



ADA Checklist for Barrier Removal In Public Agency Buildings

Based on the 2010 ADA Standards for Accessible Design

About the Origin of this Checklist, and its Relationship to this particular Checklist

The original checklist that served as the basis for this checklist was created by the **New England ADA Center**, one of ten regional ADA Centers that comprise the ADA National Network, a leader in providing information, guidance, and training on the [Americans with Disabilities Act](#) (ADA), tailored to meet the needs of business, government and individuals at local & regional levels.

The original checklist that served as the basis for this checklist was developed to address the needs of businesses, which in many cases are similar or identical to those of public (government) agencies such as the Colorado Department of Transportation (CDOT). As of the date that this particular checklist was developed for use at CDOT, no known checklist specific to government agencies existed.

Because not all ADA requirements applicable to businesses are identical to requirements applicable to CDOT, the original checklist was modified where necessary to make it more specific to the requirements that are applicable

How to Use this Checklist

Get Organized - One person can conduct a survey, but it's easier with two people. One person can take measurements and the other person can fill out the checklist and take photos.

Obtain Floor Plans - A floor plan or sketch helps the surveyors get oriented and know how many elements, such as drinking fountains and entrances, there are and where they are. If plans are not available, sketch the layout of interior and exterior spaces.

Make Copies of the Checklist - Determine how many copies of each section of the checklist you need. For example, most facilities have more than one toilet room.

Gather Tools -

- Checklist
- Clipboard makes it easier to write on the checklist
- Tape measure
- Electronic or carpenter's level OR A "SMART LEVEL" - 24 inches
- Door pressure gauge or fish scale for measuring door-opening force
- Digital camera
- Bag to hold these items

Conduct the Survey

Start Outside - Start from site arrival points such as drop-off areas and public sidewalks and determine if there is an accessible route to an accessible entrance. If there is a parking lot or garage check for the

to CDOT. In some sections of the checklist, notations have been included indicating that those sections are not applicable to CDOT. In other sections, text of the original checklist has been modified when appropriate.

2010 ADA Standards for Accessible Design

The original of this checklist, and therefore this particular checklist, is based on the 2010 *ADA Standards for Accessible Design* (2010 Standards), which include the 2004 ADAAG and the requirements contained in the U. S. Department of Justice's (DOJ) September 15, 2010 regulation, 28 CFR Part 35, Section 35.151. The Colorado Department of Transportation (CDOT) is required to comply with the 2010 Standards.

Throughout this checklist, the terms "2010 Standards" and "2004 ADAAG" are often used interchangeably.

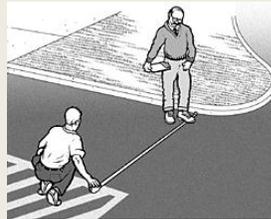
The Requirements of the DOJ September 15, 2010 regulation for new construction are contained in 28 CFR Part 35, Section 35.151, subsection (a) "Design and Construction". The requirements for alterations to existing building facilities are contained in Section 35.151, subsection (b) "Alterations".

Overall, the standards for buildings that are being newly constructed are more strict than the standards for alterations to existing building

correct number of accessible parking spaces, including van-accessible spaces. Is there an accessible route from the accessible parking spaces to an accessible entrance? Next survey the entrances. If there is an accessible entrance, determine if there are signs at inaccessible entrances directing people to the accessible entrance. Go inside and continue through the facility and the checklist.

Keep Good Notes - Write on the front of each checklist where you are surveying. You may end up with six toilet room checklists. When you get back to your office you'll want to know which one is the checklist for the first floor women's room. If there isn't an accessible entrance you'll want to indicate how many steps there are and how much space is available to install a ramp or lift. This is a good time to take photographs.

Take Good Measurements - When in doubt write it down. It's better to have too much information than not enough. Even if something is in compliance it's helpful to have exact measurements.



Parking Spaces

Measure from the inside edge of the painted line to the inside of the opposite painted line or edge of space.



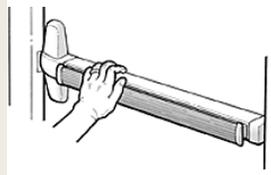
Door Clear Width

Open the door 90 degrees, measure from the face of the door to the edge of the door stop.

facilities. This is so because a design for a new facility can more easily incorporate technical standards than a design for retrofitting technical standards into an already existing building. For details, refer to the sections of the DOJ September 2010 regulation cited above, or call the CDOT Americans with Disabilities Act Coordinator (ADA Coordinator) in the Center for Equal Opportunity.

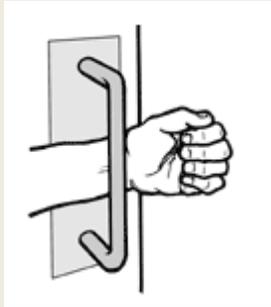
For CDOT, most cases will be alterations to existing building facilities. Section 35.151, subsection (b) "alterations" states: "Each facility or part of a facility altered by, on behalf of, or for the use of a public entity in a manner that affects or could affect the usability of the facility or part of the facility shall, to the maximum extent feasible, be altered in such manner that the altered portion of the facility is readily accessible to and usable by individuals with disabilities".

Because the DOJ regulation 28 CFR Part 35 and the 2004 are extremely complex, questions related to the appropriate interpretation shall be directed to the CDOT ADA Coordinator in the Center for Equal Opportunity.



Door Opening Force

If you're using a door pressure gauge place it where you would push open the door.



If you're using a fish scale place it where you would pull open the door.



Accessible Slopes

You can measure slope with a 24 inch level and a tape measure. Put the level on the surface in the direction you are measuring. Put one end at the high point of the surface and raise the other end so that the bubble is in the middle of the level's gauge. The level is now level. Measure the distance between the end of the level at its bottom point and the surface.

For a ramp the maximum running slope allowed is 1:12. That means for every inch of height change there should be at least 12 inches of ramp run. If the distance between the bottom of the level and the ramp surface is 2 inches or less, then the slope is 1:12 or less ($2:24 = 1:12$ and $1.5:24 = 1:16$ which is a more gradual slope than 1:12). If the distance is greater than 2 inches, the ramp is too steep. For example, if the distance is 3 inches, then the slope is 1:8 ($3:24 = 1:8$ which is a steeper slope than 1:12).

