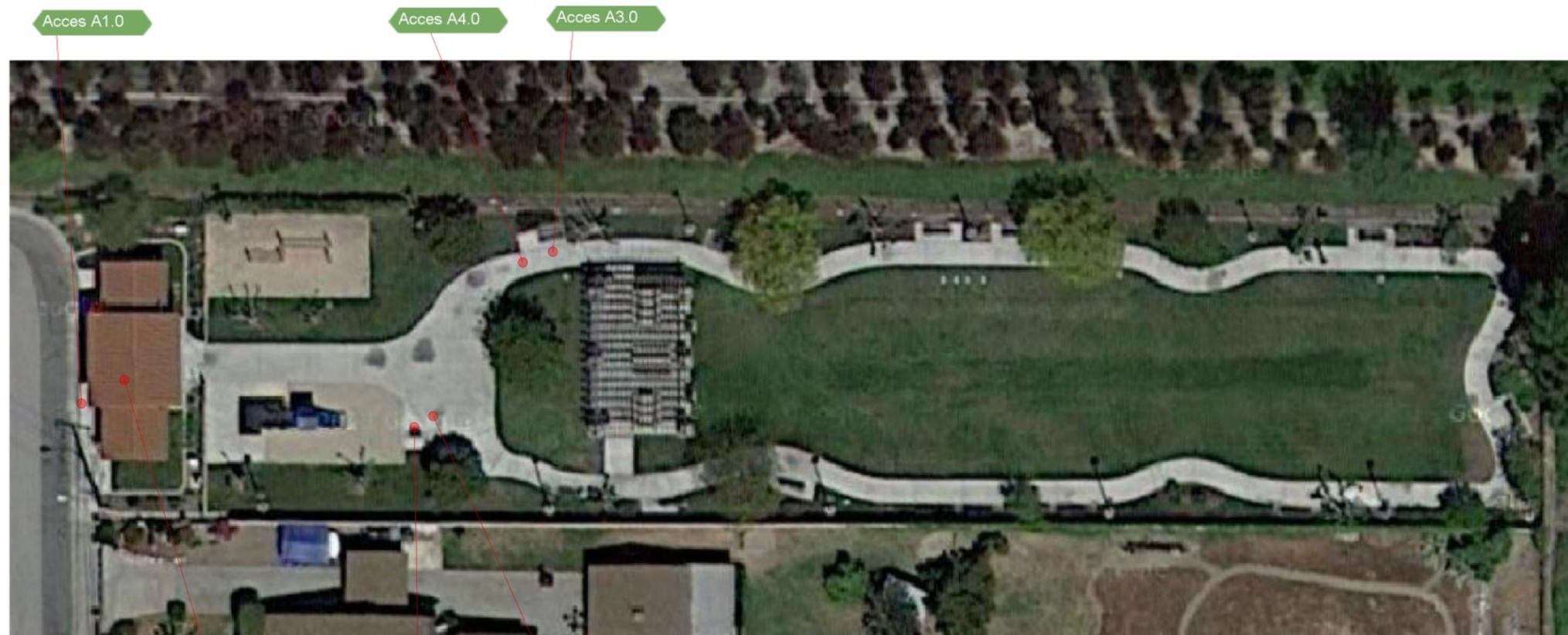
Recommendation: Grind concrete edge to provide a smooth and continuous surface.

Code Reference: CBC 11B-303.3



# Assessment Report

Project: 0814.2108.01- City of Irwindale  
 Drawing: 1- ENP  
 Phase: Preliminary  
 Report Date: 11-05-14



- A01 Truncated Domes
- A02 DF not compliant. Pedestrian
- A03 wheelchair Space
- A04 Abrupt Edge
- A05 Broken Concrete
- A06 Abrupt Edge



**BARRIER FACILITY REPORT**  
**EL NIDO PARK**  
 4662 NORA AVE



**Barriers Summary List**  
**Little Park of Irwindale**

Tag #	Location	Priority	Proj Yr	Condition/Finding	Recommendation	Extended Costs	Code Reference
AccesA01	Drinking Fountain (DF)	Priority 3	FY 18-20	Drinking fountain is not accessible and a level approach is not provided, with slopes to 6.3%.	Replace DF with a Hi/Lo model located at a level location.	8,155	CBC 11B-211.2 CBC 11B-602.2
AccesA02	Seating Area	Priority 2	FY 16-18	Bench seating area at the playground is not compliant, failing to provide wheelchair seating	Provide additional concrete along the side of one bench, at the same elevation, to increase the clear space for a wheelchair next to the bench, a minimum 36 inches wide and 48 inches long.	1,000	CBC 11B-802.1.2 11B-802.1.4
AccesA03	Playground	Priority 2	FY 16-18	Ground surface at play equipment is damaged.	Repair play surface as needed. Ground surfaces at play equipment must be inspected and maintained regularly to ensure continued compliance with the ASTM F 1951 standard.	125	CBC 11B-1008.2.6.1
AccesA04	Concrete Walkway	Priority 2	FY 16-18	The East walkway is not level, having cross slopes to 3.6%.	Replace concrete as needed to provide a compliant walkway with cross slopes not greater than 2.1%.	5,725	CBC 11B-403.5.7
AccesA05	Concrete Walkway	Priority 2	FY 16-18	Various joints in walkway have gaps greater than 1/2 inch in width or depth.	Fill joints with epoxy as needed to provide a compliant walk surface.	625	CBC 11B-302.3

Little Park of Irwindale



Photo:

Tag: AccesA01

Item: Drinking Fountain

Finding: Drinking fountain is not accessible and a level approach is not provided, with slopes to 6.3%.

Recommendation: Replace DF with a Hi/Lo model located at a level location.

Code Reference: CBC 11B-211.2;CBC 11B-602.2

Little Park of Irwindale



Photo:

Tag: AccesA02

Item: Bench

Finding: Bench seating area at the playground is not compliant, failing to provide wheelchair seating.

Recommendation: Provide additional concrete along the side of one bench, at the same elevation, to increase the clear space for a wheelchair.

Code Reference: CBC 11B-802.1.2;11B-802.1.4

Little Park of Irwindale



Photo:

Tag: AccesA03

Item: Playground Surface

Finding: Ground surface at play equipment is damaged.

Recommendation: Repair play surface as needed. Ground surfaces at play equipment must be inspected and maintained regularly.

Code Reference: CBC 11B-1008.2.6.1

Little Park of Irwindale



Photo:

Tag: AccesA04

Item: Concrete Walk

Finding: The East walkway is not level, having cross slopes to 3.6%.

Recommendation: Replace concrete as needed to provide a compliant walkway with cross slopes not greater than 2.1%.

Code Reference: CBC 11B-403.5.7

Little Park of Irwindale



Photo:

Tag: AccesA05

Item: Concrete Joints

Finding: Various joints in walkway have gaps greater than 1/2 inch in width or depth.

Recommendation: Fill joints with epoxy as needed to provide a compliant walk surface.

Code Reference: CBC 11B-302.3

Item:

Finding:

Recommendation:

Photo:

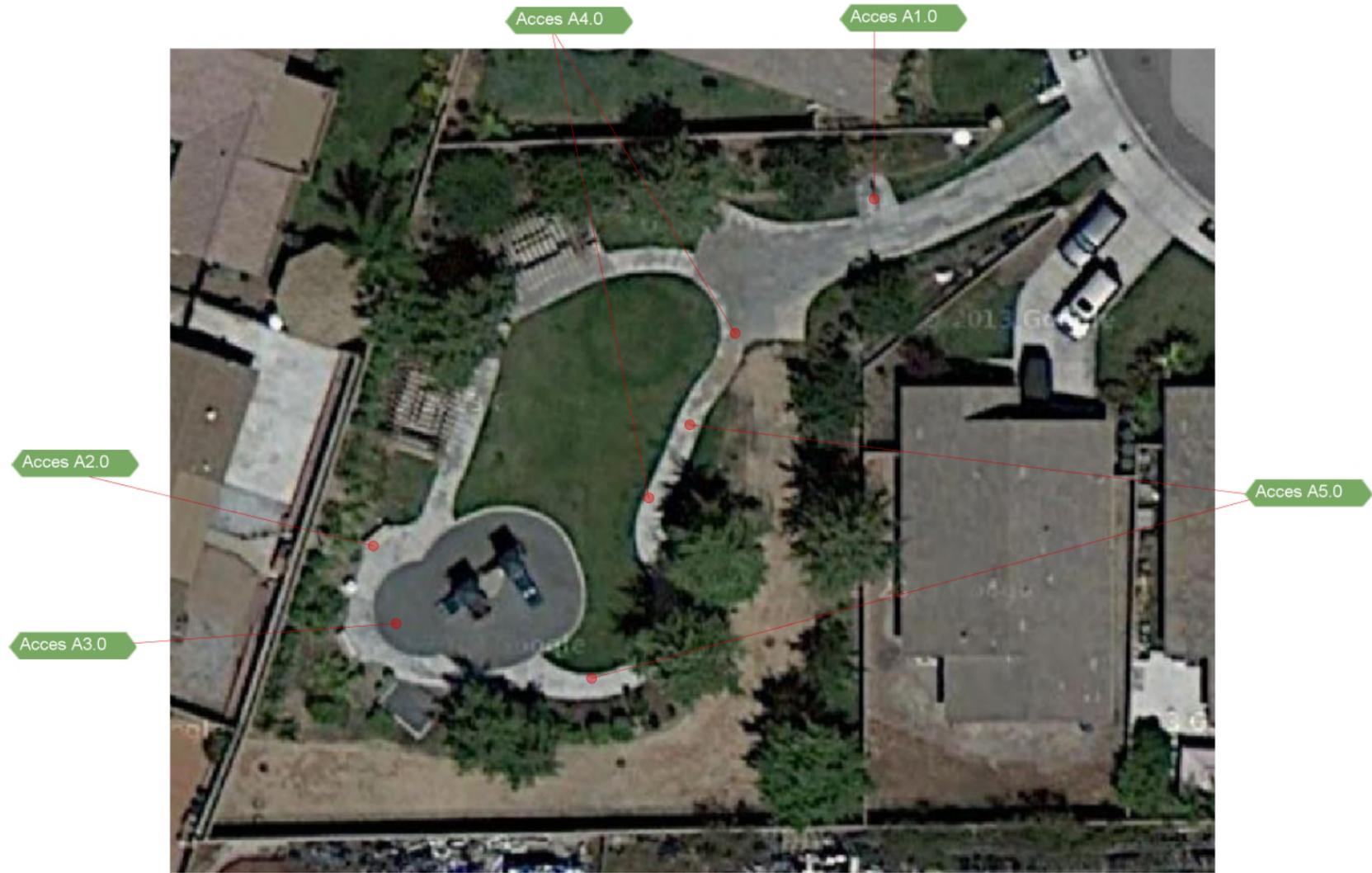
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Code Reference:



# Assessment Report

**Project:** 0814.2108.01- City of Irwindale  
**Drawing:** 1- LPI  
**Description:**  
**Phase:** Preliminary  
**Report Date:** 11-05-14



- A01 Drinking Fountain
- A02 Bench
- A03 Playground Surface
- A04 Concrete walk
- A05 Concrete Joints



**BARRIER FACILITY REPORT**  
**LITTLE PARK OF IRWINDALE**  
 2419 ALICE RODRIGUEZ CIRCLE



Appendix D  
Commonly Asked Questions  
for Law Enforcement



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## **COMMONLY ASKED QUESTIONS**

# **ABOUT THE AMERICANS WITH DISABILITIES ACT AND LAW ENFORCEMENT**

## **I. Introduction**

Police officers, sheriff's deputies, and other law enforcement personnel have always interacted with persons with disabilities and, for many officers and deputies, the Americans with Disabilities Act (ADA) may mean few changes in the way they respond to the public. To respond to questions that may arise, this document offers common sense suggestions to assist law enforcement agencies in complying with the ADA. The examples presented are drawn from real-life situations as described by police officers or encountered by the Department of Justice in its enforcement of the ADA.

### **1. Q: What is the ADA?**

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

### **2. Q: How does the ADA affect my law enforcement duties?**

**A:** Title II of the ADA prohibits discrimination against people with disabilities in State and local governments services, programs, and employment. Law enforcement agencies are covered because they are programs of State or local governments, regardless of whether they receive Federal grants or other Federal funds. The ADA affects virtually everything that officers and deputies do, for example:

- receiving citizen complaints;
- interrogating witnesses;
- arresting, booking, and holding suspects;
- operating telephone (911) emergency centers;
- providing emergency medical services;
- enforcing laws;
- and other duties.

### **3. Q: Who does the ADA protect?**

**A:** The ADA covers a wide range of individuals with disabilities. An individual is considered to have a "disability" if he or she has a physical or mental impairment that substantially limits one or more major life activities, has a record of such an impairment, or is regarded as having such an impairment.

Major life activities include such things as caring for one's self, performing manual tasks, walking, seeing, hearing, speaking, breathing, learning, and working. To be substantially limited means that such activities are restricted in the manner, condition, or duration in which they are performed in comparison with most people.

- The ADA also protects people who are discriminated against because of their association with a person with a disability.

**Example:** Police receive a call from a woman who complains that someone has broken into her residence. The police department keeps a list of dwellings where people with AIDS are known to reside. The woman's residence is on the list because her son has AIDS. Police fail to respond to her call, because they fear catching the HIV virus. The officers have discriminated against the woman on the basis of her association with an individual who has AIDS.

### **4. Q: What about someone who uses illegal drugs?**

**A:** Nothing in the ADA prevents officers and deputies from enforcing criminal laws relating to an individual's current use or possession of illegal drugs.

## **II. Interacting with People with Disabilities**

### **5. Q: What are some common problems that people with disabilities have with law enforcement?**

**A:** Unexpected actions taken by some individuals with disabilities may be misconstrued by officers or deputies as suspicious or illegal activity or uncooperative behavior.

**Example:** An officer approaches a vehicle and asks the driver to step out of the car. The driver, who has a mobility disability, reaches behind the seat to retrieve her assistive device for walking. This appears suspicious to the officer.

- Individuals who are deaf or hard of hearing, or who have speech disabilities or mental retardation, or who are blind or visually impaired may not recognize or be able to respond to police directions. These individuals may erroneously be perceived as uncooperative.

**Example:** An officer yells "freeze" to an individual who is running from an area in which a crime has been reported. The individual, who is deaf, cannot hear the officer and continues to run. The officer mistakenly believes that the individual is fleeing from the scene. Similarly, ordering a suspect who is visually impaired to get over "there" is likely to lead to confusion and misunderstanding, because the suspect may have no idea where the officer is pointing.

- Some people with disabilities may have a staggering gait or slurred speech related to their disabilities or the medications they take. These characteristics, which can be associated with neurological disabilities, mental/emotional disturbance, or hypoglycemia, may be misperceived as intoxication.

**Example:** An officer observes a vehicle with one working headlight and pulls the vehicle over. When the driver hands the registration to the officer, the officer notices that the driver's hand is trembling and her speech is slurred. The officer concludes that the individual is under the influence of alcohol, when in fact the symptoms are caused by a neurological disability.

**Example:** A call comes in from a local restaurant that a customer is causing a disturbance. When the responding officer arrives at the scene, she discovers a 25-year-old man swaying on his feet and grimacing. He has pulled the table cloth from the table. The officer believes that the man has had too much to drink and is behaving aggressively, when in fact he is having a seizure.

### ***What can be done to avoid these situations?***

Training, sensitivity, and awareness will help to ensure equitable treatment of individuals with disabilities as well as effective law enforcement. For example:

- When approaching a car with visible signs that a person with a disability may be driving (such as a designated license plate or a hand control) , the police officer should be aware that the driver may reach for a mobility device.
- Using hand signals, or calling to people in a crowd to signal for a person to stop, may be effective ways for an officer to get the attention of a deaf individual.
- When speaking, enunciate clearly and slowly to ensure that the individual understands what is being said.
- Finally, typical tests for intoxication, such as walking a straight line, will be ineffective for individuals whose disabilities cause unsteady gait. Other tests, like breathalyzers, will provide more accurate results and reduce the possibility of false arrest.

## **6. Q: What if someone is demonstrating threatening behavior because of his or her disability?**

**A:** Police officers may, of course, respond appropriately to real threats to health or safety, even if an individual's actions are a result of her or his disability. But it is important that police officers are trained to distinguish behaviors that pose a real risk from behaviors that do not, and to recognize when an individual, such as someone who is having a seizure or exhibiting signs of psychotic crisis, needs medical attention. It is also important that behaviors resulting from a disability not be criminalized where no crime has been committed. Avoid these scenarios:

- A store owner calls to report that an apparently homeless person has been in front of the store for an hour, and customers are complaining that he appears to be talking to himself. The individual, who has mental illness, is violating no loitering or panhandling laws. Officers arriving on the scene arrest him even though he is violating no laws.
- Police receive a call in the middle of the night about a teenager with mental illness who is beyond the control of her parents. All attempts to get services for the teenager at that hour fail, so the responding officer arrests her until he can get her into treatment. She ends up with a record, even though she committed no offense.

## **7. Q: What procedures should law enforcement officers follow to arrest and transport a person who uses a wheelchair?**

**A:** Standard transport practices may be dangerous for many people with mobility disabilities. Officers should use caution not to harm an individual or damage his or her wheelchair. The best approach is to ask the person what type of transportation he or she can use, and how to lift or assist him or her in transferring into and out of the vehicle.

**Example:** An individual with a disability is removed from his wheelchair and placed on a bench in a paddy wagon. He is precariously strapped to the bench with his own belt. When the vehicle begins to move, he falls off of the bench and is thrown to the floor of the vehicle where he remains until arriving at the station.

- Some individuals who use assistive devices like crutches, braces, or even manual wheelchairs might be safely transported in patrol cars.
- Safe transport of other individuals who use manual or power wheelchairs might require departments to make minor modifications to existing cars or vans, or to use lift-equipped vans or buses. Police departments may consider other community resources, e.g., accessible taxi services.

## **8. Q: What steps should officers follow to communicate effectively with an individual who is blind or visually impaired?**

**A:** It is important for officers to identify themselves and to state clearly and completely any directions or instructions -- including any information that is posted visually. Officers must read out loud in full any documents that a person who is blind or visually impaired needs to

sign. Before taking photos or fingerprints, it is a good idea to describe the procedures in advance so that the individual will know what to expect.