Definitions of Terms in this Checklist

The terms used in this checklist are too numerous to include. Some are obvious, while others are explained in the text. Where the meaning of a term is not obvious or explained, the user of this document may find the definition in the 2004 ADA and ABA Accessibility Guidelines for Buildings and Facilities, ADA Part I, Chapter 1, Section 106 “Definitions” at <http://www.access-board.gov/ada-aba/final.cfm#a106>.

Safe Harbor – Construction Prior to March 15, 2012

Elements in a public agency building facility built or altered before March 15, 2012 that comply with the 1991 Americans with Disabilities Act Accessibility Guidelines (1991 ADAAG) are not required to be modified to specifications in the 2010 Standards. For example, the 1991 ADAAG allows 54 inches maximum for a side reach range to a control such as the operating part of a paper towel dispenser. The 2010 Standards lower that side reach range to 48 inches maximum. If a paper towel dispenser was installed prior to March 15, 2012 with the highest operating part at 54 inches, the paper towel dispenser does not need to be lowered to 48 inches. Since the dispenser complies with the 1991 Standards, that Standard provides a “safe harbor.”

For the parts of an accessible route that aren't a ramp, the maximum running slope allowed is 1:20. That means for every inch of height change there must be at least 20 inches of route run. The distance from the bottom edge of the level to the surface should be no more than 1.2 inches (1.2:24 = 1:20).

For the cross slope of an accessible route the maximum slope allowed is 1:48. The distance from the bottom edge of the level to the surface should be no more than ½ inch (.5:24 = 1:48). The cross slope of an accessible route is the slope that is perpendicular to the direction of pedestrian travel.

Slopes may also be measured using a digital level. Be sure to read the instructions. Measure with the percent calculation rather than the degrees calculation. For a ramp the maximum running slope allowed is 8.33% (8.33% is a 1:12 slope). For an accessible route without a ramp the maximum running slope allowed is 5% (1:20). For the cross slope of an accessible route the maximum slope allowed is 2.083% (1:48).

Check that You Got Everything - Before you leave the site review all the checklists. Make sure you know which checklist goes with which entrance and which toilet room and that you've got all the information you need. It is better to do it now than to have to go back.

The “Safe Harbor” provision also applies to any public agency building facility if actual construction for the alteration to the building commenced prior to March 15, 2012 and the construction is still in progress on or after March 15, 2012.

Acknowledgements

Many of the illustrations in this checklist are from the U.S. Department of Justice and the U.S. Access Board, or are based on illustrations produced by the U.S. Access Board and the U.S. Department of Justice. The U.S. Access Board is a Presidentially-appointed board that has been directed by the Americans with Disabilities Act to develop minimum standards for enforcement agencies to use in determining whether any covered entity is complying with the requirements of the ADA.

After the Survey

List Barriers and Solutions - Consider the solutions listed beside each question on the checklist and add your own ideas. Consult with building contractors and equipment suppliers to estimate the costs for making modifications.

Develop an Implementation Plan

Make Changes - Use the 2010 ADA Standards for Accessible Design. Check whether local and state building codes require greater accessibility when alterations are undertaken.

Follow Up - Review the implementation plan each year to evaluate whether more access improvements have become readily achievable.

ADA Checklist

Approach & Entrance



Project _____

Building _____

Location _____

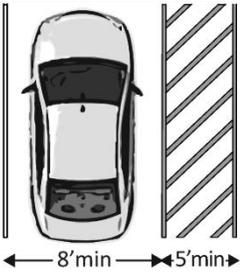
Date _____

Surveyors _____

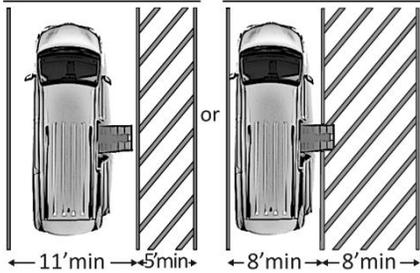
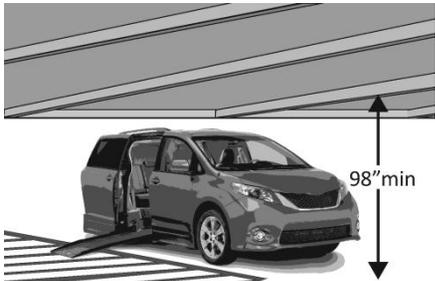
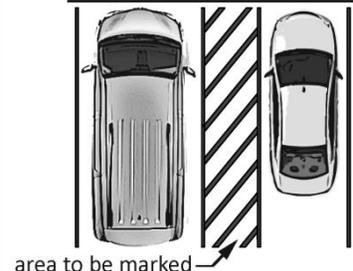
Contact Information _____

An accessible route from site arrival points and an accessible entrance must be provided for everyone.

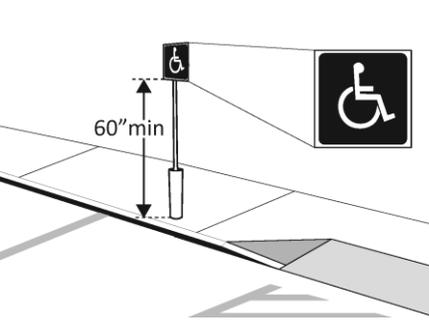
Approach & Entrance

Approach & Entrance		Comments	Possible Solutions												
1.1 Is there at least one route from site arrival points (parking, passenger loading zones, public sidewalks and public transportation stops) that does not require the use of stairs?	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, location of route:	Comments:	<ul style="list-style-type: none"> Add a ramp Regrade to 1:20 maximum slope Add a lift if site constraints prevent other solutions 												
Parking (2010 Standards – 208 & 502) Note: Accessible parking spaces should be identified by size, access aisle and signage.															
1.2 If parking is provided for the public, are an adequate number of accessible spaces provided?	<input type="checkbox"/> Yes <input type="checkbox"/> No Total #: Accessible #:	<table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th style="padding: 5px;">Total Spaces</th> <th style="padding: 5px;">Accessible Spaces</th> </tr> </thead> <tbody> <tr> <td style="padding: 5px;">1 - 25</td> <td style="padding: 5px;">1</td> </tr> <tr> <td style="padding: 5px;">26 - 50</td> <td style="padding: 5px;">2</td> </tr> <tr> <td style="padding: 5px;">51 - 75</td> <td style="padding: 5px;">3</td> </tr> <tr> <td style="padding: 5px;">76 - 100</td> <td style="padding: 5px;">4</td> </tr> <tr> <td colspan="2" style="padding: 5px;">100+ see 2010 Standards 208.2</td> </tr> </tbody> </table> Comments:	Total Spaces	Accessible Spaces	1 - 25	1	26 - 50	2	51 - 75	3	76 - 100	4	100+ see 2010 Standards 208.2		<ul style="list-style-type: none"> Reconfigure by repainting lines
Total Spaces	Accessible Spaces														
1 - 25	1														
26 - 50	2														
51 - 75	3														
76 - 100	4														
100+ see 2010 Standards 208.2															
1.3 Of the accessible spaces, is at least one a van accessible space?	<input type="checkbox"/> Yes <input type="checkbox"/> No	*For every 6 or fraction of 6 parking spaces required by the table above, at least 1 should be a van accessible space. Comments:	<ul style="list-style-type: none"> If constructed before 3/15/2012, parking is compliant if at least 1 in every 8 accessible spaces is van accessible Reconfigure by repainting lines 												
1.4 Are accessible spaces at least 8 feet wide with an access aisle at least 5 feet wide?	<input type="checkbox"/> Yes <input type="checkbox"/> No Measurement:	 <p style="text-align: center;">← 8' min → ← 5' min →</p>	<ul style="list-style-type: none"> Reconfigure by repainting lines Two spaces can share an access aisle (check state requirements; some states, such as Connecticut, require an access aisle for												

Approach & Entrance

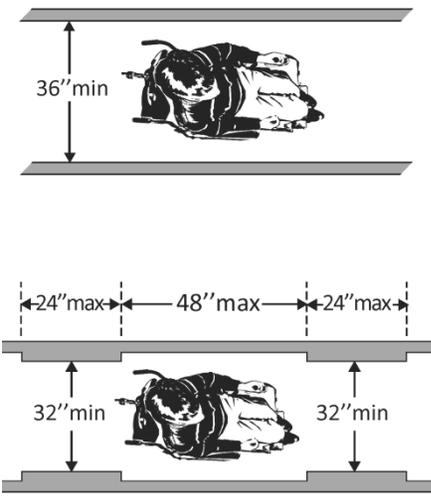
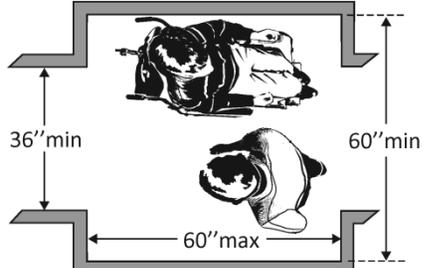
			Comments:	each space)
<p>1.5 Is the van accessible space:</p> <p>At least 11 feet wide with an access aisle at least 5 feet wide? Or At least 8 feet wide with an access aisle at least 8 feet wide?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		Comments:	<ul style="list-style-type: none"> Reconfigure to provide van-accessible space(s)
<p>1.6 Is at least 98 inches of vertical clearance provided for the van accessible space?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		Comments:	<ul style="list-style-type: none"> Reconfigure to provide van-accessible space(s)
<p>1.7 Are the access aisles marked so as to discourage parking in them?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>		Comments:	<ul style="list-style-type: none"> Mark access aisles <p>The marking method and color may be addressed by state/local requirements</p>
<p>1.8 Is the slope of the accessible parking spaces and access aisles no steeper than 1:48 in all directions?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		Comments:	<ul style="list-style-type: none"> Regrade surface

Approach & Entrance

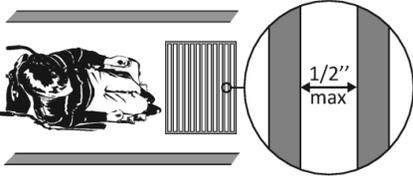
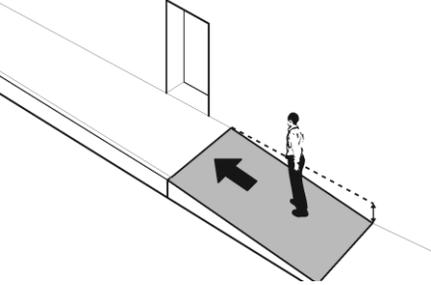
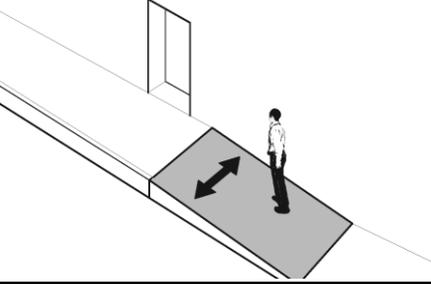
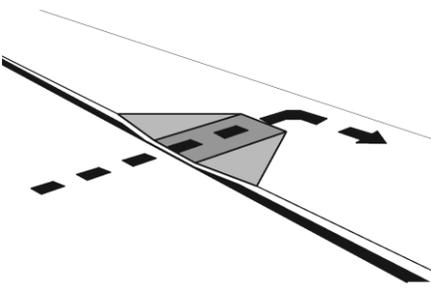
<p>1.9 Do the access aisles adjoin an accessible route?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Create accessible route • Relocate accessible space
<p>1.10 Are accessible spaces Identified with a sign that includes the International Symbol of Accessibility?</p> <p>Is the bottom of the sign at least 60 inches above the ground?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Install signs <p>The International Symbol of Accessibility is not required on the ground by the 2010 Standards</p>
<p>1.11 Are there signs reading “van accessible” at van accessible spaces?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Install signs
<p>1.12 Of the total parking spaces, are the accessible spaces located on the closest accessible route to the accessible entrance(s)?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Reconfigure spaces <p>If parking lot serves multiple entrances, accessible parking should be dispersed</p>