### **9. Q: Do police personnel need to take special precautions when providing emergency medical services to someone who has HIV or AIDS?**

**A:** Persons with HIV or AIDS should be treated just like any other person requiring medical attention. In fact, emergency medical service providers are required routinely to treat all persons as if they are infectious for HIV, Hepatitis B, or other bloodborne pathogens, by practicing universal precautions. Many people do not know that they are infected with a bloodborne pathogen, and there are special privacy considerations that may cause those who know they are infected not to disclose their infectious status.

- Universal precautions for emergency service providers include the wearing of gloves, a mask, and protective eyewear, and, where appropriate, the proper disinfection or disposal of contaminated medical equipment. Protective barriers like gloves should be used whenever service providers are exposed to blood.

**Example:** Police are called to a shopping mall to assist a teenager who has cut his hand and is bleeding profusely. As long as the attending officers wear protective gloves, they will not be at risk of acquiring HIV, Hepatitis B, or any other bloodborne pathogen, while treating the teenager.

- Refusing to provide medical assistance to a person because he or she has, or is suspected of having, HIV or AIDS is discrimination.

**Example:** Police are called to a shopping mall, where an individual is lying on the ground with chest pains. The responding officer asks the individual whether she is currently taking any medications. She responds that she is taking AZT, a medication commonly prescribed for individuals who are HIV-positive or have AIDS. The officer announces to his colleagues that the individual has AIDS and refuses to provide care. This refusal violates the ADA.

## **III. Effective Communication**

### **10. Q: Do police departments have to arrange for a sign language interpreter every time an officer interacts with a person who is deaf?**

**A:** No. Police officers are required by the ADA to ensure effective communication with individuals who are deaf or hard of hearing. Whether a qualified sign language interpreter or other communication aid is required will depend on the nature of the communication and the needs of the requesting individual. For example, some people who are deaf do not use sign language for communication and may need to use a different communication aid or rely on lipreading. In one-on-one communication with an individual who lipreads, an officer should face the individual directly, and should ensure that the communication takes place in a well-lighted area.

- Examples of other communication aids, called "auxiliary aids and services" in the ADA, that assist people who are deaf or hard of hearing include the exchange of

written notes, telecommunications devices for the deaf (TDD's) (also called text telephones (TT's) or teletypewriters (TTY's)), telephone handset amplifiers, assistive listening systems, and videotext displays.

- The ADA requires that the expressed choice of the individual with the disability, who is in the best position to know her or his needs, should be given primary consideration in determining which communication aid to provide. The ultimate decision is made by the police department. The department should honor the individuals choice unless it can demonstrate that another effective method of communication exists.
- Police officers should generally not rely on family members, who are frequently emotionally involved, to provide sign language interpreting.

**Example:** A deaf mother calls police to report a crime in which her hearing child was abused by the child's father. Because it is not in the best interests of the mother or the child for the child to hear all of the details of a very sensitive, emotional situation, the mother specifically requests that the police officers procure a qualified sign language interpreter to facilitate taking the report. Officers ignore her request and do not secure the services of an interpreter. They instead communicate with the hearing child, who then signs to the mother. The police department in this example has violated the ADA because it ignored the mothers request an inappropriately relied on a family member to interpret.

- In some limited circumstances a family member may be relied upon to interpret.

**Example:** A family member may interpret in an emergency, when the safety or welfare of the public or the person with the disability is of paramount importance. For example, emergency personnel responding to a car accident may need to rely on a family member to interpret in order to evaluate the physical condition of an individual who is deaf. Likewise, it may be appropriate to rely on a family member to interpret when a deaf individual has been robbed and an officer in hot pursuit needs information about the suspect.

**Example:** A family member may interpret for the sake of convenience in circumstances where an interpreter is not required by the ADA, such as in situations where exchanging written notes would be effective. For example, it would be appropriate to rely on a passenger who is a family member to interpret when an individual who is deaf is asking an officer for traffic directions, or is stopped for a traffic violation.

## **11. Q: If the person uses sign language, what kinds of communication will require an interpreter?**

**A:** The length, importance, or complexity of the communication will help determine whether an interpreter is necessary for effective communication.

- In a simple encounter, such as checking a driver's license or giving street directions, a notepad and pencil normally will be sufficient.
- During interrogations and arrests, a sign language interpreter will often be necessary to effectively communicate with an individual who uses sign language.
- If the legality of a conversation will be questioned in court, such as where Miranda warnings are issued, a sign language interpreter may be necessary. Police officers

should be careful about miscommunication in the absence of a qualified interpreter -- a nod of the head may be an attempt to appear cooperative in the midst of misunderstanding, rather than consent or a confession of wrongdoing.

- In general, if an individual who does not have a hearing disability would be subject to police action without interrogation, then an interpreter will not be required, unless one is necessary to explain the action being taken.

**Example:** An officer clocks a car on the highway driving 15 miles above the speed limit. The driver, who is deaf, is pulled over and issued a noncriminal citation. The individual is able to understand the reasons for the citation, because the officer exchanges written notes with the individual and points to information on the citation. In this case, a sign language interpreter is not needed.

**Example:** An officer responds to an aggravated battery call and upon arriving at the scene observes a bleeding victim and an individual holding a weapon. Eyewitnesses observed the individual strike the victim. The individual with the weapon is deaf, but the officer has probable cause to make a felony arrest without an interrogation. In this case, an interpreter is not necessary to carry out the arrest.

## **12. Q: Do I have to take a sign language interpreter to a call about a violent crime in progress or a similar urgent situation involving a person who is deaf?**

**A:** No. An officer's immediate priority is to stabilize the situation. If the person being arrested is deaf, the officer can make an arrest and call for an interpreter to be available later at the booking station.

## **13. Q: When a sign language interpreter is needed, where do I find one?**

**A:** Your department should have one or more interpreters available on call. This is generally accomplished through a contract with a sign language interpreter service. Communicating through sign language will not be effective unless the interpreter is familiar with the vocabulary and terminology of law enforcement, so your department should ensure that the interpreters it uses are familiar with law enforcement terms.

## **14. Q: Is there any legal limit to how much my department must spend on communication aids like interpreters?**

**A:** Yes. Your department is not required to take any step that would impose undue financial and administrative burdens. The "undue burden" standard is a high one. For example, whether an action would be an undue financial burden is determined by considering all of the resources available to the department. If providing a particular auxiliary aid or service would impose an undue burden, the department must seek alternatives that ensure effective communication to the maximum extent feasible.

## **15. Q: When would an officer use an assistive listening device as a communication aid?**

**A:** Assistive listening systems and devices receive and amplify sound and are used for communicating in a group setting with individuals who are hard of hearing.

- At headquarters or a precinct building, if two or more officers are interrogating a witness who is hard of hearing, or in meetings that include an individual who is hard of hearing, an assistive listening device may be needed.

**16. Q: What is a TDD and does every police station have to have one?**

**A:** A telecommunications device for the deaf (TDD) is a device used by individuals with hearing or speech disabilities to communicate on the telephone. A TDD is a keyboard with a display for receiving typed text that can be attached to a telephone. The TDD user types a message that is received by another TDD at the other end of the line.

- Arrestees who are deaf or hard of hearing, or who have speech disabilities, may require a TDD for making outgoing calls. TDD's must be available to inmates with disabilities under the same terms and conditions as telephone privileges are offered to all inmates, and information indicating the availability of the TDD should be provided.
- TDDs typically cost \$200-300 each and can be used with a standard telephone. It is unlikely that the cost of purchasing a TDD will be prohibitive. Still, a small department with limited resources could arrange to share a TDD with a local courthouse or other entity, so long as the TDD is immediately available as needed.

**17. Q. What about "911" calls? How are those made accessible to people with speech or hearing disabilities?**

**A:** Individuals with hearing and speech disabilities must have direct access to "911" or similar emergency telephone services, meaning that emergency response centers must be equipped to receive calls from TDD and computer modem users without relying on third parties or state relay services. It is important that operators are trained to use the TDD when the caller is silent, and not only when the operator recognizes the tones of a TDD at the other end of the line. For additional information, please refer to the Department of Justice's publication, *Commonly Asked Questions Regarding Telephone Emergency Services*. For information about how to obtain this and other publications, see the resources section at the end of this document.

**18. Q: Procedures at my office require citizens to fill out forms when reporting crimes. What if the person has a vision disability, a learning disability, mental retardation or some other disability that may prevent the person from filling out a form?**

**A:** The simplest solution is to have an officer or clerk assist the person in reading and filling out the form. Police officers have probably been doing this for years. The form itself could also be provided in an alternative format. Providing a copy of the form in large print (which is usually as simple as using a copy machine or computer to increase type size) will make the form accessible to many individuals with moderate vision disabilities.

## **IV. Architectural Access**

## **19. Q: Does the ADA require all police stations to be accessible to people with disabilities?**

**A:** No. Individuals with disabilities must have equal access to law enforcement services, but the ADA is flexible in how to achieve that goal. The ADA requires programs to be accessible to individuals with disabilities, not necessarily each and every facility. Often, structural alterations to an existing police station or sheriff's office will be necessary to create effective access. In some situations, however, it may be as effective to use alternative methods, such as relocating a service to an accessible building, or providing an officer who goes directly to the individual with the disability. Whatever approach to achieving "program access" is taken, training of officers and deputies, well-developed policies, and clear public notice of the approach will be critical to ensuring successful ADA compliance.

**Example:** A police station in a small town is inaccessible to individuals with mobility disabilities. The department decides that it cannot alter all areas of the station because of insufficient funds. It decides to alter the lobby and restrooms so that the areas the public uses -- for filling out crime reports, obtaining copies of investigative reports for insurance purposes, or seeking referrals to shelter care -- are accessible. Arrangements are made to conduct victim and witness interviews with individuals with disabilities in a private conference room in the local library or other government building, and to use a neighboring department's accessible lock-up for detaining suspects with disabilities. These measures are consistent with the ADA's program accessibility requirements.

**Example:** An individual who uses a wheelchair calls to report a crime, and is told that the police station is inaccessible, but that the police department has a policy whereby a police officer will meet individuals with disabilities in the parking lot. The individual arrives at the parking lot, waits there for three hours, becomes frustrated, and leaves. By neglecting to adequately train officers about its policy, the police department has failed in its obligation to provide equal access to police services, and has lost valuable information necessary for effective law enforcement.

## **20. Q: What about holding cells and jails that are not accessible?**

**A:** An arrestee with a mobility disability must have access to the toilet facilities and other amenities provided at the lock-up or jail. A law enforcement agency must make structural changes, if necessary, or arrange to use a nearby accessible facility.

- Structural changes can be undertaken in a manner that ensures officer safety and general security. For example, grab bars in accessible restrooms can be secured so that they are not removable.
- If meeting and/or interrogation rooms are provided, those areas should also be accessible for use by arrestees, family members, or legal counsel who have mobility disabilities.

## **21. Q: Is there a limit to the amount of money my agency must spend to alter an existing police facility?**

**A:** Yes. It is the same legal standard of "undue burden" discussed earlier with regard to the provision of communication aids. Your agency is not required to undertake alterations that

would impose undue financial and administrative burdens. If an alteration would impose an "undue burden", the agency must choose an alternative that ensures access to its programs and services.

## **22. Q. We are building a new prison. Do we need to make it accessible?**

**A:** Yes. All new buildings must be made fully accessible to, and usable by, individuals with disabilities. The ADA provides architectural standards that specify what must be done to create access.

- Either the Uniform Federal Accessibility Standards (UFAS) or the ADA Standards for Accessible Design (without the elevator exemption) (ADA Standards) may be used. UFAS has specific scoping requirements for prisons that require, among other things, that 5% of all cells be made accessible to individuals with mobility disabilities.
- Unlike modifications of existing facilities, there is no undue burden limitation for new construction.
- In addition, if an agency alters an existing facility for any reason -- including reasons unrelated to accessibility -- the altered areas must be made accessible to individuals with disabilities.

## **V. Modifications of Policies, Practices, and Procedures**

### **23. Q: What types of modifications in law enforcement policies, practices, and procedures does the ADA require?**

**A:** The ADA requires law enforcement agencies to make reasonable modifications in their policies, practices, and procedures that are necessary to ensure accessibility for individuals with disabilities, unless making such modifications would fundamentally alter the program or service involved. There are many ways in which a police or sheriff's department might need to modify its normal practices to accommodate a person with a disability.

**Example:** A department modifies a rule that prisoners or detainees are not permitted to have food in their cells except at scheduled intervals, in order to accommodate an individual with diabetes who uses medication and needs access to carbohydrates or sugar to keep blood sugar at an appropriate level.

**Example:** A department modifies its enforcement of a law requiring a license to use motorized vehicles on the streets, in order to accommodate individuals who use scooters or motorized wheelchairs. Such individuals are pedestrians, but may need to use streets where curb cuts are unavailable.

**Example:** A department modifies its regular practice of handcuffing arrestees behind their backs, and instead handcuffs deaf individuals in front in order for the person to sign or write notes.

**Example:** A department modifies its practice of confiscating medications for the period of confinement, in order to permit inmates who have disabilities that require self-medication, such as cardiac conditions or epilepsy, to self-administer medications that do not have abuse potential.

**Example:** A department modifies the procedures for giving Miranda warnings when arresting an individual who has mental retardation. Law enforcement personnel use simple words and ask the individual to repeat each phrase of the warnings in her or his own words. The personnel also check for understanding, by asking the individual such questions as what a lawyer is and how a lawyer might help the individual, or asking the individual for an example of what a right is. Using simple language or pictures and symbols, speaking slowly and clearly, and asking concrete questions, are all ways to communicate with individuals who have mental retardation.

- Informal practices may also need to be modified. Sometimes, because of the demand for police services, third party calls are treated less seriously. Police officers should keep in mind that calling through a third party may be the only option for individuals with certain types of disabilities.

## **VI. Resources**

### **24. Q: It sounds like awareness and training are critical for effective interaction with individuals with disabilities. How can I find out more about the needs of my local disability community?**

**A:** State and local government entities were required, by January 26, 1993, to conduct a "self-evaluation" reviewing their current services, policies, and practices for compliance with the ADA. Entities employing 50 or more persons were also to develop a "transition plan" identifying structural changes that needed to be made. As part of that process, the ADA encouraged entities to involve individuals with disabilities from their local communities. Continuing this process will promote access solutions that are reasonable and effective. Even though the deadlines for the self-evaluation, transition plan, and completion of structural changes have passed, compliance with the ADA is an ongoing obligation.

### **25. Q: Where can I turn for answers to other questions about the ADA?**

**A:** The Department of Justice's toll-free ADA Information Line answers questions and offers free publications about the ADA. The telephone numbers are: 800-514-0301 (voice) or 800-514-0383 (TTY). Publications are also available from the ADA Website [www.ada.gov](http://www.ada.gov).

**Note: Reproduction of this document is encouraged.**



Last Revised April 4, 2006

# Appendix E

## Disability Etiquette



***United Spinal  
Association***



# **DISABILITY ETIQUETTE**

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**Tips On Interacting With People With Disabilities**

# United Spinal Association

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## Mission Statement

United Spinal Association's mission is to improve the quality of life of all people living with spinal cord injuries and disorders (SCI/D).

## Who We Are

United Spinal Association is the largest non-profit in the United States dedicated to helping people living with SCI/D. We are a 501(c)(3) national disability rights and veterans service organization founded in 1946. United Spinal Association provides active-lifestyle information, peer support and advocacy that empowers people with SCI/D to achieve their highest potential in all facets of life. United Spinal played a significant role in writing the Americans with Disabilities Act, the landmark civil rights law of 1990 that protects people with disabilities from discrimination. It has also made important contributions to the Fair Housing Amendments Act and the Air Carrier Access Act, and was instrumental in getting New York City to create sidewalk curb ramps and accessible public transportation that is currently used as a model for many cities nationwide.

## Who We Serve

United Spinal Association's diverse membership includes wheelchair-users, veterans with disabilities and people living with multiple sclerosis, amyotrophic lateral sclerosis (ALS), post-polio, spina bifida and other spinal cord disorders. Each year, United Spinal Association helps thousands of people of all ages overcome the daily challenges of living life with a disability. And we extend our unending support to those most important in their lives— their family members and caregivers.

## Publications

To download any of United Spinal Association's informative publications free of charge, visit [www.unitedspinal.org/publications](http://www.unitedspinal.org/publications) or call 1-800-444-0120 to order printed copies.

## Donations

United Spinal Association receives very little government funding. Its programs and services depend on individuals like you and your tax-deductable gifts. In fact, without your generous support, the organization could not exist. If you would like to make a donation to support United Spinal's mission, please visit [www.unitedspinal.org/giving](http://www.unitedspinal.org/giving) or call 1-800-404-2899.

## Membership

National Spinal Cord Injury Association is the membership program of United Spinal Association, and welcomes all individuals with a strong interest in our community. Individual membership is free. Visit [www.spinalcord.org](http://www.spinalcord.org) or call 800-962-9629.

## Training

United Spinal Association can customize a "Disability Etiquette" training session at a reasonable cost for your company, organization, or institution. Its experienced staff can plan a program based on your needs. For more information, please contact [info@unitedspinal.org](mailto:info@unitedspinal.org).

## United Spinal Association

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# Contents

Mission Statement .....	2
About Us .....	2
Publications .....	2
Donations .....	2
Training .....	2
Introduction .....	4
The Basics .....	4
Ask Before You Help .....	4
Be Sensitive About Physical Contact .....	4
Think Before You Speak .....	6
Don't Make Assumptions .....	6
Respond Graciously to Requests .....	6
Terminology Tips .....	6
People Who Use Wheelchairs or Other Mobility Devices.....	7
People Who Are Blind .....	11
People With Low Vision.....	15
People Who Are Deaf or Have a Hearing Loss .....	15
People With Speech Disabilities .....	19
Persons of Short Stature .....	21
People With Cerebral palsy.....	21
People With Tourette Syndrome.....	22
People Who Look Different.....	22
People With Hidden Disabilities .....	23
People With Epilepsy or Seizure Disorders .....	23
People With Multiple Chemical Sensitivity (MCS) and Respiratory Disabilities .....	25
People With HIV & AIDS.....	26
People With Psychiatric Disabilities or Mental Illness .....	27
People With Developmental Disabilities .....	29
People with Learning Disabilities .....	30
People with Traumatic (or Acquired) Brain Injury.....	30
People Who Use Service Animals .....	31
Emergency Evacuation Procedures for People With Disabilities .....	33
Conflict Management .....	34
A Final Word .....	34
Signage .....	35

# Introduction

The National Organization on Disability (NOD) reports that more than 54 million Americans have a disability. This booklet is for anyone—with or without a disability—who wants to interact more effectively with people with disabilities. The Americans with Disabilities Act (ADA) of 1990 was conceived with the goal of integrating people with disabilities into all aspects of life, particularly the workplace and the marketplace. Sensitivity toward people with disabilities is not only in the spirit of the ADA, it makes good business sense. It can help you expand your practice, better serve your customers or develop your audience. When supervisors and co-workers use disability etiquette, employees with disabilities feel more comfortable and work more productively. Practicing disability etiquette is an easy way to make people with disabilities feel welcome.