Approach & Entrance

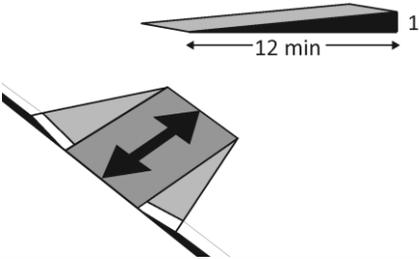
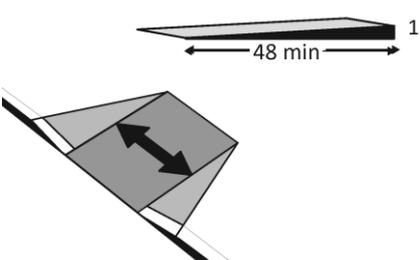
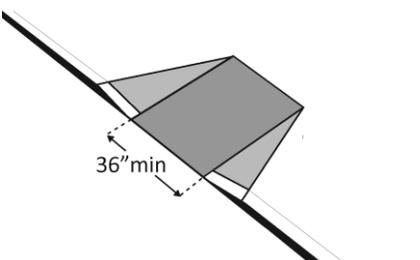
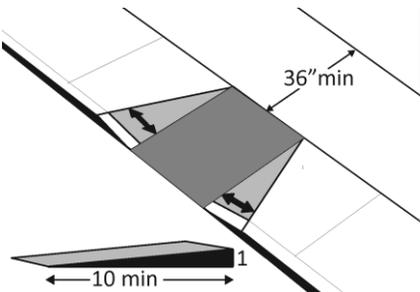
Exterior Accessible Route (2010 Standards – Ch.4)

<p>1.13 Is the route stable, firm and slip-resistant?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No		<p>Comments:</p>	<ul style="list-style-type: none"> • Repair uneven paving • Fill small bumps and breaks with patches • Replace gravel with asphalt or other surface
<p>1.14 Is the route at least 36 inches wide?</p> <p>Note: The accessible route can narrow to 32 inches min. for a max. of 24 inches. These narrower portions of the route must be at least 48 inches from each other.</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No Measurement:		<p>Comments:</p>	<ul style="list-style-type: none"> • Change or move landscaping, furnishings or other items • Widen route
<p>1.15 If the route is greater than 200 feet in length and no less than 60 inches wide, is there a passing space no less than 60 x 60 inches?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No Measurement:		<p>Comments:</p>	<ul style="list-style-type: none"> • Widen route for passing space

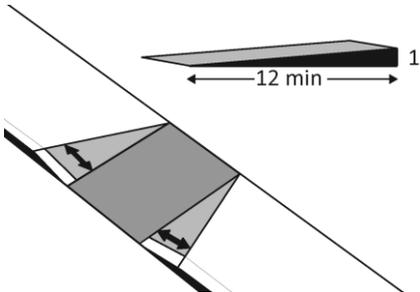
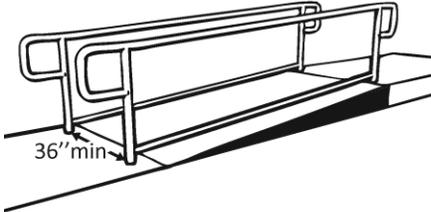
Approach & Entrance

<p>1.16 If there are grates or openings on the route, are the openings no larger than ½ inches to the dominant direction of travel?</p> <p>Is the long dimension perpendicular to the dominant direction of travel?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Replace or move grate
<p>1.17 Is the running slope no steeper than 1:20, i.e. for every inch of height change there are at least 20 inches of route run?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Regrade to 1:20 max. • If steeper than 1:20 and no steeper than 1:12, treat as a ramp and add other features such as edge protection and handrails
<p>1.18 Is the cross slope no steeper than 1:48?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Regrade to 1:48 max.
<p>Curb Ramps (2010 Standards – 406)</p>				
<p>1.19 If the accessible route crosses a curb, is there a curb ramp?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Install curb ramp

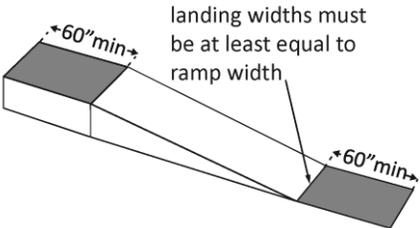
Approach & Entrance

<p>1.20 Is the running slope of the curb ramp no steeper than 1:12, i.e. for every inch of height change there are at least 12 inches of curb ramp run?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Regrade curb ramp
<p>1.21 Is the cross slope of the curb ramp, excluding flares, no steeper than 1:48?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Regrade curb ramp
<p>1.22 Is the curb ramp, excluding flares, at least 36 inches wide?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Widen curb ramp
<p>1.23 At the top of the curb ramp is there a level landing (slope no steeper than 1:48 in all directions) that is at least 36 inches long and at least as wide as the curb ramp?</p> <p>If there are curb ramp flares, are the slopes of the flares no steeper than 1:10, i.e. for every inch of height change there are</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Reconfigure • Add ramp flares

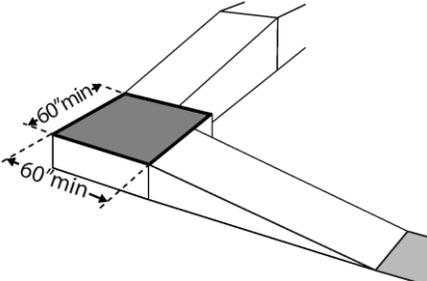
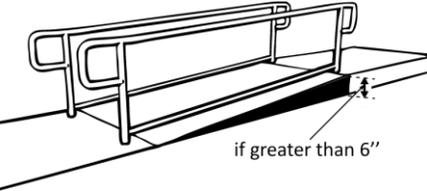
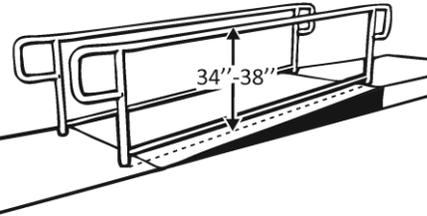
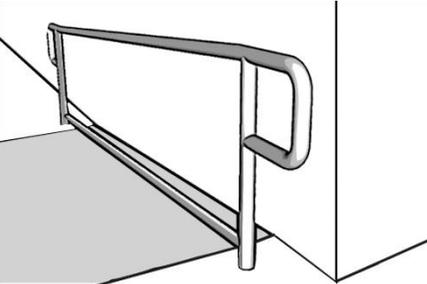
Approach & Entrance