You don't have to feel awkward when dealing with a person who has a disability. This booklet provides some basic tips for you to follow. And if you are ever unsure how to interact with a person who has a disability, just ask!

## The Basics

### **ASK BEFORE YOU HELP**

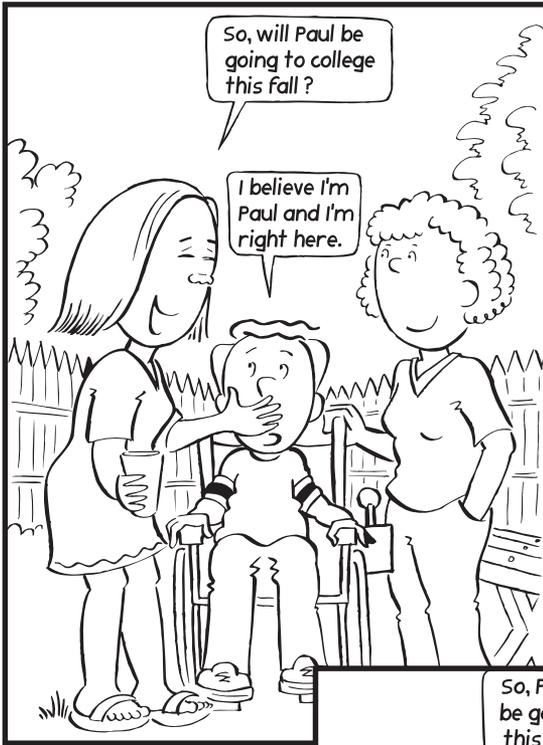
Just because someone has a disability, don't assume she needs help.\* If the setting is accessible, people with disabilities can usually get around fine. Adults with disabilities want to be treated as independent people. Offer assistance only if the person appears to need it. A person with a disability will oftentimes communicate when she needs help. And if she does want help, ask how before you act.

### **BE SENSITIVE ABOUT PHYSICAL CONTACT**

Some people with disabilities depend on their arms for balance. Grabbing them, even if your intention is to assist, could knock them off balance.

Avoid patting a person on the head or touching his wheelchair, scooter or cane. People with disabilities consider their equipment part of their personal space.

\* Note: We want you to think of people who have disabilities as individuals—your friends, your co-workers, your neighbors—so rather than use the amorphous group term “they” for people with disabilities, we use the pronouns “he” or “she” throughout this booklet.



**Speak directly to a person with a disability....**

**....not to his companion or sign language Interpreter.**



### **THINK BEFORE YOU SPEAK**

Always speak directly to the person with a disability, not to his companion, aide or sign language interpreter. Making small talk with a person who has a disability is great; just talk to him as you would with anyone else. Respect his privacy. If you ask about his disability, he may feel like you are treating him as a disability, not as a human being. However, many people with disabilities are comfortable with questions about their disability after getting to know someone. A simple “I don’t feel comfortable sharing that” by the person with a disability can set the tone if it is not something that he/she is willing to share.

### **DON’T MAKE ASSUMPTIONS**

People with disabilities are the best judge of what they can or cannot do.

Don’t make decisions for them about participating in any activity. Depending on the situation, it could be a violation of the ADA to exclude people because of a presumption about their limitations.

### **RESPOND GRACIOUSLY TO REQUESTS**

When people who have disabilities ask for an accommodation at your business, it is not a complaint. It shows they feel comfortable enough in your establishment to ask for what they need. And if they get a positive response, they will probably come back again and tell their friends about the good service they received.

## **Terminology Tips**

**PUT THE PERSON FIRST.** Say “person with a disability” rather than “disabled person.” Say “people with disabilities” rather than “the disabled.” For specific disabilities, saying “person with Tourette syndrome” or “person who has cerebral palsy” is usually a safe bet. Still, individuals do have their own preferences. If you are not sure what words to use, ask.

Avoid outdated terms like “handicapped”, “crippled”, or “retarded.” Be aware that many people with disabilities dislike jargony, euphemistic terms like “physically challenged” and “differently abled.” Say “person who uses a wheelchair” rather than “confined to a wheelchair” or “wheelchair bound.” The wheelchair is what enables the person to get around and participate in society; it’s liberating, not confining.

With any disability, avoid negative, disempowering words, like “victim” or “sufferer.” Say “person with AIDS” instead of “AIDS victim” or “person who suffers from AIDS.”

It’s okay to use idiomatic expressions when talking to people with disabilities. For example, saying, “It was good to see you,” and “See you later,” to a person who is blind is completely acceptable; they use these expressions themselves all the time.

Many people who are Deaf communicate with sign language and consider themselves to be members of a cultural and linguistic minority group. They refer to themselves as Deaf with a capital “D,” and may be offended by the term “hearing impaired.” Others may not object to the term, but in general it is safest to refer to people who have hearing loss but who communicate in spoken language as “hard of hearing” and to people with profound hearing losses as Deaf or deaf.

## People Who Use Wheelchairs or Other Mobility Devices

**PEOPLE WHO USE WHEELCHAIRS** have different disabilities and varying abilities. Some can use their arms and hands. Some can get out of their wheelchairs and even walk for short distances.

People who use wheelchairs are individuals, not equipment. Don’t lean over someone who uses a wheelchair to shake another person’s hand or ask a wheelchair user to hold coats. Setting your drink on the desktop attached to someone’s wheelchair is a definite no-no.

- ◆ Don’t push or touch a person’s wheelchair; it’s part of her personal space. If you help someone down a curb without waiting for instructions, you may dump her out of the chair. You may detach the chair’s parts if you lift it by the handles or the footrest.
- ◆ Keep the ramps and wheelchair-accessible doors to your building unlocked and unblocked. Under the ADA, displays should not be in front of entrances, wastebaskets should not be in the middle of aisles, and boxes should not be stored on ramps.



**Keep accessible paths of travel clear.**



- ◆ Be aware of a person's reach limits. Place as many items as possible within their grasp. And make sure that there is a clear path of travel to shelves and display racks. When talking to a person using a wheelchair, grab your own chair and sit at her level. If that's not possible, stand at a slight distance, so that she isn't straining her neck to make eye contact with you.
- ◆ If the service counter at your place of business is too high for a person using a wheelchair to see over, step around it to provide service. Have a clipboard handy if filling in forms or providing signatures is expected. A business may also want to make sure employees are prepared to angle down or detach a key pad so a person using a wheelchair can sign their electronic signature after making a credit card purchase.
- ◆ If your building has different routes through it, be sure that signs direct people to the accessible routes around the facility. People who use canes or crutches also need to know the easiest way to get around a place, but stairs may be easier for them than a ramp. Ensure that security guards and receptionists can answer questions about the most accessible way around the building and grounds, including the location of elevators.
- ◆ People who use canes or crutches need their arms to balance themselves, so never grab them. People who have limited mobility may lean on a door for support as they open it. Pushing the door open from behind or unexpectedly opening the door may cause them to fall. Even pulling out or pushing in a chair may present a problem. Always ask before offering help.
- ◆ If you offer a seat to a person who has limited mobility, keep in mind that chairs with arms or with higher seats are easier for some people to use.
- ◆ Falls are a big problem for people who have limited mobility. Be sure to set out adequate warning signs after washing floors. Also put out mats on rainy or snowy days to keep the floors as dry as possible. (Make sure they don't bunch up and make the floor impassable.)



**Don't ask a person using a wheelchair to hold things for you.**

**Respect her personal space.**



- ◆ People who do not have a visible disability may have needs related to their mobility. For example, a person with a respiratory or heart condition may have trouble walking long distances or walking quickly. Be sure that your museum, hotel or department store has ample benches for people to sit and rest on.
- ◆ Some people have limited use of their hands, wrists or arms. Be prepared to offer assistance with reaching, grasping or lifting objects, opening doors and display cases, and operating vending machines and other equipment.

## People Who Are Blind

**PEOPLE WHO ARE BLIND** know how to orient themselves and get around on the street. They are competent to travel unassisted, though they may use a cane or a guide dog. A person may have a visual disability that is not obvious. Be prepared to offer assistance—for example in reading—when asked.

- ◆ Identify yourself before you make physical contact with a person who is blind. Tell him your name and your role if it's appropriate, such as security guard, usher, case worker, receptionist or fellow student. And be sure to introduce him to others who are in the group, so that he's not excluded.
- ◆ If a new customer or employee is blind or has low vision, offer him a tour of your facility.
- ◆ If you have changed your facility (i.e., rearranged the furniture) notify your customers who are blind of the changes.
- ◆ People who are blind may need their arms for balance, so offer your arm—don't take his—if he needs to be guided. (It is however appropriate to guide a blind person's hand to a banister or the back of a chair to help direct him to a stairway or a seat.)
- ◆ If the person has a guide dog, walk on the side opposite the dog. As you are walking, describe the setting, noting any obstacles, such as stairs



**If a person who is blind needs to be guided....**

**....offer your arm—  
don't take his.**



(‘up’ or ‘down’) or a big crack in the sidewalk. Other hazards include: revolving doors, half-opened filing cabinets or doors, and objects protruding from the wall at head level such as hanging plants or lamps. If you are going to give a warning, be specific. Hollering “Look out!” does not tell the person if he should stop, run, duck or jump.

- ◆ If you are giving directions, give specific, non-visual information. Rather than say, “Go to your right when you reach the office supplies,” which assumes the person knows where the office supplies are, say, “Walk forward to the end of this aisle and make a full right.”
- ◆ If you need to leave a person who is blind, inform him you are leaving and ask if he needs anything before you leave.
- ◆ Don’t touch the person’s cane or guide dog. The dog is working and needs to concentrate. The cane is part of the individual’s personal space. If the person puts the cane down, don’t move it. Let him know if it’s in the way.
- ◆ Offer to read written information—such as the menu, merchandise labels or bank statements—to customers who are blind. Count out change so that they know which bills are which.
- ◆ If you serve food to a person who is blind, let him know where it is on the plate according to a clock orientation (12 o’clock is furthest from them, 6 o’clock is nearest). Remove garnishes and anything that is not edible from the plate. Some patrons may ask you to cut their food; this can be done in the restaurant’s kitchen before the meal is served.



**Be specific  
when giving  
directions....**

**...to people who  
are blind or have  
low vision.**



## People With Low Vision

**A PERSON WHO HAS LOW VISION** may need written material in large print. A clear font with appropriate spacing is just as important as the type size. Labels and signs should be clearly lettered in contrasting colors. It is easiest for most people with low vision to read bold white letters on black background. Avoid using all uppercase letters because it is more difficult for people with low vision to distinguish the end of a sentence.

- ◆ Good lighting is important, but it shouldn't be too bright. In fact, very shiny paper or walls can produce a glare that disturbs people's eyes.
- ◆ Keep walkways clear of obstructions. If people with low vision regularly use your facility as customers or employees, inform them about any physical changes, such as rearranged furniture, equipment or other items that have been moved.

## People Who Are Deaf or Have a Hearing Loss

**AMERICAN SIGN LANGUAGE (ASL)** is an entirely different language from English, with a syntax all its own. Speech reading (lip reading) is difficult for people who are Deaf if their first language is ASL because the majority of sounds in English are formed inside the mouth, and it's hard to speech read a second language.

People who have a hearing loss, however, communicate in English. They use some hearing, but may rely on amplification and/or seeing the speaker's lips to communicate effectively.

There is a range of communication preferences and styles among people with hearing loss that cannot be explained in this brief space. It is helpful to note that the majority of people who incurred a hearing loss as adults do not communicate with sign language, do use English, and may be candidates for writing and assistive listening devices to help improve communication. People with cochlear implants, like other people with hearing loss, will usually inform you what works best for them.

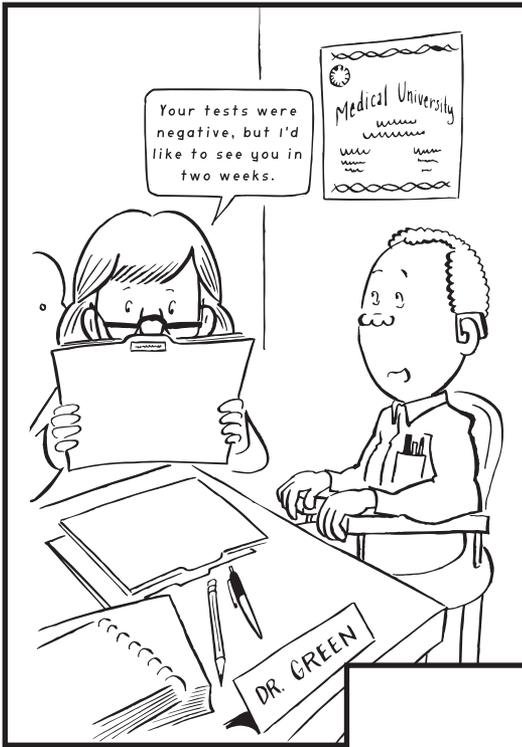


**When an exchange of information is complex, the most effective way to communicate with....**

**....a person who is Deaf is through a qualified sign language interpreter.**



- ◆ When the exchange of information is complex (e.g., during a job interview or doctor's visit or when reporting a crime) the most effective way to communicate with a native signer is through a qualified sign language interpreter. For a simple interaction (e.g., ordering in a restaurant or registering for a hotel room) writing back and forth is usually okay.
- ◆ Follow the person's cues to find out if she prefers sign language, gesturing, writing or speaking. If you have trouble understanding the speech of a person who is deaf or hard of hearing, let her know.
- ◆ When using a sign language interpreter, look directly at the person who is deaf, and maintain eye contact to be polite. Talk directly to the person ('What would you like?'), rather than to the interpreter ('Ask her what she'd like.').
- ◆ People who are deaf need to be included in the decision-making process for issues that affect them; don't decide for them.
- ◆ Before speaking to a person who is deaf or has a loss of hearing, make sure that you get her attention. Depending on the situation, you can extend your arm and wave your hand, tap her on the shoulder or flicker the lights.
- ◆ Rephrase, rather than repeat, sentences that the person does not understand.
- ◆ When talking, face the person. A quiet, well-lit room is most conducive to effective communication. If you are in front of the light source (e.g., a window) with your back to it, the glare may obscure your face and make it difficult for the person who is hard of hearing to speech read.
- ◆ Speak clearly. Most people who have a hearing loss count on watching people's lips as they speak to help them understand. Avoid chewing gum, smoking or obscuring your mouth with your hand while speaking.
- ◆ There is no need to shout. If the person uses a hearing aid, it will be calibrated to normal voice levels; your shout will just distort the words.



**Do not obscure your face when communicating with a person who has a hearing loss.**



- ◆ People who are deaf (and some who have a hearing loss or speech disabilities) make and receive telephone calls with the assistance of various technologies including a TTY (short for teletypewriter) or a Video Relay Service (VRS). VRS enables a person who is deaf or has a hearing loss to make and receive telephone calls through a communications assistant who is a qualified American Sign Language Interpreter. For many people who are deaf or have a hearing loss, VRS is closer to “functionally equivalent” telephone services than any other form of relay service. For American Sign Language users, VRS conversations flow more smoothly, naturally, and faster than communicating by typing.
- ◆ When a TTY user calls a business that does not have a TTY, she places the call through her state’s relay service. Likewise, a business that does not have a TTY can reach a customer who is a TTY user through the relay service. If you receive a relay call, the operator will identify it as such. Please do not hang up; this is the way that people who are deaf are able to place an order at your pizza parlor, call your store to find out what hours you are open, or make a reservation at your restaurant.

## People With Speech Disabilities

**A PERSON WHO HAS HAD A STROKE**, is deaf, uses a voice prosthesis or has a stammer or other type of speech disability may be difficult to understand.

- ◆ Give the person your full attention. Don’t interrupt or finish the person’s sentences. If you have trouble understanding, don’t nod. Just ask him to repeat. In most cases the person won’t mind and will appreciate your effort to hear what he has to say.
- ◆ If you are not sure whether you have understood, you can repeat for verification.
- ◆ If, after trying, you still cannot understand the person, ask him to write it down or to suggest another way of facilitating communication.
- ◆ A quiet environment makes communication easier.



**If you have trouble understanding a person with....**

**...a speech disability ask him to repeat.**



- ◆ Don't tease or laugh at a person with a speech disability. The ability to communicate effectively and to be taken seriously is important to all of us.

## Persons of Short Stature

**THERE ARE 200 DIAGNOSED TYPES OF GROWTH-RELATED DISORDERS** that can cause dwarfism and that result in the person being 4 feet 10 inches or less in height. For an adult, being treated as cute and childlike can be a tough obstacle.

- ◆ Be aware of having necessary items within the person's reach to the maximum extent possible.
- ◆ Be aware that persons of short stature count on being able to use equipment that is at their height. Be sensitive about not using lower telephones, bank counters and urinals if they are in limited supply.
- ◆ As with people who have other disabilities, never pet or kiss a person of short stature on the head.
- ◆ Communication can be easier when people are at the same level. Persons of short stature have different preferences. You might kneel to be at the person's level; stand back so you can make eye contact without the person straining her neck (this can be hard to do in a crowded room); or sit in a chair. Act natural and follow the person's cues.

## People With Cerebral Palsy

**AS A RESULT OF INJURY TO THE CENTRAL NERVOUS SYSTEM**, people with cerebral palsy (CP) have difficulty controlling their muscles.