			Comments:
<p>at least 10 inches of flare run?</p>			
<p>1.24 If the landing at the top is less than 36 inches long, are there curb ramp flares?</p> <p>Are the slopes of the flares no greater than 1:12, i.e. for every inch of height change there are at least 12 inches of flare run?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p> <ul style="list-style-type: none"> • Add ramp flares • Regrade flares •
<p>Ramps (2010 Standards – 405 & 505) Note: If any portion of the accessible route is steeper than 1:20, it should be treated as a ramp (curb ramps excluded).</p>			
<p>1.25 If there is a ramp (other than curb ramps), is it at least 36 inches wide? If there are handrails, measure between the handrails.</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p> <ul style="list-style-type: none"> • Alter ramp • •
<p>1.26 Is the surface stable, firm and slip resistant?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>		<p>Comments:</p> <ul style="list-style-type: none"> • Resurface ramp • •
<p>1.27 For each section of the ramp, is the running slope no greater than 1:12, i.e. for every inch of height change there are at least 12 inches of ramp run?</p> <p>Note:</p> <p>A ramp run may not exceed 30</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p> <ul style="list-style-type: none"> • Alter or relocate ramp • Lengthen ramp to decrease slope • Add level landing at the end of each 30 foot long ramp run.

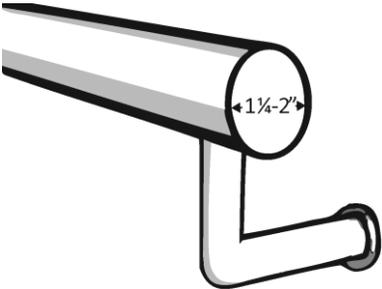
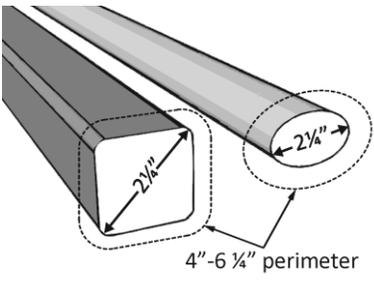
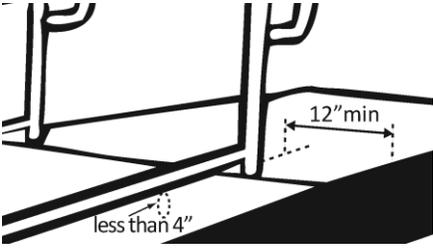
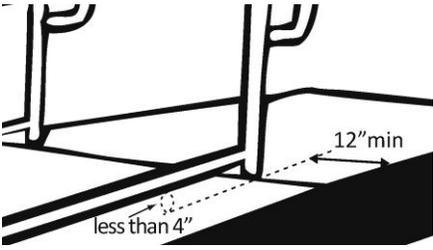
Approach & Entrance

<p>feet horizontally and 30 inches of rise. If the total length of ramp is to exceed these dimensions, it must have a 60 inch long level landing (slope no steeper than 1:48 in any direction) as wide as the ramp at each 30 foot interval.</p> <p>Rises no greater than 3 inches with a slope no steeper than 1:8 and rises no greater than 6 inches with a slope no steeper than 1:10 are permitted when such slopes are necessary due to space limitations.</p>			<p>Comments:</p>	
<p>1.28 Is there a level landing (slope no steeper than 1:48 in any direction) that is at least 60 inches long and at least as wide as the ramp:</p> <p>At the top of the ramp?</p> <p>At the bottom of the ramp?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Alter ramp • •

Approach & Entrance

<p>1.29 Is there a level landing (slope no steeper than 1:48 in any direction) where the ramp changes direction that is at least 60 x 60 inches?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Alter ramp • •
<p>1.30 If the ramp has a rise higher than 6 inches, are there handrails on both sides?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Add handrails • • <p>Curb ramps are not required to have handrails</p>
<p>1.31 Is the top of the handrail gripping surface no less than 34 inches and no greater than 38 inches above the ramp surface?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Reconfigure or replace handrails • •
<p>1.32 Is the handrail gripping surface continuous and not obstructed along the top or sides?</p> <p>Is the bottom of the handrail gripping surface obstructed for no more than 20 percent of its length?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Reconfigure or replace handrails • •

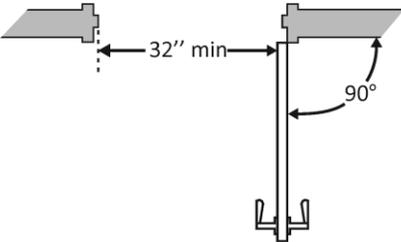
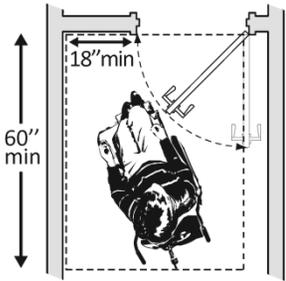
Approach & Entrance

<p>1.33 If the handrail gripping surface is circular, is it no less than 1 ¼ inches and no greater than 2 inches in diameter?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Replace handrails • •
<p>1.34 If the handrail gripping surface is non-circular, is it no less than 4 inches and no greater than 6 ½ inches in perimeter and no more than 2 ¼ inches in cross section?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Replace handrails • •
<p>1.35 Does the handrail:</p> <p>Extend at least 12 inches horizontally beyond the top and bottom of the ramp?</p> <p>Return to a wall, guard, or landing surface?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Add extensions • Reconfigure handrails •
<p>1.36 To prevent wheelchair casters and crutch tips from falling off:</p> <p>Does the surface of the ramp extend at least 12 inches beyond the inside face of the handrail?</p> <p>Or</p> <p>Is there a curb or barrier that prevents the passage of a 4-</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Add curb • Add barrier • Extend ramp width •

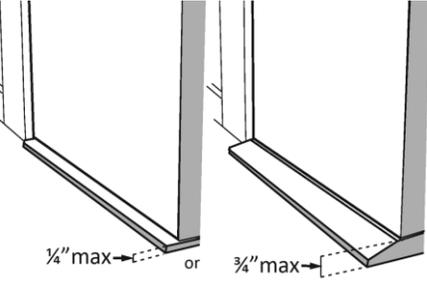
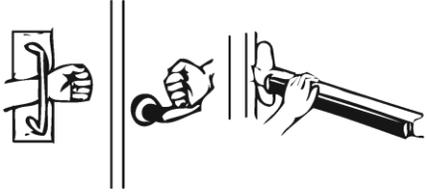
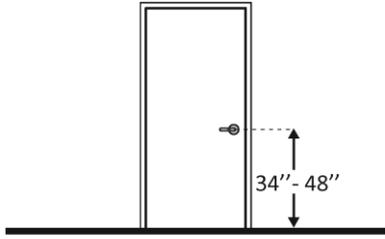
Approach & Entrance

inch diameter sphere?	Measurement:		Comments:	
Entrance (2010 Standards – 404)				
1.37 Is the main entrance accessible?	<input type="checkbox"/> Yes <input type="checkbox"/> No		Comments:	<ul style="list-style-type: none"> Redesign to make it accessible
1.38 If the main entrance is not accessible, is there an alternative accessible entrance? Can the alternative accessible entrance be used independently and during the same hours as the main entrance?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No		Comments:	<ul style="list-style-type: none"> Designate an entrance and make it accessible Ensure that accessible entrance can be used independently and during the same hours as the main entrance

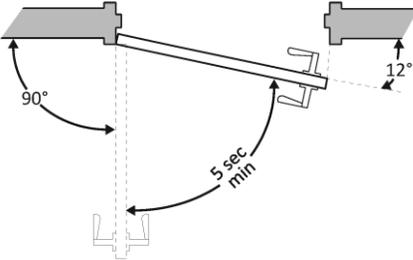
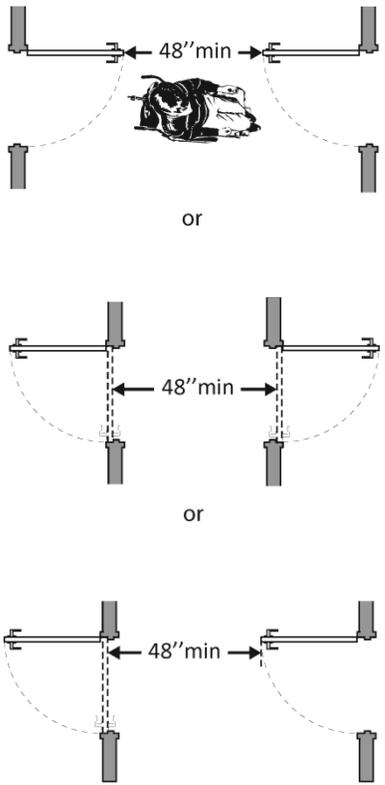
Approach & Entrance

<p>1.39 Do all inaccessible entrances have signs indicating the location of the nearest accessible entrance?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No		<p>Comments:</p>	<ul style="list-style-type: none"> • Install signs • Install signs on route before people get to inaccessible entrances so that people do not have to turn around and retrace route •
<p>1.40 If not all entrances are accessible, is there a sign at the accessible entrance with the International Symbol of Accessibility?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No		<p>Comments:</p>	<ul style="list-style-type: none"> • Install sign • •
<p>1.41 Is the clear opening width of the accessible entrance door at least 32 inches, between the face of the door and the stop, when the door is open 90 degrees?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No Measurement:		<p>Comments:</p>	<ul style="list-style-type: none"> • Alter door • Install offset hinges •
<p>1.42 If there is a front approach to the pull side of the door, is there at least 18 inches of maneuvering clearance beyond the latch side plus at least 60 inches clear depth?</p> <p>On both sides of the door, is the ground or floor surface of the</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No Measurement: <input type="checkbox"/> Yes <input type="checkbox"/> No		<p>Comments:</p>	<p>See 2010 Standards 404.2.4 for maneuvering clearance requirements on the push side of the door and side approaches to the pull side of the door</p> <ul style="list-style-type: none"> • Remove obstructions • Reconfigure walls

Approach & Entrance

<p>maneuvering clearance level (no steeper than 1:48)?</p>	<p>Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Add automatic door opener
<p>1.43 Is the door threshold edge no more than ¼ inch high?</p> <p>Or</p> <p>No more than ¾ inch high if slope is beveled no steeper than 1:2?</p> <p>Note: The first ¼ inch of the threshold may be vertical; the rest must be beveled.</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Remove or replace threshold • •
<p>1.44 Is the door equipped with hardware, including locks, that is operable with one hand and does not require tight grasping, pinching, or twisting of the wrist?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Replace inaccessible knob with lever, loop or push hardware • Add automatic door opener •
<p>1.45 Are the operable parts of the door hardware no less than 34 inches and no greater than 48 inches above the floor or ground surface?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Change hardware height • •