- ◆ Many people with CP have slurred speech and involuntary body movements. Your impulse may be to discount what they have to say, based on their appearance. Monitor your responses and interact with the person as you would with anyone else.
- ◆ A person who may appear to be drunk, sick or have a medical emergency might in fact have CP or another disability. Get the facts before acting on your first impression, whether the situation is business, social or law enforcement.

## People With Tourette Syndrome

**PEOPLE WITH TOURETTE SYNDROME** may make vocalizations or gestures such as tics that they cannot control. A small percentage of people with Tourette syndrome involuntarily say ethnic slurs or obscene words. An employee or other person with Tourette syndrome will benefit from the understanding and acceptance of co-workers and others.

- ◆ If a person with Tourette makes vocalizations during a conversation, simply wait for her to finish, and then calmly continue.
- ◆ The more the person tries to contain these urges, the more the urges build up. It may be helpful for a person with Tourette to have the option to leave the meeting or conversation temporarily to release the build-up in a private place.

## People Who Look Different

**A DIFFERENT ISSUE** confronts people who may not be limited in their life activities, but who are treated as if they have a disability because of their appearance. People with facial differences, such as cleft lip or palate, cranio-facial disfigurement, or a skin condition; people who are above or below the average height or weight; people who may display visible effects of medication, such as a tremor—in short, people who look different—have the frequent experience of finding people staring at them, looking away or looking through them as if they are invisible.

- ◆ Everyone needs to have a positive self-image to be a fully participating member of society. Be sure that you don't contribute to stigmatizing people who look different.
- ◆ If the situation is appropriate, strike up a conversation and include the person in whatever is going on.

## People With Hidden Disabilities

**NOT ALL DISABILITIES ARE APPARENT.** A person may make a request or act in a way that seems strange to you. That request or behavior may be disability-related.

For example, you may give seemingly simple verbal directions to someone, but the person asks you to write the information down. He may have a learning disability that makes written communication easier for him. Or a person may ask to sit, rather than stand, in line. This person may be fatigued from a condition such as cancer, or may be feeling the effects of medication.

Even though these disabilities are hidden, they are real. Please respect the person's needs and requests whenever possible.

## People With Epilepsy or Seizure Disorders

**EPILEPSY IS A NEUROLOGICAL CONDITION** characterized by seizures that happen when the electrical system of the brain malfunctions. The seizures may be convulsive, or the person may appear to be in a trance. During complex partial seizures, the person may walk or make other movements while he is, in effect, unconscious.

- ◆ If a person has a seizure, you cannot do anything to stop it. If he has fallen, be sure his head is protected and wait for the seizure to end.
- ◆ When a seizure has ended, the person may feel disoriented and embarrassed. Try to ensure that he has privacy to collect himself.
- ◆ Be aware that beepers and strobe lights can trigger seizures in some people.



**Try to avoid using sprays or other fummy products when customers are in your store.**



# People With Multiple Chemical Sensitivity (MCS) and Respiratory Disabilities

**PEOPLE WITH MCS AND RESPIRATORY DISABILITIES** such as asthma or emphysema react to toxins in the air. Stale air, fumes from cleaning products, perfume, carpeting, air freshener or even the fumes from magic markers can trigger a severe reaction.

- ◆ Try to avoid spray-cleaning tables, windows or other surfaces while people are in your place of business. If you must use a spray product, spray or pour it closely into the cloth, not into the air. Use less-toxic products when possible. Request that staff that have contact with the public go easy on fragranced body-care products like cologne, hair spray, hand lotion, and after-shave.
- ◆ Maintaining good ventilation and indoor air quality will not only benefit your customers who have MCS and respiratory disabilities, it will also help you and all of your employees stay healthier and more alert.
- ◆ Second-hand smoke can be particularly harmful to people with MCS or respiratory disabilities. Follow and enforce no-smoking regulations, including in restrooms and stairwells. Discourage smokers from congregating at the entrance to your business. If appropriate, designate a separate smoking area where the door is kept closed and the air ventilates to the outside.

## People With HIV & AIDS

**PEOPLE WITH HUMAN IMMUNODEFICIENCY VIRUS (HIV)** or Autoimmune Deficiency Syndrome (AIDS) have impaired immune systems, so their bodies have trouble fighting off infections.

- ◆ You can't catch HIV from casual contact such as shaking hands, so don't be afraid of touching or being touched by a person with AIDS.
- ◆ A person with HIV or AIDS, however, is at significant risk of picking up an airborne infection. Be conscious of not putting someone else at risk. If you have a respiratory infection or any other easily transmittable illness, be considerate of all your customers and employees and stay home, if possible.
- ◆ Many people with AIDS feel stigmatized. By simply greeting or shaking the person's hand, you are letting him know that he is accepted. It will mean a lot to him.

### **A WORD ABOUT CONFIDENTIALITY:**

You may really care or you may just be curious about a person with a disability who is in crisis, suddenly ill, or misses work for unexplained reasons. In spite of your concern, please respect the privacy of a person with a disability. Allow him to discuss his situation if and when he feels comfortable doing so.

# People with Psychiatric Disabilities or Mental Illness

**PEOPLE WITH PSYCHIATRIC DISABILITIES** may at times have difficulty coping with the tasks and interactions of daily life. Their disorder may interfere with their ability to feel, think or relate to others. Most people with psychiatric disabilities are not violent. One of the main obstacles they face is the attitudes that people have about them. Because it is a hidden disability, chances are you will not even realize that the person has a mental health condition.

- ◆ Stress can affect the person's ability to function. Try to keep the pressure of the situation to a minimum.
- ◆ People who have psychiatric disabilities have varying personalities and different ways of coping with their disability. Some may have trouble picking up on social cues; others may be supersensitive. One person may be very high energy, while someone else may appear sluggish. Treat each person as an individual. Ask what will make him most comfortable and respect his needs to the maximum extent possible.
- ◆ In a crisis, stay calm and be supportive as you would with anyone. Ask how you can help, and find out if there is a support person who can be sent for. If appropriate, you might ask if the person has medication that he needs to take.



**Always  
ask before  
you help.**



# People With Developmental Disabilities

**PEOPLE WITH DEVELOPMENTAL DISABILITIES LEARN SLOWLY.** They have a hard time using what they have learned and applying it from one setting or situation to another.

- ◆ Speak to the person in clear sentences, using simple words and concrete—rather than abstract—concepts. Help her understand a complex idea by breaking it down into smaller parts.
- ◆ Don't use baby talk or talk down to people who have developmental disabilities. Gauge the pace, complexity, and vocabulary of your speech according to theirs.
- ◆ Remember that the person is an adult and, unless you are informed otherwise, can make her own decisions.
- ◆ People with developmental disabilities may be anxious to please. During an interview, the person may tell you what she thinks you want to hear. In certain situations, such as law enforcement or a doctor's examination, it can have grave consequences if your interview technique is not effective. Questions should be phrased in a neutral way to elicit accurate information. Verify responses by repeating each question in a different way.
- ◆ It can be difficult for people with developmental disabilities to make quick decisions. Be patient and allow the person to take their time.
- ◆ Clear signage with pictograms can help a person who has developmental disabilities to find her way around a facility.
- ◆ People with developmental disabilities often rely on routine and on the familiar to manage work and daily living. Be aware that a change in the environment or in a routine may require some attention and a period of adjustment.

# People with Learning Disabilities

**LEARNING DISABILITIES ARE LIFELONG DISORDERS** that interfere with a person's ability to receive, express or process information. Although they have certain limitations, most people with learning disabilities have average or above-average intelligence. You may not realize that the person has a learning disability because he functions so well. Or you may be confused about why such a high-functioning person has problems in one aspect of his work.

- ◆ People with dyslexia or other reading disabilities have trouble reading written information. Give them verbal explanations and allow extra time for reading.
- ◆ Don't be surprised if you tell someone very simple instructions and he requests that you write them down. Because spoken information gets "scrambled" as he listens, a person who has a learning disability such as auditory processing disorder may need information demonstrated or in writing.
- ◆ Ask the person how you can best relay information. Be direct in your communication. A person with a learning disability may have trouble grasping subtleties.
- ◆ It may be easier for the person to function in a quiet environment without distractions, such as a radio playing, people moving around or loudly patterned curtains.

# People with Traumatic (or Acquired) Brain Injury

**PEOPLE WITH TRAUMATIC BRAIN INJURY** have had damage to the brain usually as the result of trauma, such as an accident or stroke.

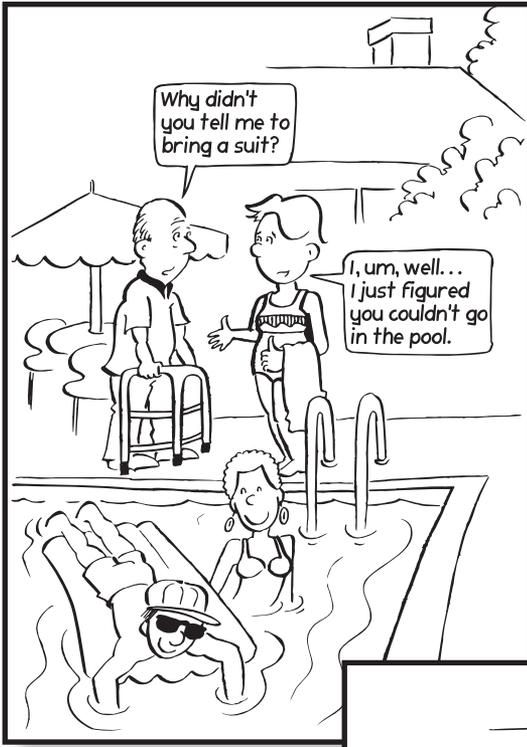
- ◆ Some of the factors that affect people with learning disabilities also apply to people with traumatic brain injury. People with brain injury may have a loss of muscle control or mobility that is not obvious. For example, a person may not be able to sign her name, even though she can move her hand.

- ◆ A person with a brain injury may have poor impulse control. The person may make inappropriate comments and may not understand social cues or “get” indications that she has offended someone. In her frustration to understand, or to get her own ideas across, she may seem pushy. All of these behaviors arise as a result of the injury.
- ◆ A person with a brain injury may be unable to follow directions due to poor short-term memory or poor directional orientation. She may ask to be accompanied, or she may use a guide dog for orientation, although she does not appear to be mobility impaired.
- ◆ If you are not sure that the person understands you, ask if she would like you to write down what you were saying.
- ◆ The person may have trouble concentrating or organizing her thoughts, especially in an over-stimulating environment, like a crowded movie theater or transportation terminal. Be patient. You might suggest going somewhere with fewer distractions.

## People Who Use Service Animals

**SOME PEOPLE WHO** are Deaf, blind or have low vision, or who have traumatic brain injury, seizure disorder, or a range of other disabilities may use a service animal to assist them with daily living.

- ◆ While you may inquire whether an animal is a service animal, the person may not have information identifying it as such. This means that in general, you will need to modify a “no animals” policy to allow the person to enter with her service animal. Barring a direct threat to health and safety, this requirement of the ADA is generally thought to take precedence over any health codes, such as those for restaurants, and personal preferences, such as those of taxi drivers, prohibiting pets.
- ◆ Service animals are generally highly trained and well behaved. You may ask the person to remove the animal if she does not have the animal under her control. Do not touch the service animal without permission. The animal may be adorable, but it is on the job.



**Don't make decisions for people with disabilities....**

**.... about what they can or can't do.**



# Emergency Evacuation Procedures for People With Disabilities

## PEOPLE WITH DISABILITIES MUST BE CONSIDERED IN ANY FACILITY'S EVACUATION PLAN.

- ◆ Compile a voluntary list of people with disabilities who are regulars at your facility, such as employees, students or residents. While you are compiling this list, let people know that even though they may not consider themselves of having a disability, they should be included if they may need help during an emergency. For example, this might apply to someone whose asthma may be triggered by stress or smoke. Keep the list updated to include people who are living with temporary disabilities, such as a pregnant woman or someone with a broken leg.
- ◆ Interview each individual on the list to plan the most effective way to assist them in case of an emergency. For example, a person with a cognitive disability may get confused and need assistance in following directions.
- ◆ Also develop a plan, including a voluntary sign-in, for an emergency that may affect people who are not attached to the facility, such as customers, theatergoers, patients or other members of the public.
- ◆ Practice the evacuation procedures and keep your plans up to date.

## Conflict Management

**SOMETIMES CONFLICTS ARISE** between people with disabilities and the places they visit for work, recreation, health care or education. These conflicts are usually the result of misunderstanding or a lack of information. Sometimes conflicts develop between people with disabilities who have conflicting needs. For example, a person who has a hearing loss cannot hear the proceedings with the window open, but a person with Multiple Chemical Sensitivity needs the window open for fresh air; someone who uses a service dog may run into a conflict with a person who has an anxiety disorder and an extreme fear of dogs.

All of these situations call for flexibility, patience, creativity, and open communication—a willingness to listen to the other guy's perspective and to learn.

Sometimes good faith efforts are not enough, and parties have difficulty working out their differences. In these cases, consider using the services of a skilled mediator.

## A Final Word

**PEOPLE WITH DISABILITIES** are individuals with families, jobs, hobbies, likes and dislikes, and problems and joys. While the disability is an integral part of who they are, it alone does not define them. Don't make them into disability heroes or victims. Treat them as individuals.

## Signage

Note accessibility of your business or program by using the symbols below in advertising, on flyers, and as signage at the location of the service. Be sure to use the verbal description, along with the symbol. As signage, enlarge the symbol and place it where it will be most visible.



### **WHEELCHAIR ACCESS**



### **ASSISTIVE LISTENING FOR PEOPLE WHO HAVE A HEARING LOSS**



### **SIGN-LANGUAGE INTERPRETER**



### **TTY/TDD**

# DISABILITY ETIQUETTE

A publication of



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Illustrations by Yvette Silver



## ACCESSIBILITY CONSULTING & TRAINING

Accessibility Services has worked with public housing authorities, private housing developers, professional sports venues, retail operators, architectural firms, and many others to help them untangle the often conflicting requirements of aesthetics and accessibility, keeping them informed of building codes changes and revisions at all levels, and provide innovative solutions to accessibility at any type of facility.



For more information, contact  
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# Appendix F

## Website Analysis

**Website Accessibility (28 CFR §35.149 and 28 CFR §35.163(a))**

The internet is an important tool used by the City of Irwindale to do business. The City of Irwindale routinely makes information about their programs, activities, and services available to the public by posting it on their website. As a result, many people can easily access this information. The website also allows the public to participate in at any time of day and without the assistance of government personnel.

The ADA Title II and the Rehabilitation Act of 1973 generally require that state and local governments provide qualified individuals with disabilities equal access to their programs, services, or activities. One way to help meet these requirements is to ensure that government websites have accessible features for people with disabilities.

Findings: A preliminary review of the City’s website was performed using the W3C Web Accessibility initiative, “Easy Checks – A First Review of Web Accessibility.” This purpose of this check helps assess the accessibility of the web page, and covers only a few accessibility issues and is not comprehensive; a web page could seem to pass these checks, yet still have accessibility barriers. More robust evaluation is needed to evaluate all issues comprehensively. The detailed results of the website review are presented in this section.

Recommendations: The City should perform a thorough web accessibility evaluation. The checks performed of the website are not definitive and only covers a few issues. A robust evaluation is needed to evaluate all issues comprehensively.

An agency with an inaccessible website may also meet its legal obligations by providing an alternative accessible way for citizens to use the programs or services, such as a staffed telephone information line. These alternatives, however, are unlikely to provide an equal degree of access in terms of hours of operation and the range of options and programs available.

**Page Title Checks (Pg 5-8 of W3C Web Accessibility Initiative Guidelines):**

The City’s page titles are not “front-loaded” with the important unique identifying information. They all begin with “Irwindale, CA – Official Website;” therefore, it is considered to have poor titles.





**Contract Ratio (Pg 20-25 of W3C Web Accessibility Initiative Guidelines):**

From random checks of up to 10 pages on the website:

Method 1: Table and contrast ratio: The contrast ratios passed at the AAA level.

**Colour Contrast Analyser**

Colour Contrast Results (Luminosity Contrast Ratio)

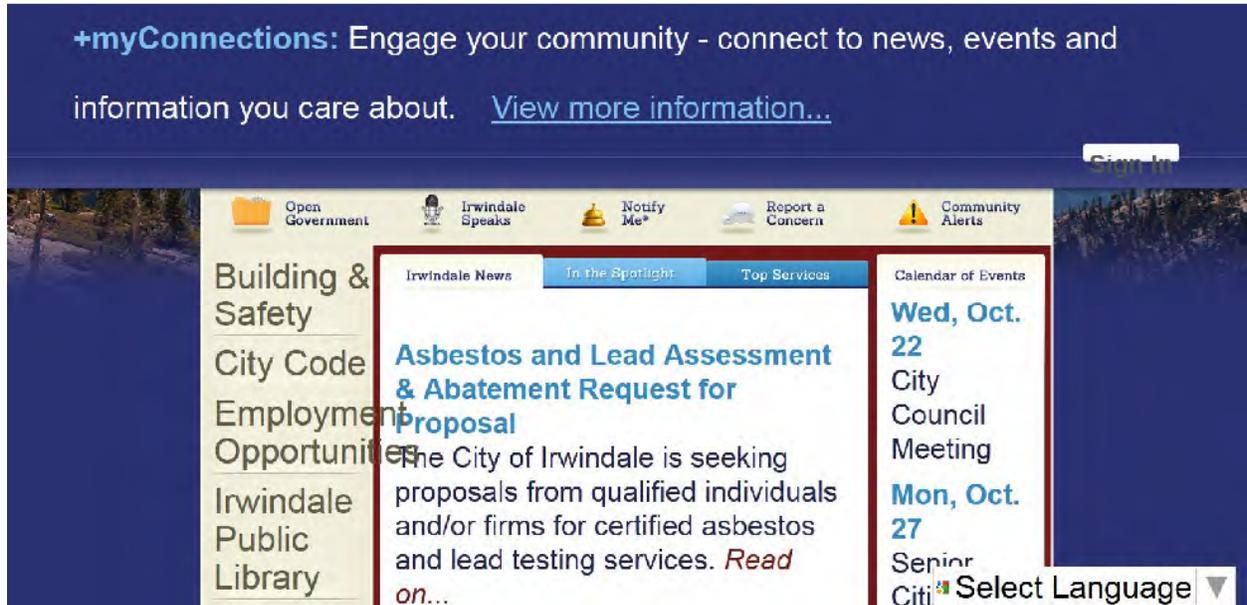
Element	Parent Nodes	Sample	Colour	Background	Luminosity Contrast Ratio
SPAN :link: indicator	<ul style="list-style-type: none"> <li>HTML</li> <li>BODY</li> <li>DIV#1.menuBody</li> <li>TABLE</li> <li>TBODY</li> <li>TR</li> <li>TD</li> <li>A.goog-te-menu2-item-selected</li> <li>DIV</li> </ul>	Sample	#000	#fffff	21 (pass at level AAA)
SPAN :label: text	<ul style="list-style-type: none"> <li>HTML</li> <li>BODY</li> <li>DIV#1.menuBody</li> <li>TABLE</li> <li>TBODY</li> <li>TR</li> <li>TD</li> <li>A.goog-te-menu2-item-selected</li> <li>DIV</li> </ul>	Sample	#000	#fffff	21 (pass at level AAA)
SPAN	<ul style="list-style-type: none"> <li>HTML</li> </ul>	Sample	#00000	#fffff	11.28 (pass at level AA & A)

Method 2: From the Senior Citizen Commission Page: Blue on White: Fail and Blue on Red: Fail.



**Resize text (Pg 25-29 of W3C Web Accessibility Initiative Guidelines):**

For Internet Explorer the text size does not change at all. For Firefox the text zoom generally checks as described in the guidelines. Some text overlaps.

**Keyboard Access and Visual Focus (Pg 29-32 of W3C Web Accessibility Initiative Guidelines):**

- Tab to all and Tab away: This functionality worked and was able to tab to elements and able to tab away from elements.
- There were no media play controls to test.
- The Tab order appeared to be logical
- The keyboard only functionality was not very good. The mouse worked but not the keyboard.
- Drop-down lists did not seem to work very well.
- Most image links appear to work.

**Forms, labels, and errors (Pg 32-39 of W3C Web Accessibility Initiative Guidelines):**

Labels under "notify me" and "Search" appear to be correct.

There were no forms on the website checked.

**Multimedia (video, audio) alternatives (Pg 39-42 of W3C Web Accessibility Initiative Guidelines):**

This section was not checked because there is no multimedia on the website at the time of the check.

**Basic Structure Check (Pg 42-48 of W3C Web Accessibility Initiative Guidelines):**

Adequate information seems to be available.



WAI: Strategies, guidelines, resources to make the Web accessible to people with disabilities

**This is an internal Editor's Draft. The main page is at [www.w3.org/WAI/eval/preliminary](http://www.w3.org/WAI/eval/preliminary) Please send any suggestions, edits, or comments to the publicly-archived list: [wai-eo-editors@w3.org](mailto:wai-eo-editors@w3.org) (Updated \$Date: 2014-03-31 19:36:01 \$)**

[Editors' Draft]

## **Easy Checks - A First Review of Web Accessibility**

(previously titled Preliminary Review)

This page helps you assess the accessibility of a web page. With these simple steps, you can get an idea whether or not accessibility is addressed in even the most basic way.

These checks cover just a few accessibility issues and are designed to be quick and easy, rather than definitive. A web page could seem to pass these checks, yet still have accessibility barriers. More robust evaluation is needed to evaluate all issues comprehensively. Additional evaluation guidance is available from:

- [WCAG-EM Website Accessibility Conformance Evaluation Methodology](#)
- [Selecting Web Accessibility Evaluation Tools](#)
- [Involving Users in Evaluating Web Accessibility](#)

This page provides checks for the following specific aspects of a web page. It also provides guidance on [Next Steps](#).

- Page title
- Image text alternatives ("alt text") (pictures, illustrations, charts, etc.)

*Text:*

- Headings
- Contrast ratio ("color contrast")
- Resize Text

*Interaction:*

- Keyboard access and visual focus
- Forms, labels, and errors (including Search fields)

*General:*

- Multimedia (video, audio) alternatives
- Basic Structure Check

 expand all sections

 collapse all sections

## Using these Easy Checks

---

### Click headings with [+] buttons to get hidden information

Some sections of this page might not apply to your situation, for example, they are for a browser you don't have, or you only need to read them once. These sections are hidden by default so they don't clutter the page. You can expand them to see the information. The headings of hidden sections have a plus button [+] before them. Screen readers will say something like: "graphic, expand this section". To get the hidden information, click the button or click anywhere on the heading.

The sections below all have hidden information under expandable headings. The first time you read this page, we recommend that you expand the headings of these four sections and read them.

#### **Tools: FF Toolbar and IE WAT (*optional*)**

You can do most of these checks with any browser, that is, you do *not* need to download special tools.

However, some checks are easier if you can download tools. To keep it simple, we've included instructions for just two tools - the Web Developer Toolbar for Firefox ("FF Toolbar") and the Web Accessibility Toolbar for IE ("IE WAT"). Both are free extensions/add-ons available in different languages.

- FF Toolbar - To do the checks that are indicated "with FF Toolbar", you'll need the [Firefox browser](#) and the [Web Developer extension](#)/add-on.
- IE WAT - To do the checks that are indicated "with IE WAT", you'll need the [Internet Explorer \(IE\) browser](#) version 9 or later and the [Web Accessibility Toolbar](#) version 19 July 2013 or later.

Note that we're not endorsing these tools over others. There are many other useful [tools to help with evaluation](#).

*(If you can't download these tools, that's OK; you can still do the checks indicated "with any browser".)*

## WCAG links

These checks are based on the Web Content Accessibility Guidelines (WCAG) 2.0. The main points in WCAG are called "Success Criteria". In the "Learn more from" sections of this page, there are links to pages that explain the relevant success criteria in the "Understanding WCAG 2.0" document.

Please see the [WCAG Overview](#) for an introduction to WCAG.

## Practicing with BAD, the Before-After Demo

The [Before and After Demonstration \(BAD\)](#) from W3C WAI shows an inaccessible website and a retrofitted version of this same website with the accessibility barriers fixed. You can use the BAD pages to learn how to do these checks. For example, first, do the check on an accessible version of a page to see what it should look like. Then, do

the check on the corresponding inaccessible page to see what it looks like when there are accessibility barriers.

The BAD pages have annotations that are notes on what is accessible and not accessible in the demo pages. To turn on annotations, click "Show Annotations" in the yellow box near the top, middle of the page; then click a number and a box title Note... will open with the explanation.

## Background

These checks are designed for anyone who can use the web. You don't need much knowledge or skill. To check a couple details, you need to see the visual page or hear audio. However, there are lots of things that anyone can check.

Here are some things to know that will help you understand the brief explanations throughout this page:

- *markup* refers to web page code, called HTML. You can see the markup of a web page in most browsers by selecting from the menu: View > Source. You do not need to look at the markup to do these checks; however, it does help to understand what "markup" and "marked up" means.
- [\*assistive technologies\*](#) (AT) are software or hardware that people with disabilities use to improve interaction with the web.
- [\*screen readers\*](#) are software that reads aloud the information in web pages and enables keyboard navigation. They are used by people who are blind.
- [\*voice input\*](#) is using speech instead of a keyboard and mouse.

To learn more, see:

- [Accessibility Principles](#)
- [Introduction to Accessibility](#)
- [Other WAI resources](#)

## Keyboard instructions: Ctrl for Windows, cmd for Mac

Some of the keyboard instructions are different for Windows and Mac; for example, "Ctrl" verses "cmd" in:

- For Windows: With the keyboard: Ctrl+Alt+6, then down arrow key to "Heading structure".
- For Mac: With the keyboard: cmd+Alt+6, then down arrow key to "Heading structure".

To reduce clutter, these are listed as:

- With the keyboard: Ctrl/**cmd**+Alt+6, then down arrow key to "Heading structure".

For such instructions, Windows users press the Ctrl key, and Mac users press the cmd key.

 [back to page contents](#)

## Page title

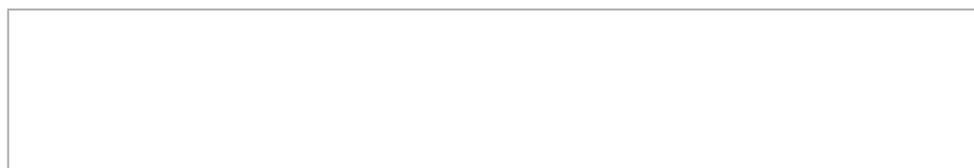
---

Page titles are:

- shown in the window title bar in some browsers
- shown in browsers' tabs when there are multiple web pages open
- shown in search engine results
- used for browser bookmarks/favorites
- read by screen readers

(In the web page markup they are the `<title>` within the `<head>`.)

The image below shows the page title "Easy Checks - A First Review of Web Accessibility" in the title bar, and the titles of 4 pages in the tabs. Note that in the tabs, only the first part of the page title is shown.



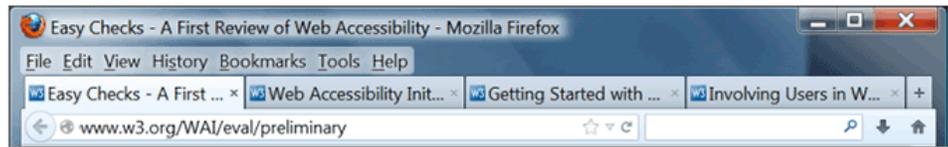


Figure: Firefox browser with full title in the title bar and partial titles in the tabs.

Good page titles are particularly important for orientation – to help people know where they are and move between pages open in their browser. The first thing screen readers say when the user goes to a different web page is the page title.

## What to do:

- Look at the page's title (or with a screen reader, listen to it).
- Look at titles of other pages within the website.

## What to check for:

- Check that there is a title that adequately and briefly describes the content of the page.
- Check that the title is different from other pages on the website, and adequately distinguishes the page from other web pages.

### Tips

- There is flexibility on what makes a good page title.
- Best practice is for titles to be "front-loaded" with the important and unique identifying information first.

For example:

- Poor titles:
  - Welcome to home page of Acme Web Solutions, Inc.
  - Acme Web Solutions, Inc. | About Us
  - Acme Web Solutions, Inc. | Contact Us
  - Acme Web Solutions, Inc. | History
- Better page titles:
  - Acme Web Solutions home page

- About Acme Web Solutions
- Contact Acme Web Solutions
- History of Acme Web Solutions

## Page title checks

### ☰ To check page title *with different browsers*

- If you have a browser that displays the page title in the window title bar by default, use that browser. Some versions Firefox, Safari, Opera, and older versions of IE show the title by default.
  - Firefox: If the title bar isn't displayed you might be able to display it by pressing: Alt+V, T, M (or right-mouse click in the empty area after the tab and select Menu Bar).
- If your browser doesn't have a title bar, you can do try one of these:
  - With your mouse, hover over the browser tab to see the full page title, like this:



Figure: Page title in popup, displayed with mouse hover over tab.

- Display the Add Bookmark dialog box, which includes the title. In some Windows browsers, press Ctrl+D. In some Mac browsers, press cmd+D to get the Add Bookmark dialog box.

### ☰ To check page title *with IE WAT*

*(Some versions of IE have the title bar so you can just look there, you don't need to do the steps below.)*

1. Open the web page you are checking.

2. In the toolbar, select "Structure", then "Heading structure". Or, with the keyboard: Ctrl/cmd+Alt+6, then down arrow key to "Heading structure".

*A new page opens.*

The page title is shown after "Title:".

## Learn more about page titles

- [Page Titled](#) - Understanding Success Criterion 2.4.2 for WCAG 2.0 (Level A)

These checks are not definitive and they cover only a few accessibility issues. A web page could seem to pass these checks, yet still have significant accessibility barriers. More robust evaluation is needed to evaluate all issues comprehensively. [Encourage thorough accessibility evaluation.](#)

 [back to page contents](#)

## Image text alternatives ("alt text")

Text alternatives ("alt text") convey the purpose of an image, including pictures, illustrations, charts, etc. Text alternatives are used by people who cannot see the image. (For example, people who are blind and use screen readers can hear the alt text read out; and people who have turned off images to speed download or save bandwidth can see the alt text.)

The text should be functional and provide an equivalent user experience, not necessarily describe the image. (For example, appropriate text alternative for a search button  would be "search", not "magnifying glass".)

You don't usually see the alt text on a web page, it is in the web page markup (like this:

```
).
```

Every image should include `alt` in the markup.

- If an image conveys information useful for interacting with or understanding the web page content, then it needs alternative text.
- If an image is just decorative and people don't need to know about the image, then it should have null alt (`alt=""`).

Automated tests can tell you if `alt` is missing. To determine if the alternative text is appropriate, you need to see the image and judge it in context.

## What to check for:

- Every image has `alt` with appropriate alternative text.

## Tips

Appropriate alternative text is not an exact science. Some people prefer most images to have more detailed description; and others prefer much less description.

### **Appropriate alt text:**

- The text needs to convey the same meaning as the image. That is, if someone cannot see the image, they get the important information from the image in the alternative text.
- Alternative text depends on context. For example, for an image of a dog on a kennel club website, the alt text might include the breed of the dog; however, the same image on a dog park website may be there just to make the page more attractive, and the image might not need any alt text (and should have null alt). One way to help think about appropriate alt text is: if you were helping someone read and interact with the web page and they cannot see it, what would you say about the image?
- Images that are functional – for example, images that initiate actions (like submit buttons) and linked

images (like in navigation) – need alt text that is the functional equivalent.

- If there is text in the image – for example, in a logo – that text needs to be included in the alt text.
- If the image has complex information – such as charts or graphs – the image should have a short alt text to identify the image, and then the detailed description of the information should be provided elsewhere (for example, in a data table).

### ☐ What is not needed in the alt text:

- If the image is not important for understanding the content – for example, it is just decoration or "eye candy" – it should have null alt (`alt=""`). One way to help determine if an image should have null alt is to ask yourself: *If the image was removed, would the user still get all the information from the page?*
- The alternative text does not need to include the words "button", "link", or "image of". (Screen readers automatically provide that information.)
- If the image is sufficiently described in the text – for example, a simple diagram illustrating what's written in the web page text – it can have brief alt text such as "Diagram of work flow as describe above."

### ☐ alt attribute in HTML (not "alt tag")

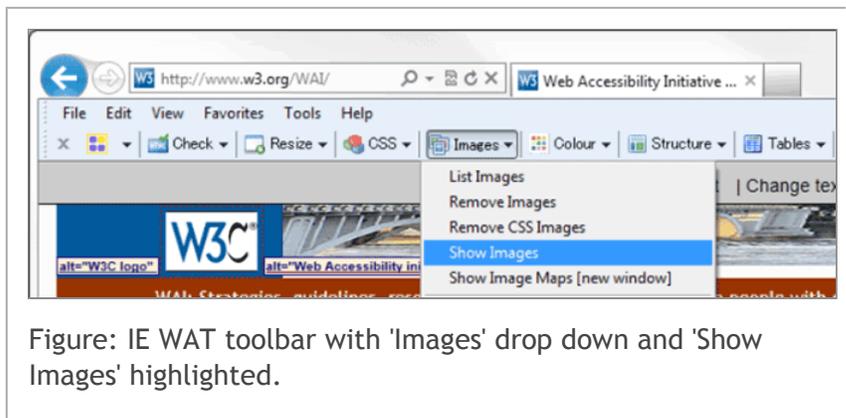
In HTML (which is web page code, called markup), alt is an attribute of the image element, and other elements. (So "alt tag" is technically incorrect; the correct terminology is "alt attribute", or you can say "alt text".) It looks like this in markup: ``

## Alt text checks

There are three options to check alt text listed below. The first one is the easiest, if you have the IE WAT toolbar. If you don't have any toolbars, there is a check at the end for any browser.

### To check alt text *with IE WAT*

1. Open the web page you are checking.
2. In the toolbar, select "Images", then "Show Images".  
Or, with the keyboard: Ctrl/cmd+Alt+4, then arrow down to "Show Images"



*If there are any images missing alt, a dialog box appears with the number of images without alt attributes.*

*The alt text will be displayed before the images in quotes on a light background.*

3. To check for missing alt: Look for the text "NoAlt!" (visually, or with find-in-page). If you find it, that means the following image is missing alt.
4. To check if alt text is appropriate:  
For each image, see if the alt text adequately conveys the information in the image it is next to, per the Tips above.

### To check alt text *with FF toolbar*

1. Open the web page you are checking.
2. In the toolbar, select "Images", then "Outline Images", then "Outline Images Without Alt Attributes". Or, with the keyboard: Alt+T, W (to Web Developer Extension), I, O, A  
*Red boxes appear around any images missing alt.*

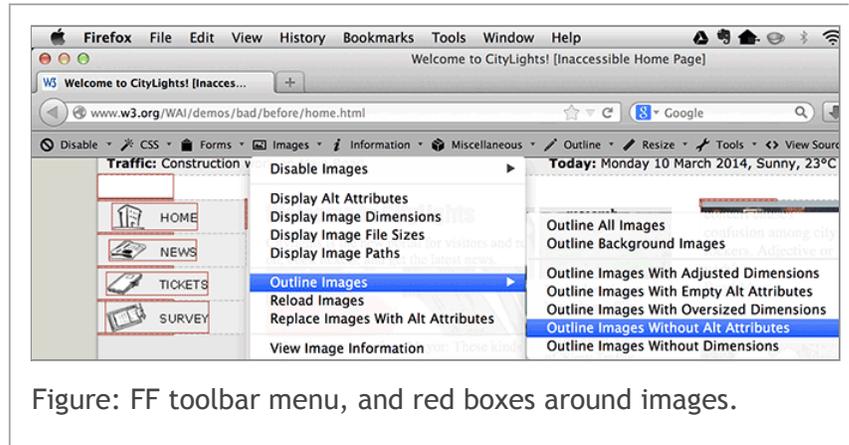


Figure: FF toolbar menu, and red boxes around images.