Approach & Entrance

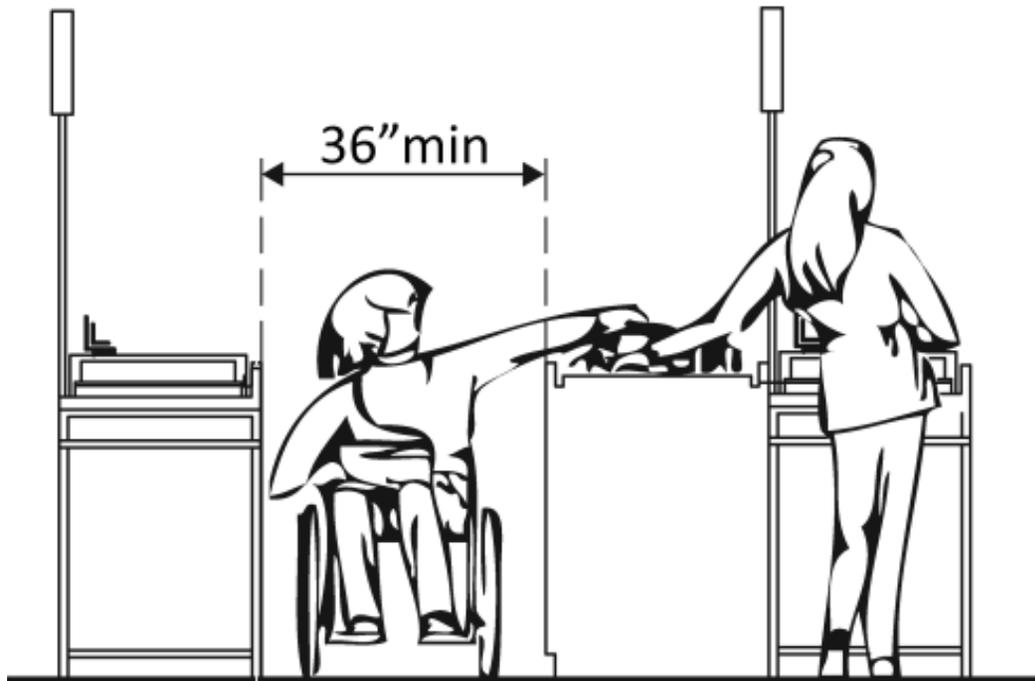
<p>1.46 If the door has a closer, does it take at least 5 seconds to close from an open position of 90 degrees to a position of 12 degrees from the latch?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Adjust closer • •
<p>1.47 If there are two doors in a series, e.g. vestibule, is the distance between the doors at least 48 inches plus the width of the doors when swinging into the space?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Remove inner door • Change door swing •

Approach & Entrance

<p>1.48 If provided at the building entrance, are carpets or mats no higher than ½ inch thick?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Replace or remove mats • •
<p>1.49 Are edges of carpets or mats securely attached to minimize tripping hazards?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Secure carpeting or mats at edges • •

ADA Checklist

Access to Services



Project _____

Building _____

Location _____

Date _____

Surveyors _____

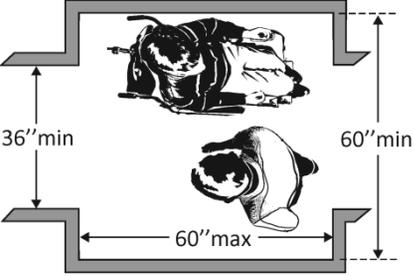
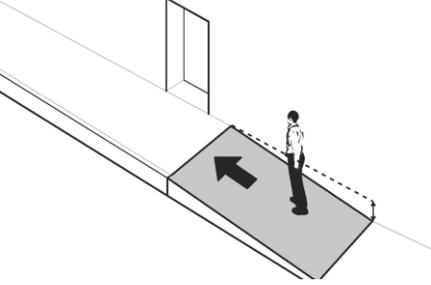
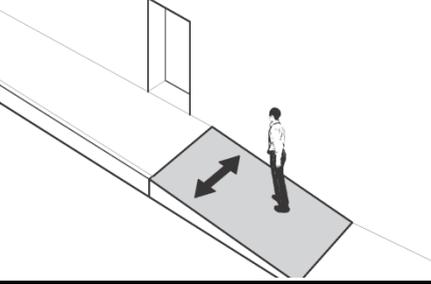
Contact Information _____

The layout of the building must allow people with disabilities to obtain services and to participate in activities without assistance.

Access to Services

Access to Services		Comments	Possible Solutions
2.1 Does the accessible entrance provide direct access to the main floor, lobby and elevator?	<input type="checkbox"/> Yes <input type="checkbox"/> No		<ul style="list-style-type: none"> Create accessible route
Interior Accessible Route (2010 Standards – Ch.4)			
2.2 Are all public spaces on at least one accessible route?	<input type="checkbox"/> Yes <input type="checkbox"/> No		<ul style="list-style-type: none"> Create accessible route
2.3 Is the route stable, firm and slip-resistant?	<input type="checkbox"/> Yes <input type="checkbox"/> No		<ul style="list-style-type: none"> Repair uneven surfaces
2.4 Is the route at least 36 inches wide? Note: The accessible route can narrow to 32 inches min. for a max. of 24 inches. These narrower portions of the route must be at least 48 inches from each other.	<input type="checkbox"/> Yes <input type="checkbox"/> No Measurement:		<ul style="list-style-type: none"> Widen route

Access to Services

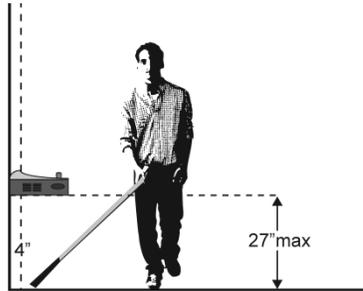
<p>2.5 If the route is greater than 200 feet in length and no less than 36 inches wide, is there a passing space no less than 60 x 60 inches?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p> <ul style="list-style-type: none"> • Widen route for passing space • •
<p>2.6 Is the running slope no steeper than 1:20, i.e. for every inch of height change there are at least 20 inches of route run?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p> <ul style="list-style-type: none"> • Regrade • If steeper than 1:20 and no steeper than 1:12, treat as ramp and add other features such as edge protection and handrails •
<p>2.7 Is the cross slope no steeper than 1:48?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p> <ul style="list-style-type: none"> • Regrade • •
<p>2.8 Do all objects on circulation paths through public areas, e.g. fire extinguishers, drinking fountains, signs, etc., protrude no more than 4 inches into the path? Or If an object protrudes more than 4 inches, is the bottom leading edge at</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>	 <p style="text-align: center;">Or</p>	<p>Comments:</p> <ul style="list-style-type: none"> • Remove object • Add tactile warning such as permanent planter or partial walls •

Access to Services

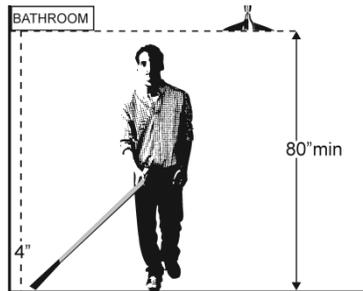
27 inches or lower above the floor?
 Or
 Is the bottom leading edge at 80 inches or higher above the floor?