3. Note images without any alt text.
4. In the toolbar, select "Images", then "Display Alt Attributes". Or, with the keyboard: Alt+T, W (to Web Developer Extension), I, A  
*The alt text will be displayed before the images as white letters on a red background.*

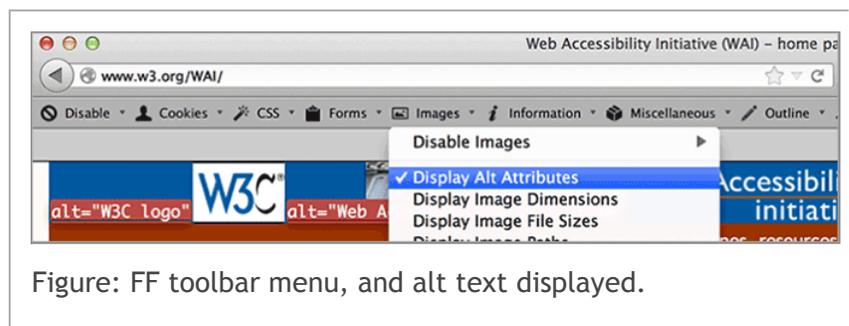


Figure: FF toolbar menu, and alt text displayed.

5. For each image, see if the alt text adequately conveys the information in the image it is next to, per the Tips above.

 **To check alt text *with any browser***

1. Open [WAVE](#) web accessibility evaluation tool web page.
2. Type the website address in the box after "Enter the URL of the web site you want to evaluate:"
3. Click the "WAVE this page!" button.  
*Your web page will show up in the browser with lots of little icons on it.*
4. To check for missing alt: Look for the red alt icon (  ), or search for the alt text "ERROR: Missing alt text". If you find it, that means the following image is missing alt.
5. To check if alt text is appropriate:  
Look for the green alt icon (  ). Next to it is text on a light blue background; the alt text is in between the asterisks (\*). See if that text adequately conveys the information in the image it is next to, per the Tips above.



## To practice checking alt text in BAD

With one of the checks above, use the inaccessible home page [www.w3.org/WAI/demos/bad/before/home](http://www.w3.org/WAI/demos/bad/before/home)

Notice:

- Missing alt:
  - There are lots of images without alt text. (Many of these are just decorative and should have null alt text, per the Tips above.)
  - The weather image of the cloud and sun is missing alt.
- Inappropriate alt text:
  - Near the top, left, see the long alt text starting with "Red dot with...". That description is way too detailed and includes unimportant information. The appropriate alt text in the accessible page is: "Citylights: your access to the city."
  - Near the bottom in the middle, see the image of text: "(1)269C-H-O-K-E". The alt is 123456789, which is not equivalent.
- Appropriate alt text:
  - Near the top, see the W3C image; the alt text is: "W3C logo".

### Learn more about alt text

- [Text alternatives for non-text content](#) is an easy introduction with links to more details
- [Non-text Content](#) - Understanding Success Criterion 1.1.1 for WCAG 2.0 (Level A)
- [when published, [A simple alt text decision tree](#) ]

 [back to page contents](#)

## Headings

---

Web pages often have sections of information separated by visual headings, for example, heading text is bigger and bold (like "Headings" right above this sentence :-). To make these work for everyone, the headings need to be marked up. That way people can navigate to the headings – including people who cannot use a mouse and use only the keyboard, and people who use a screen reader.

Heading levels should have a meaningful hierarchy, e.g.:

- Heading Level 1 <h1>
  - Heading Level 2 <h2>
    - Heading Level 3 <h3>
    - Heading Level 3 <h3>
  - Heading Level 2 <h2>
    - Heading Level 3 <h3>
      - Heading Level 4 <h4>
      - Heading Level 4 <h4>
  - Heading Level 2 <h2>

## What to check for:

- The page has a heading. In almost all pages there should be at least one heading.
- All text that looks like a heading is marked up as a heading.
- All text that is marked up as a heading is really a conceptual section heading.
- The heading hierarchy is meaningful. Ideally the page starts with an "h1" – which is usually similar to the page title – and does not skip levels; however, these are not absolute requirements.

## Headings checks

The checks below provide instructions with different browsers for how to get:

- Headings outline: an outline of the headings that are marked up on page, for example:

```
<H1>Easy Checks - A First Review of Web Accessibility</H1>
<H2>Introduction</H2>
<H2>Using these Easy Checks</H2>
  <H3>Click headings with [+] buttons to get hidden information</H3>
  <H3>Tools: FF Toolbar and IE WAT (optional)</H3>
  <H3>WCAG Links</H3>
  <H3>Practicing with BAD, the Before-After Demo</H3>
  <H3>Background</H3>
<H2>Page title</H2>
  <H3>What to do:</H3>
```

Figure: Outline of headings.

- Headings markup in page: a view of the page with the heading markup shown, for example:

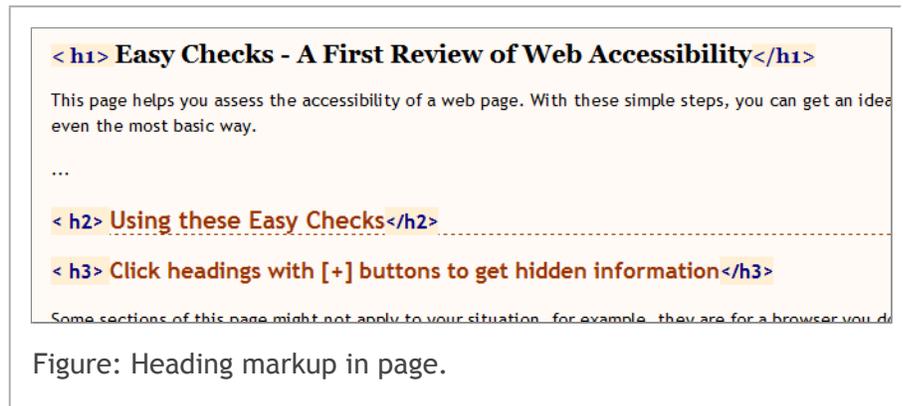


Figure: Heading markup in page.

## To check headings *with FF toolbar*

### Headings outline:

1. Open the web page you are checking.
2. In the toolbar, select "Information", then "View Document Outline". Or, with the keyboard: Alt+T, W (to Web Developer Extension), I, M  
*A new page opens with the outline.*
3. Non-visual checks:
  - Are headings listed. If there are no headings marked up, it will say "0 headings".
  - Does the outline start with [H1] and follow a meaningful hierarchy? (That's not required, but strongly suggested.)
4. Visual checks: Compare the Document Outline to the visual rendering of the page.
  - Are the things that look like headings on the page listed in the Document Outline?
  - Are there things in the Document Outline that aren't really headings?

### Heading markup in the page:

1. Open the web page you are checking.

2. In the toolbar, select "Outline", then "Show Element Tags Names When Outlining". Or, with the keyboard: Alt+T, W (to Web Developer Extension), O, S
3. In the toolbar, select "Outline", then "Outline Headings". Or, with the keyboard: Alt+T, W (to Web Developer Extension), O, H  
*The headings will be outlined and <h1>, <h2>, etc. icons will be before the headings.*
4. Anything that is a functional heading should have a heading icon before it.
5. Anything that is a **not** functional heading should **not** have a heading icon before it.

### **To check headings with IE WAT**

#### **Headings outline:**

1. Open the web page you are checking.
2. In the toolbar, select "Structure", then "Heading Structure". Or, with the keyboard: Ctrl/cmd+Alt+6, then down arrow to "Heading structure".  
*A new page opens with the outline.*
3. Non-visual checks:
  - Are headings listed? If there are no headings marked up, it will say "0 headings".
  - Does the outline start with [H1] and follow a meaningful hierarchy? (That's not required, but strongly suggested.)
4. Visual checks: Compare the Document Outline to the visual rendering of the page.
  - Are the things that look like headings on the page listed in the Document Outline?
  - Are there things in the Document Outline that aren't really headings?

#### **Heading markup in the page:**

1. Open the web page you are checking.
2. In the toolbar, select "Structure", then "Headings".  
Or, with the keyboard: Ctrl/cmd+Alt+6, then down arrow to "Headings".  
*Headings will be surrounded with <h1>, <h2>, etc. icons in purple text on a light background.*
3. Anything that is a functional heading should have a heading icon before it.
4. Anything that is a **not** functional heading should **not** have a heading icon before it.

### **To check headings *in any browser***

#### **Headings outline:**

1. In any browser, open the [W3C HTML Validator \(The W3C Markup Validation Service\)](#).
2. In the Address field, type the URI (e.g., [www.w3.org](http://www.w3.org)).
3. Click the More Options link.
4. Select the Outline checkbox.
5. Click the Check button.  
*The results page appears (with title starting either [Valid] or [Invalid]).*
6. In the results page, near the top, at the end of the "Jump to:" line, click the Outline text link.
7. Non-visual checks:
  - Is there anything there? If there is no text between "Below is an outline for this document, automatically generated from the heading tags (<h1> through <h6>.)" and "If this does not look like a real outline..." it means there are no headings marked up on the page.

- Does the outline start with [H1] and follow a meaningful hierarchy? (That's not required, but strongly suggested.)
8. Visual checks: Compare the Document Outline to the visual rendering of the page.
- Are the things that look like headings on the page listed in the Document Outline?
  - Are there things in the Document Outline that aren't really headings?

### Heading markup in the page:

1. Open [WAVE](#) web accessibility evaluation tool.
2. Type the website address in the box after "Enter the URL of the web site you want to evaluate:"
3. Click the "WAVE this page!" button.  
*Your web page will show up in the browser with lots of little icons on it.*
4. Anything that is a functional heading should have a heading icon ([h1](#), [h2](#), [h3](#), etc.) before it.
5. Anything that is a not functional heading should not have a heading icon before it.

### To practice checking headings in BAD:

#### Headings outline:

- Follow one of the instructions under "Headings outline" above and use the accessible News page: [www.w3.org/WAI/demos/bad/after/news](http://www.w3.org/WAI/demos/bad/after/news). Notice there is a nice hierarchical outline.
- Next, use the inaccessible News page: [www.w3.org/WAI/demos/bad/before/news](http://www.w3.org/WAI/demos/bad/before/news). (In HTML Validator, the "Check" button might now say "Revalidate".) Notice there is just one heading.

## Heading markup in the page:

- Start by visually looking at the inaccessible BAD news page: [www.w3.org/WAI/demos/bad/before/news](http://www.w3.org/WAI/demos/bad/before/news). What looks like headings? (*Citylights News, Heat wave linked to temperatures, Man Gets Nine Months in Violin Case, ...*)
- Next, see how it should look. Follow one of the instructions for "Heading markup in the page" above on the accessible News page: [www.w3.org/WAI/demos/bad/after/home](http://www.w3.org/WAI/demos/bad/after/home). Notice the headings have icons next to them.
- Next, see what it looks like when headings are not marked up. Use the inaccessible News page: [www.w3.org/WAI/demos/bad/before/home](http://www.w3.org/WAI/demos/bad/before/home). Notice there is text that visually looks like headings, but does not have headings icons next to it. (With WAVE, there are yellow icons with "h?" because it thinks these might be headings.)

### Learn more about headings

- [Info and Relationships](#) - Understanding Success Criterion 1.3.1 for WCAG 2.0 (Level A)
- [Headings and Labels](#) - Understanding Success Criterion 2.4.6 for WCAG 2.0 (Level AA)
- [Section Headings](#) - Understanding Success Criterion 2.4.10 for WCAG 2.0 (Level AAA)

 [back to page contents](#)

## Contrast ratio ("color contrast")

Some people cannot read text if there is not sufficient contrast between the text and background, for example, light gray text on a light background.



Some people cannot read text if there is not sufficient contrast between the text and background. For others, bright colors (high luminance) are not readable; they need low luminance.

Figure: Gray text on light background.

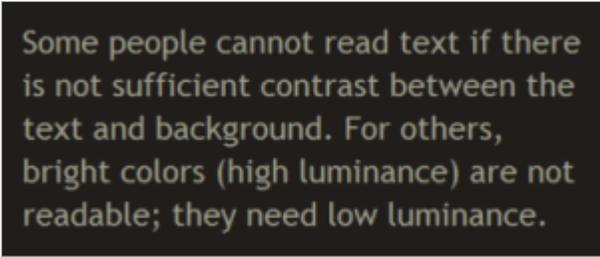
High contrast (for example, dark text on light background or bright text on dark background) is required by some people with visual impairments, including many older people who lose contrast sensitivity from ageing.

Some people cannot read text if there is not sufficient contrast between the text and background. For others, bright colors (high luminance) are not readable; they need low luminance.

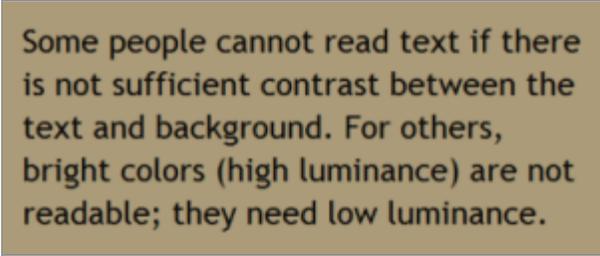
Some people cannot read text if there is not sufficient contrast between the text and background. For others, bright colors (high luminance) are not readable; they need low luminance.

Figure: Dark text on light background, and yellow text on black background.

While some people need high contrast, for others – including some people with reading disabilities such as dyslexia – bright colors (high luminance) are not readable. They need low luminance.



Some people cannot read text if there is not sufficient contrast between the text and background. For others, bright colors (high luminance) are not readable; they need low luminance.



Some people cannot read text if there is not sufficient contrast between the text and background. For others, bright colors (high luminance) are not readable; they need low luminance.

Figure: Brown text on dark background, and dark text on medium brown background.

Web browsers should allow people to change the color of text and background, and web pages need to work when people change colors.

(This accessibility requirement is sometimes called sufficient "color contrast"; however, that is incorrect – technically it's "luminance contrast". On this page we use "contrast ratio" as short for "luminance contrast ratio" because it's less jargony.) There is much more to know about contrast; we've just introduced the basics here.

## What to check for:

Web pages should also have a minimum contrast by default: a contrast ratio of at least 4.5:1 for normal-size text.

There are basically three ways to check contrast, each with strengths and weaknesses.

1. **Table with contrast ratio** - The tool displays a table with all the possible contrast ratios in the web page. With some tools, you can click in the table and it will show where that color combination is in the web page.
  - *Pro*: Comprehensive.
  - *Con*: Can be inaccurate, specifically, it can show some color combinations that are not really in the displayed page.

2. **Eye-dropper to select colors** - The tool lets you select a text color and a background color, then it shows you the contrast ratio.
  - *Pro*: Accurate.
  - *Con*: Can only test one item at a time. Need to be able to see and use a mouse.
3. **Turn off color**. The tool shows the page in grayscale.
  - *Pro*: Gives you direct experience.
  - *Con*: Imprecise, does not provide contrast ratio value.

## Contrast checks

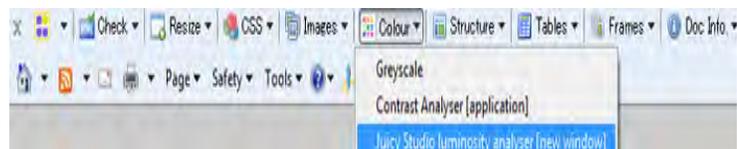
Below are instructions for checking contrast with IE WAT; a list of other contrast analyzer tools is in the [Related Resources section](#) of Understanding Success Criterion 1.4.3.

### To check contrast *with IE WAT*

Here's how to do the three checks for sufficient contrast described above.

#### 1. Table with contrast ratio:

- In the toolbar, select Color > Juicy Studio Luminosity Analyser. Or, with the keyboard: Ctrl/cmd+Alt+5, then down arrow to "Juicy Studio Luminosity Analyser".



*A new window opens titled Colour Contrast Analyser with the table of results. The last column is Luminosity Contrast Ratio.*

#### 2. Eye-dropper to select colors:

- In the toolbar, select: Color > Contrast Analyser [application]. Or, with the keyboard: Ctrl+Alt+5, then down arrow to "Contrast Analyser [application]".

*The Color Contrast Analyser application window opens.*

- Using the first eye-dropper icon from the foreground color section, pick the foreground color (usually the text) you want to analyze.
- Using the second eye-dropper icon from the background color section, pick the corresponding background color.
- *In the bottom of the Color Contrast Analyser window, the resulting luminosity Contrast ratio will show (for example: 7.5:1), along with "Pass" or "Fail" and a visual example of the colors.*

### 3. Turn off color:

- In the toolbar, select Color > Grey Scale. Or, with the keyboard: Ctrl+Alt+5, then down arrow to "Gray Scale".
- Check if any information is lost or hard to see when all colors are converted to grayscale.

#### **Checking contrast with FF**

There is not an easy way to check contrast with the FF toolbar. There is a [Juicy Studio Accessibility Toolbar](#) add-on that provides the same information as IE WAT above and works with Firefox.

#### **To practice checking contrast with BAD**

Open the inaccessible Tickets page:

[www.w3.org/WAI/demos/bad/before/tickets](http://www.w3.org/WAI/demos/bad/before/tickets)

Use one of the checks above. Notice:

- The text in some rows is dark gray on light gray with a contrast ratio of 3.76:1.

#### **To learn more about contrast ratio**

- [Contrast \(Minimum\)](#) - Understanding Success Criterion 1.4.3 for WCAG 2.0 (Level AA)

- [Contrast \(Enhanced\)](#) - Understanding Success  
Criterion 1.4.6 for WCAG 2.0 (Level AAA)

 [back to page contents](#)

## Resize text

---

Some people need to enlarge web content in order to read it. Some need to change other aspects of text display: font, space between lines, and more.

Most browsers allow users to change text size through:

- text size settings (usually through Options or Preferences)
- text-only zoom
- page zoom (which also zooms images, buttons, etc.)

When pages are not designed properly, they can be unusable when the text size is changed, especially when it is changed through text-only zoom or text settings. Sometimes columns and sections overlap, the space between lines disappears, lines of text become too long, or text disappears.

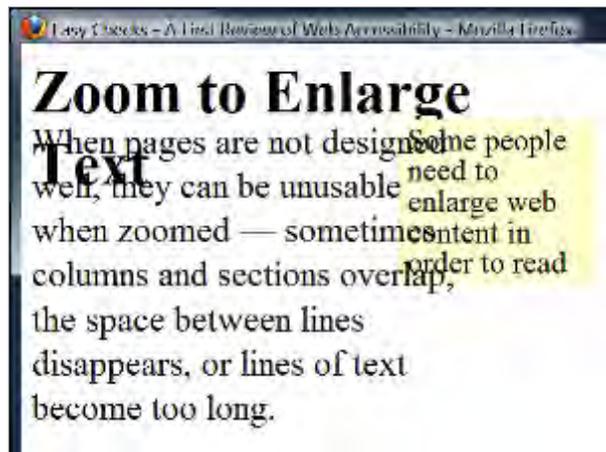
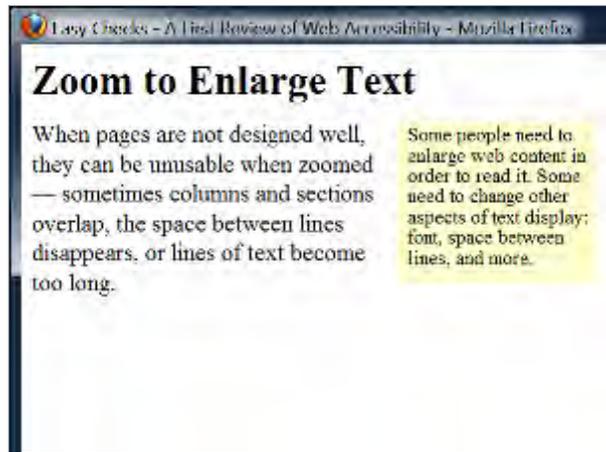


Figure: Two screen captures show that when text size is increased, the heading overlaps the main text, the main text overlaps the sidebar text; and the sidebar text is cut off at the bottom.

When text size is increased, sometimes part of the sentences are not visible and users have to scroll horizontally to read a sentence, as shown in the third example below. Most people cannot effectively read text that requires horizontal scrolling, and some disabilities make this impossible.

Some people need to enlarge web content in order to read it. Some need to change other aspects of text display: font, space between lines, and more.

Some people need to enlarge web content in order to read it. Some need to change other aspects of text display: font, space between lines, and more.

Some people need to  
Some need to change  
between lines, and m

Figure: The first image shows normal-size text. In the second image, the larger text "wraps" to fit the width. In the third image, some of the larger text is not visible without scrolling horizontally.

## What to do:

- Increase the text size.

## What to check for:

- All text gets larger. (A common problem is that text is not provided as actual text format but instead the text is in an image. Text in images does not get larger when users increase text size.)
- Text doesn't disappear or get cut off.
- Text, images, and other content do not overlap.

- All buttons, form fields, and other controls are visible and usable.
- Horizontal scrolling is not required to read sentences or "blocks of text". It is best practice that when text size is increased, all the text in a sentence is visible. It is acceptable to have to scroll horizontally to get to different sections of a page. (*For top-to-bottom languages, change "horizontal scrolling" to "vertical scrolling".*)

## Resize text checks

*The instructions below are for text-only zoom. You can also change the text size settings, for example, through Tools > Options or Preferences. To keep this simple, we don't include instructions for changing those settings. We also don't include instructions for page zoom because it does not usually reveal the accessibility barriers described above.*

### To check text-only zoom in Firefox, Safari, and some other browsers

1. From the menubar, do one of the following (*depending on your browser*)
  - *select View > Zoom > Zoom Text Only. Or, with the keyboard in Firefox: Alt+V, Z, T*
  - *select View > Zoom Text Only. Or, with the keyboard in Safari: control+F2, V, return, ZZ*
2. Incrementally increase text-only zoom:
  - *In Windows, press Ctrl+[+] (the control key and the + key at the same time) 4 times*
  - *On Mac, press command+[+] (the Command key and the + key at the same time) 4 times*

*(To confirm that you have text-only zoom set per step 1, make sure that only the text is getting larger, not the images.)*

### To check text resize in IE

1. From the menubar, select View > Text Size > Largest. Or, with the keyboard: Alt+V, X, G.

If you don't have a menubar, one of these may work to display it, depending on your version:

- In the search box, type Internet Explorer, then in the list of results, click Internet Explorer.  
To display the menus temporarily: Press the Alt key.  
To display the menus permanently: Click the Tools button, point to Toolbars, and then click Menu Bar.
- In the blank space at the top of the browser where menu bars usually are, right-click with the mouse.  
*A pop-up menu appears.*  
Select Menu bar.

### **To learn more about resize text**

- [Resize text](#) - Understanding Success Criterion 1.4.4 for WCAG 2.0 (Level AA)
- [Images of Text](#) - Understanding Success Criterion 1.4.5 for WCAG 2.0 (Level AA)

 [back to page contents](#)

## **Keyboard access and visual focus**

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Many people cannot use a mouse and rely on the keyboard to interact with the Web. People who are blind and some sighted people with mobility impairments rely on the keyboard or on assistive technologies and strategies that rely on keyboard commands, such as voice input. Websites need to enable people to access all content and functionality – links, forms, media controls, etc. – through a keyboard.

Keyboard focus should be visible and should follow a logical order through the page elements. Visible keyboard focus could be a border or highlight, as shown below, that moves as you tab through the web page.



### To learn more, see:

- [Accessibility Principles](#)
- [Introduction to Accessibility](#)
- [Other WAI resources](#)

Figure: Dotted border on middle link.

### Free Newsletter (optional)

To receive our free newsletter fill in the following details:

Mr.  Mrs.  Name:

eMail Address:

Retype eMail:

Figure: Name field is highlighted red.

## What to do:

In a browser that supports keyboard navigation with the Tab key (for example, Firefox, IE, Chrome, and Safari; *not* Opera):

- In Mac browsers, enable keyboard navigation to all controls.
  - In newer browsers: Select System Preferences > Keyboard > Shortcuts. Select the "All controls" option button.
  - In older browsers: Select System Preferences > Keyboard > Keyboard Shortcuts. In the "Full Keyboard Access" section, check "All Controls".
- Click in the address bar, then put your mouse aside and **do not use it**.
- Press the 'Tab' key to move through the elements on the page. You can press 'Shift-Tab' to go backwards.
- To move within elements such as drop-down lists and menu bars, press the arrow keys.
- To select a specific item within a drop-down list:
  - Tab to the list box,
  - use the arrow keys to move the focus to items,

- when an item has focus, press the Enter key or Space bar to select that item.

## What to check for:

- **Tab to all:** Check that you can tab to all the elements, including links, form fields, buttons, and media player controls. (A common problem is that you cannot tab to media player controls.)
- **Tab away:** Check that you can tab away from all elements that you can tab into. (A common problem is the keyboard focus gets caught in media controls and you cannot get out; it's called the "keyboard trap".)
- **Tab order:** Check that the tab order follows the logical reading order (e.g., for left-to-right languages: top to bottom, left to right) in sequence.
- **Visual focus:** Check that the focus is clearly visible as you tab through the elements, that is, you can tell which element has focus, e.g., links have a gray outline around them or are highlighted.
- **All functionality by keyboard:** Check that you can do everything with the keyboard; that is, you don't need the mouse to activate actions, options, visible changes, and other functionality. (A common problem is that some functionality is available only with mouse hover, and is not available with keyboard focus.)
- **Drop-down lists:** Check that after you tab into a drop-down list, you can use the arrow keys to move through all the options without triggering an action. (A common problem for drop-downs used for navigation is that as soon as you arrow down, it automatically selects the first item in the list and goes to a new page — you cannot get to other items in the list.)
- **Image links:** Check that when images are links, they have clear visual focus and can be activated using the keyboard (usually by pressing the Enter key).

## To see visual focus with BAD

Open the accessible Survey page:

[www.w3.org/WAI/demos/bad/after/survey](http://www.w3.org/WAI/demos/bad/after/survey)

Tab through the page. Notice:

- Most things get a red background when they get focus.
- The other Survey pages get a dotted border and arrows.
- The radio buttons get a dotted border.

## To learn more about keyboard access

- [Functionality is available from a keyboard](#) section in Accessibility Principles
- [Browsing the Web by Keyboard](#) section in Better Web Browsing: Tips for Customizing Your Computer
- [Guideline 2.1](#): Make all functionality available from a keyboard.
  - [Keyboard](#) - Understanding Success Criterion 2.1.1 for WCAG 2.0 (Level A)
  - [No Keyboard Trap](#) - Understanding Success Criterion 2.1.2 for WCAG 2.0 (Level A)
- [Focus Order](#) - Understanding Success Criterion 2.4.3 for WCAG 2.0 (Level A)
- [Focus Visible](#) - Understanding Success Criterion 2.4.7 for WCAG 2.0 (Level AA)

 [back to page contents](#)

## Forms, labels, and errors

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*Note: This section is more complex than the others. If it's too complicated, consider skipping it for now and doing the next checks for multimedia and structure.*

Labels, keyboard access, clear instructions, and effective error handling are important for forms accessibility.

Form fields and other form controls usually have visible labels, such as "E-mail Address:" as the label for a text field.

E-mail address:

When these labels are marked up correctly, people can interact with them using only the keyboard, using voice input, and using screen readers. Also, the label itself becomes clickable, which enables a person who has difficulty clicking on small radio buttons or checkboxes to click anywhere on the label text.

## What to do:

Find any forms on the page. A form could be a single text box, such as Search, or could be a complex form with text fields, radio buttons, checkboxes, drop-down lists, and buttons.

## What to check for:

### Keyboard access

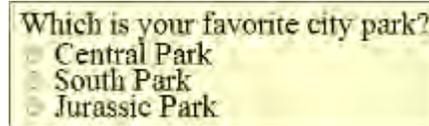
- Check that all form controls are keyboard accessible by following the [keyboard access](#) checks above, including checking that you can get to all items in any [drop-down lists](#).

### Labels

- Check that every form control has a label associated with it using 'label', 'for', and 'id', as shown in the [labels checks](#) below. (This is best practice in most cases, though not a requirement because a form control label can be associated in other ways.)
- Check that the labels are positioned correctly. For left-to-right languages, labels should usually be:
  - Left of text boxes and drop-down lists.

E-mail address:

- Right of radio buttons and checkboxes.



Which is your favorite city park?

Central Park

South Park

Jurassic Park

## Required fields and other instructions

- Check that any fields that are required/mandatory are clearly indicated.
  - Check that the indicator does not rely on color alone, for example, if required fields were only indicated by red colored labels, they would not be accessible to people who do not see the different colors.
  - Check that the indicator (such as asterisks (\*)) is included in the marked up field label for text boxes and drop-down lists, or legend for radio buttons and checkboxes, as shown in the [labels checks](#) below.
- Check that any instructions for completing the form are before they are needed, for example,
  - General instructions should usually be at the top of the form or the section they relate to.
  - Check that required formats, such as dates (year-month-date in the format 0000-00-00), are included in the marked up label, using the [labels checks](#) below.

## Error handling

Some simple forms, such as a single search field, might not have any errors. If you think the form(s) on the page you are checking might have error messages, try leaving required fields blank or entering incorrectly-formatted information (such as telephone number or e-mail address), then submitting the form. If you get errors:

- Check that clear and specific guidance is provided to help people understand and fix the error. If the error

concerns a format such as date, time, or address, check that the correct format is clearly explained.

- Check that the errors are easily findable. Generally it is best if the error messages are before the form, rather than after the form.
- Check that the fields without errors are still populated with the data you entered. (This is best practice, though not a requirement.) People should not have to re-enter all the information in the form, except for some sensitive data such as credit card numbers.

## Labels checks

**Note:** These instructions help you check if labels are marked up with 'label', 'for', and 'id'; they do **not** check if form controls are identified in other ways. Therefore, even if a form does not pass these checks, it might still meet WCAG 2.0.

### To check labels *with IE WAT*

1. Open the web page you are checking.
2. In the toolbar, select "Structure", then "FieldSet / Labels". Or, with the keyboard: Ctrl+Alt+6, then down arrow key to "FieldSet / Labels", and select.
  - *A dialog box appears with the number of errors and controls.*

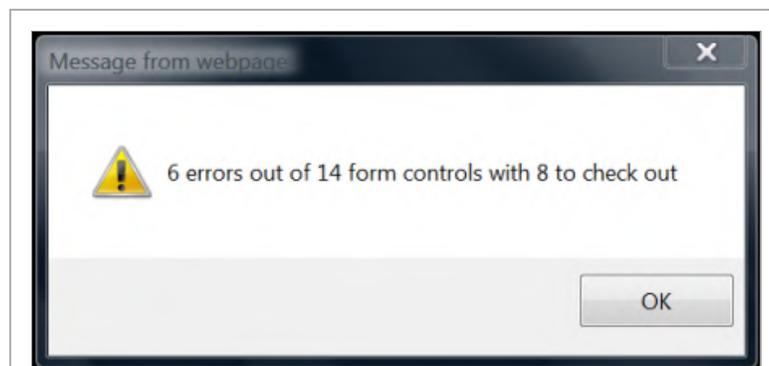
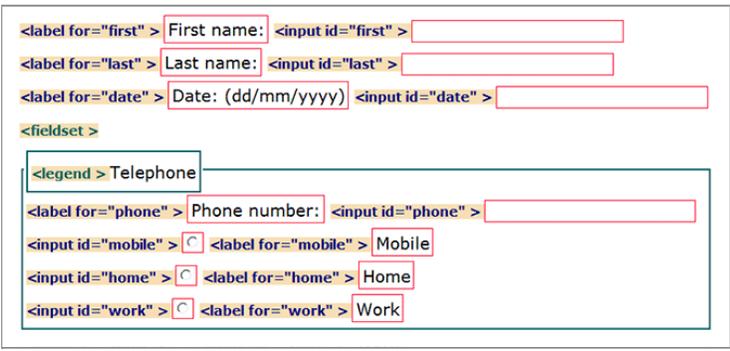


Figure: IE WAT dialog box.

The dialog box tells you the number of identified errors, the total number of form controls, and the number of controls that you need to check manually. For the rest of the steps you need to look at the text around the labels. If this is difficult, you could skip the next steps.

- *The form elements (labels and controls) are outlined in a red box, the markup is shown, and potential errors are indicated.*

*Example with no errors:*

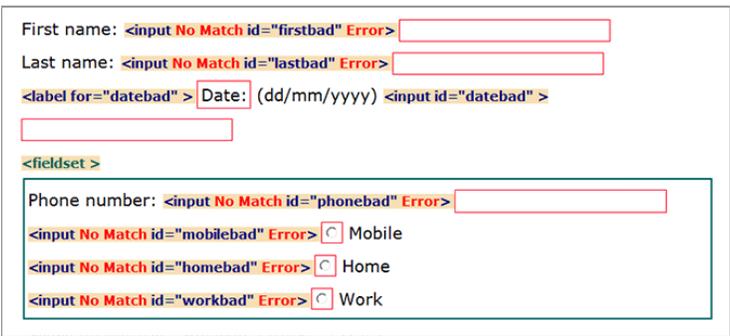


The screenshot shows HTML markup for a form with the following elements:

- `<label for="first" > First name: <input id="first" >` (input box)
- `<label for="last" > Last name: <input id="last" >` (input box)
- `<label for="date" > Date: (dd/mm/yyyy) <input id="date" >` (input box)
- `<fieldset >`
- `<legend > Telephone`
- `<label for="phone" > Phone number: <input id="phone" >` (input box)
- `<input id="mobile" > <label for="mobile" > Mobile` (radio button)
- `<input id="home" > <label for="home" > Home` (radio button)
- `<input id="work" > <label for="work" > Work` (radio button)

Figure: Form markup shown. Date label includes format.

*Example with potential errors:*



The screenshot shows HTML markup for a form with the following elements:

- `First name: <input No Match id="firstbad" Error>` (input box)
- `Last name: <input No Match id="lastbad" Error>` (input box)
- `<label for="datebad" > Date: (dd/mm/yyyy) <input id="datebad" >` (input box)
- `<fieldset >`
- `Phone number: <input No Match id="phonebad" Error>` (input box)
- `<input No Match id="mobilebad" Error> <input type="radio" /> Mobile`
- `<input No Match id="homebad" Error> <input type="radio" /> Home`
- `<input No Match id="workbad" Error> <input type="radio" /> Work`

Figure: Form markup shown. Date label does not include format. Fieldset missing legend.

3. Check that every field label has `label for="x"` before it and `id="x"` in the box with it, and that the text in quotes matches. ("x" can be anything; for example, `for="park"`, `id="park"`)

- If the label is missing, it will indicate "Label no for".
  - If the `for` and `id` do not match, it will indicate "input No Match id="x" Error".
4. Check that the required field indicator is in the field label, or for radio button and check boxes, it is in the "legend". For example:
- Correct: The asterisk (\*) is included in the box around the label:  
[image coming slh]
  - Incorrect: The asterisk (\*) is outside of the box around the label:  
[image coming slh]
  - Correct: "(required)" is in the legend.  
[image coming slh]
  - Incorrect: "(required)" is not in the legend.  
[image coming slh]

### Checking labels *with FF*

There is not an easy way to check form control labels with the FF toolbar. There is a [Form Labels favelet](#) that provides the same information as [IE WAT above](#) and works with Firefox. It requires installation.

### **To check labels if you're comfortable looking at the** HTML markup

1. Open the source HTML and find the form markup.
2. Check that:
  - Each form control has a `label` element with a `for` attribute that matches the value of the `id` attribute in the related control. For example:  

```
<label for="firstname">First name:
</label>
<input type="text" name="firstname"
id="firstname" />
```

- Each `id` is unique within the web page.

## **To practice checking form labels and errors with BAD**

### **Labels:**

1. Open the Accessible Survey Page:  
[www.w3.org/WAI/demos/bad/after/survey](http://www.w3.org/WAI/demos/bad/after/survey) that has several forms. Do the label checks above. Notice the 'label's, 'for's, and 'id's.
2. Open the Inaccessible Survey Page:  
[www.w3.org/WAI/demos/bad/before/survey](http://www.w3.org/WAI/demos/bad/before/survey) and do the label checks above.  
In IE WAT, you get the dialog box saying there are errors and the errors are marked in the page with "<input Error>".

### **Errors:**

- Open the Accessible Survey Page:  
[www.w3.org/WAI/demos/bad/after/survey](http://www.w3.org/WAI/demos/bad/after/survey). Leave the fields blank and Submit the form.  
Notice the error messages at the top and the asterisks to indicate required fields. Also, the page title includes "Submission Failed".
- Open the Inaccessible Survey Page:  
[www.w3.org/WAI/demos/bad/before/survey](http://www.w3.org/WAI/demos/bad/before/survey). Leave the fields blank and Submit the form.  
Notice errors are only indicated by the label being red, and there is no explanation of the errors.

## **To learn more about forms**

- [Labels or Instructions](#) - Understanding Success Criterion 3.3.2 for WCAG 2.0 (Level A)
- [Info and Relationships](#) - Understanding Success Criterion 1.3.1 for WCAG 2.0 (Level A)

- [Error Identification](#) - Understanding Success Criterion 3.3.1 for WCAG 2.0 (Level A)
- [Error Suggestion](#) - Understanding Success Criterion 3.3.3 for WCAG 2.0 (Level AA)
- [Error Prevention \(Legal, Financial, Data\)](#) - Understanding Success Criterion 3.3.4 for WCAG 2.0 (Level AA)

[🔍 back to page contents](#)

## **Multimedia (video, audio) alternatives**

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Information in podcasts or other audio is not available to people who are deaf or some people who are hard of hearing, unless it is provided in an alternative format such as captions and text transcripts. Visual information in videos is not available to people who are blind or some people who have low vision, unless it is provided in an alternative format such as audio or text. (Text can be read by a screen reader or Braille display, or enlarged and reformatted for people with low vision.)

(Remember these easy checks are not comprehensive or definitive.)

### **What to check for:**

#### **Keyboard access**

Follow the steps above for [keyboard access](#) to ensure that the media player controls are labeled and keyboard accessible.

#### **Auto-start control**

It is best if audio (including background noise and video with sound) does not start automatically when a web page opens. If it does start automatically, it should either:

- Stop after 3 seconds.
- Include controls to pause or stop the audio.
- Include controls to turn down the volume.

## Captions

(Captions are known as "subtitles" in some areas.)

Most video on the web that provides captions has "closed captions" that can be turned on and off. ("Open captions" are always shown.) For example, in YouTube, you turn on captions with the CC button  (no known keyboard access). If there is not a CC button, there are no captions available for that video.

Automatic captions are not sufficient for accessibility because they are not accurate enough. For example, in YouTube, if only "automatic captions" are listed (as in the image above), there are no sufficient captions and the video is not accessible. Captions in the specific language need to be listed. [@@ say more ?]

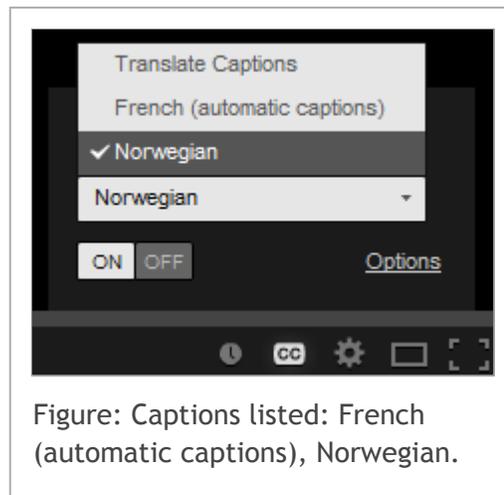


Figure: Captions listed: French (automatic captions), Norwegian.

If there are captions, you can check that:

- The captions seem in sync with the spoken content.
- The people who are speaking are identified when they speak.
- Important sound other than dialogue – e.g., footsteps approaching, doors closing, glass breaking – is included.

## Transcript

It is best practice to provide both captions and transcripts, although not always required; [providing transcripts has many benefits](#) – both to people with disabilities and to website owners.

Transcripts should be easy to find near the audio/video itself and any links to the audio/video.

Check that transcripts include all audio information, including dialogue with the speakers identified, and all important sound – e.g., footsteps approaching, doors closing, glass breaking.

A transcript for a video could provide all the audio and all the visual information, so that a person can get all the content of the video by reading the text.

## Audio description

Audio description (sometimes known as described video, video description, or visual interpretation) is description of important visual information in a video, in order to make it accessible to people who cannot see. For example, some videos start out with a title in text, have speaker names in text, and have illustrations. That visual information needs to be provided to people who cannot see the video. It can be provided through:

- Audio description - where the audio track includes someone describing the important visuals. Audio description can be included in the main video, or it can be provided in a separate video.
- Text transcript - that includes description of meaningful visual information (so it's kind of like a screenplay).

### [Learn more about multimedia alternatives](#)

- [W3C Multimedia Accessibility FAQ](#)
- [Captions](#) - Understanding Success Criterion 1.2.2 for WCAG 2.0 (Level A)

- [Audio Description or Media Alternative](#) - Understanding Success Criterion 1.2.3 for WCAG 2.0 (Level A)
- [Audio Control](#) - Understanding Success Criterion 1.4.2 for WCAG 2.0 (Level A)
- [Media Alternative](#) - Understanding Success Criterion 1.2.8 for WCAG 2.0 (Level AAA)

 [back to page contents](#)

## Basic structure check

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*While the other checks on this page focus on specific success criteria in WCAG 2.0, this check is more broad. It helps you understand how some people "see" the web page differently. For this basic structure check, you look at the web page without images, styles, and layout.*

Web pages are often designed with multiple columns, sections, colors, and other visual aspects that help organize information for people who see the page in its default display. However, some people do not see the page this way. People who are blind listen to the page with a screen reader or read it from a Braille display. Some people with low vision and others change the way the page is displayed so they can read it; for example, change from multiple columns to one column, change the text size, and more.

An important issue is how the web page works when it is "linearized" into one column and the presentation is changed, as shown in the images below.

**Images showing linearized and changed display** (*click to  show images*)

The images below illustrate how a web page is displayed in 3 columns by default and how it can be changed.

Figure A shows the default display of three columns, with the navigation at the left.





Figure A.

Figure B shows the page linearized into one column, with the navigation at the top. Figure C shows the page linearized, with the navigation at the bottom. The order of the sections (e.g., navigation at top or bottom or elsewhere) depends on how the web page is developed – the user usually cannot control the order.

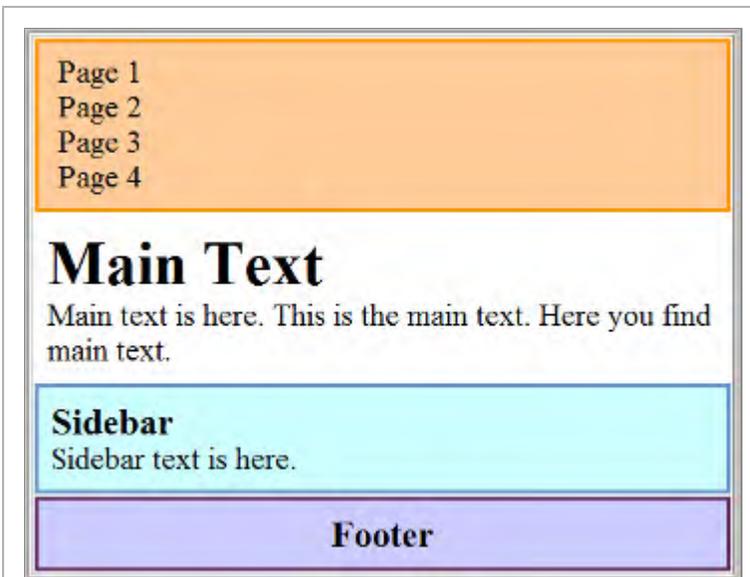


Figure B.

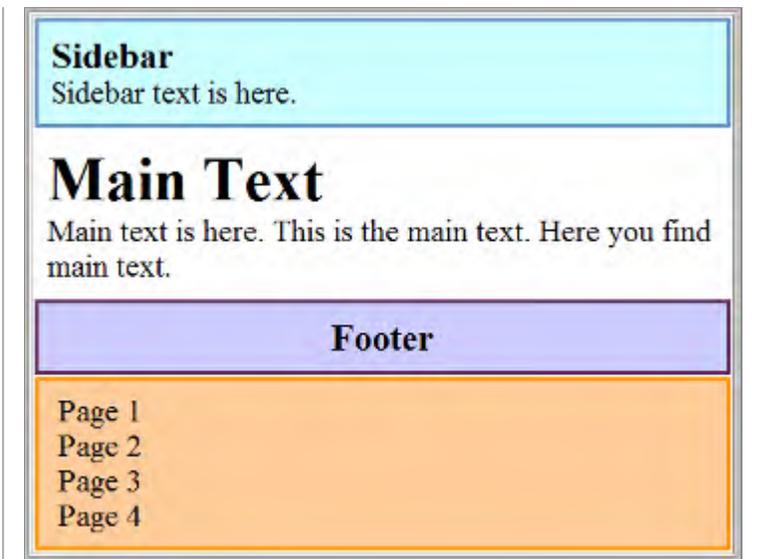


Figure C.

Figure D shows the page linearized and with styles turned off. When you follow the [Basic structure checks steps below](#), your page will look like something like this:

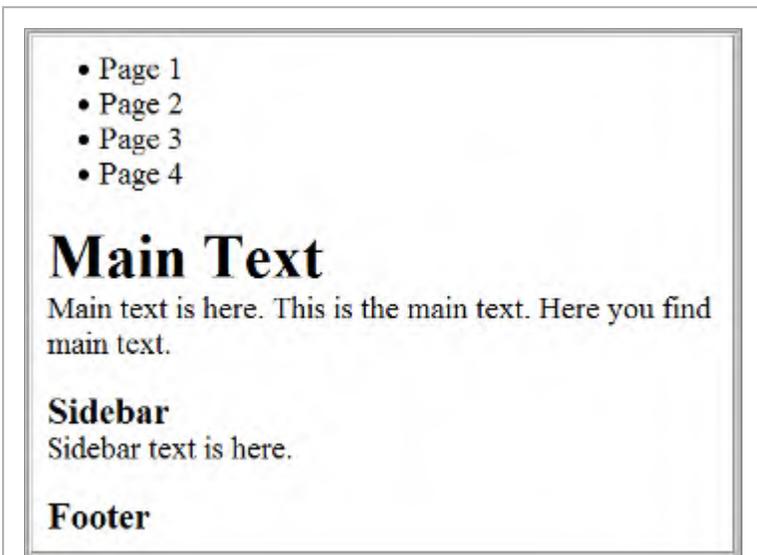


Figure D.

Figure E shows the page changed by a person with low vision to make it more readable, for example, the main text is big, the footer text is very small, and the headings are a different color.



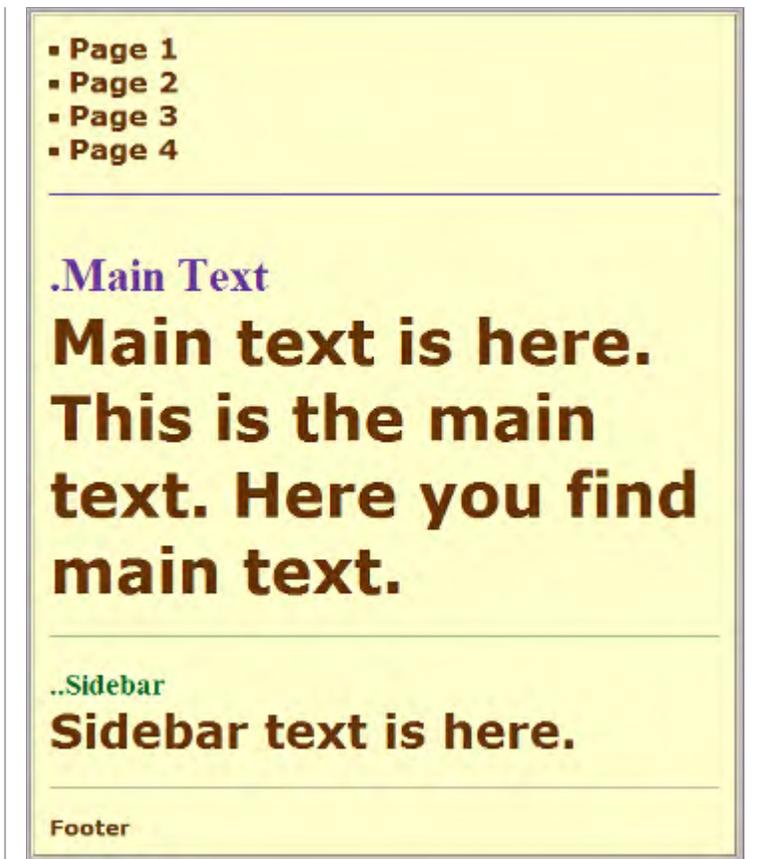


Figure E.

While it is useful to have an experienced screen reader user check web pages, anyone can get an initial idea of potential accessibility barriers for screen reader users and others who change the way the page is presented. The steps below show you how to disable images, disable styles for how the page is usually displayed, and linearize the page to check the page structure.

Notes:

- Data tables will not make sense when linearized – that's OK because screen readers have functionality to make data tables usable (when they are marked up correctly).
- BAD provides a clear example of how the basic structure check reveals accessibility barriers. (It's also a bit funny, and we suggest you check it out, by following the [BAD instructions](#) below.)

## What to do:

Get a basic structure view of the page by following the instructions under [Basic structure checks](#) below to:

- Turn off images and show the text alternatives.
- Turn off style sheets (CSS), which specifies how the page is displayed with layout, colors, etc.
- Linearize the page or the tables (depending on the toolbar).

## What to check for:

- Check that the information makes sense when read in the order it is shown; for example, headings are right above the information they apply to.  
*(Data tables do not need to make sense linearized, per the [note](#) above.)*
- Check that the alternative text provides adequate information for the missing images (per the [Image text alternatives](#) section above).
- Check that blocks of information have clear headings (see also the [Headings](#) section above). When navigation, main content, and other sections have good headings, it's easier for people to find their way around the information.

## Basic structure checks

### To check basic structure *with IE WAT*

1. Open the web page you are checking.
2. In the toolbar, select "Images", then "Remove Images".  
Or, with the keyboard: Ctrl+Alt+4, then arrow down to "Remove Images".
3. In the toolbar, select "CSS", then "Disable CSS".  
Or, with the keyboard: Ctrl+Alt+3, then arrow down to "Disable CSS".

4. In the toolbar, select "Tables", then "Linearize".  
Or, with the keyboard: Ctrl+Alt+7, then arrow down to "Linearize".

### To check basic structure *with FF toolbar*

1. Open the web page you are checking.
2. In the toolbar, select "Images", then "Disable Images", then "Disable All Images".  
Or, with the keyboard: Alt+T, W (to Web Developer Extension), I, D, D.
3. In the toolbar, select "CSS", then "Disable Styles", then "Disable All Styles".  
Or, with the keyboard: Alt+T, W (to Web Developer Extension), S, D, D.
4. In the toolbar, select "Miscellaneous", then "Linearize Page".  
Or, with the keyboard: Alt+T, W (to Web Developer Extension), M, I.

### To check basic structure *with any browser*

Most browsers provide the option to turn off images and disable CSS from the menus. For example:

- In Opera:
  - View > Images > Show Images  
or, Alt+V, I, S
  - View > Style > User Mode  
or, Alt+V, S, U
- In Safari:
  - If the Develop menu is not shown in the menu bar, turn it on:
    - In Safari preferences, click Advanced.
    - Select the "Show Develop menu in menu bar" checkbox.

- Develop > Disable Images  
or, Ctrl+F2, D, down arrow to Disable Images
- Develop > Disable Styles  
or, Ctrl+F2, D, down arrow to Disable Styles

## To practice checking basic structure with BAD

### 1. First use the Accessible Home Page

[www.w3.org/WAI/demos/bad/after/home](http://www.w3.org/WAI/demos/bad/after/home) with one of the checks above to turn off images, disable CSS, and linearize.

Skim down and notice that under "Welcome to CityLights" there are 3 article headlines with summary text under each headline.

### 2. Next use the Inaccessible Home Page

[www.w3.org/WAI/demos/bad/before/home](http://www.w3.org/WAI/demos/bad/before/home) with one of the checks above to turn off images, disable CSS, and linearize.

- Skim down to find "Welcome to CityLights". Notice that it's much harder to find. That's because it's not marked up as a [heading, per above](#).
- Notice that the 3 article headings are together and the article text is together. (For fun, read the article text together.)

### 3. To check a form, use the Inaccessible Survey Page

[www.w3.org/WAI/demos/bad/before/survey](http://www.w3.org/WAI/demos/bad/before/survey) (This example is easier to see with IE WAT.) Look at how the radio buttons are laid out. Then linearize. Notice that that radio button labels are not with the buttons. (This is because the page uses layout tables incorrectly.)

 [back to page contents](#)

## Next steps

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Now that you have an idea of the accessibility issues on a web page, two things you can do:

1. Share your findings with someone who can fix accessibility barriers.
2. Encourage thorough accessibility evaluation.

## Share your findings

[Contacting Organizations about Inaccessible Websites](#) has guidance on reporting accessibility problems. It is focused for people who do not work for the organization that owns the website, yet also has some useful information if you do work for the organization – particularly the Introduction, Consider Your Approach, and Sources for More Information sections.

## Encourage thorough accessibility evaluation

The checks on this page are not definitive; a web page could seem to pass these checks, yet still have accessibility barriers.

This page covers just a few accessibility issues. There are other accessibility issues not covered in these easy checks, for example: links, data table markup, reliance on color, content that causes seizures, and much more.

More robust evaluation is needed to evaluate all issues comprehensively. Guidance is available from:

- [WCAG-EM Website Accessibility Conformance Evaluation Methodology](#)
- [Selecting Web Accessibility Evaluation Tools](#)
- [Involving Users in Evaluating Web Accessibility](#)

[▲ back to page contents](#)

 expand all sections

 collapse all sections

**Status**

**This is a Working Draft approved by the Education and Outreach Working Group ([EOWG](#)). Please send any suggestions, edits, or comments to the publicly-archived list: [wai-eo-editors@w3.org](mailto:wai-eo-editors@w3.org) Status on 20 December 2013: Most of the text content is complete. We are now working on the illustrations, which we plan to finish in early 2014.  
The [changelog](#) lists edits since June 2013.**

Status: Draft updated \$Date: 2014-03-31 19:36:01 \$

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