Yes No

Measurement:



Or



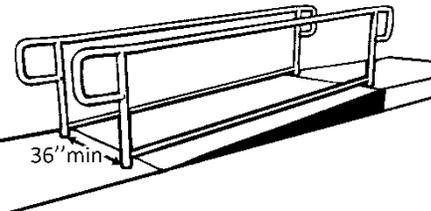
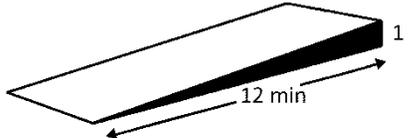
Comments:

2.9 Are there elevators or platform lifts to all public stories?

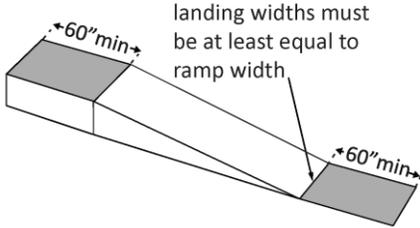
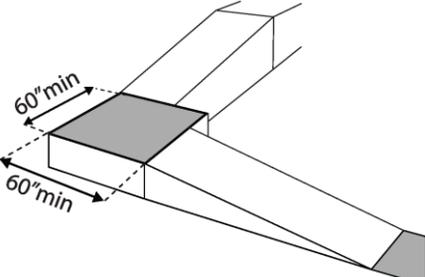
Yes No

- Install if necessary
- Offer goods and services on an accessible story
-

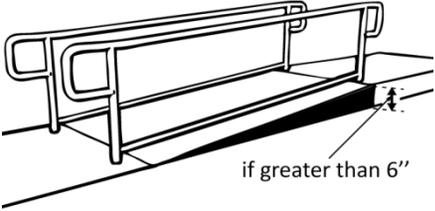
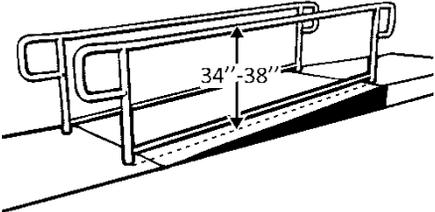
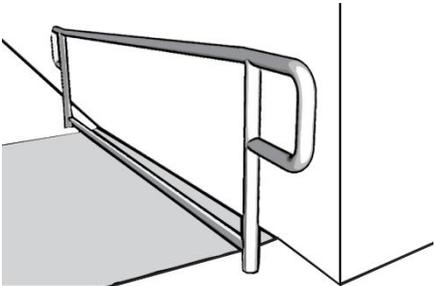
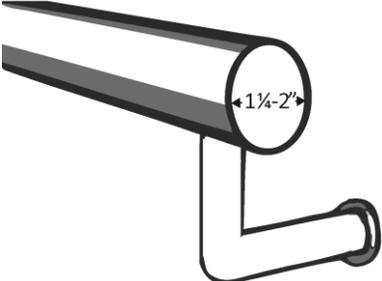
Access to Services

				Comments:
Ramps (2010 Standards 404 & 505)				
<p>2.10 If there is a ramp, is it at least 36 inches wide? If there are handrails, measure between the handrails.</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<ul style="list-style-type: none"> • Alter ramp • • 	<p>Comments:</p>
<p>2.11 Is the surface stable, firm and slip resistant?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>		<ul style="list-style-type: none"> • Change surface • • 	<p>Comments:</p>
<p>2.12 For each section of the ramp, is the running slope no greater than 1:12, i.e. for every inch of height change there are at least 12 inches of ramp run?</p> <p>Note:</p> <p>A ramp run may not exceed 30 feet horizontally and 30 inches of rise. If the total length of ramp is to exceed these dimensions, it must have a 60 inch long level landing (slope no steeper than 1:48 in</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<ul style="list-style-type: none"> • Lengthen ramp to decrease slope • Reconfigure ramp to include switchbacks • Relocate ramp • Add level landing at the end of each 30 foot long ramp run. 	<p>Comments:</p>

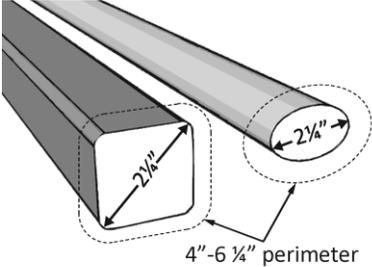
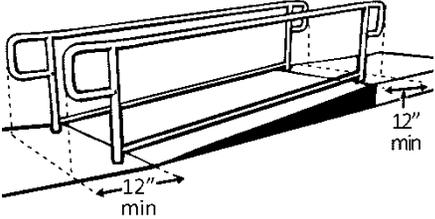
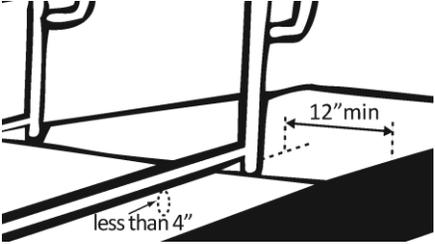
Access to Services

<p>all directions) as wide as the ramp at each 30 foot interval.</p> <p>Rises no greater than 3 inches with a slope no steeper than 1:8 and rises no greater than 6 inches with a slope no steeper than 1:10 are permitted when due to space limitations.</p>				
<p>2.13 Is there a level landing that is at least 60 inches long and at least as wide as the ramp:</p> <p>At the top of the ramp?</p> <p>At the bottom of the ramp?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Alter ramp • Relocate ramp •
<p>2.14 Is there a level landing where the ramp changes direction that is at least 60 x 60 inches?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Increase landing size • •

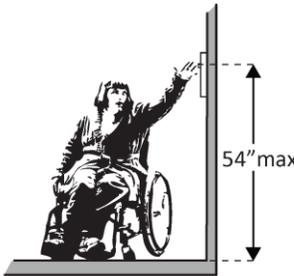
Access to Services

<p>2.15 If the ramp has a rise higher than 6 inches are there handrails on both sides?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Add handrails • •
<p>2.16 Is the top of the handrail gripping surface no less than 34 inches and no greater than 38 inches above the ramp surface?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Adjust handrail height • •
<p>2.17 Is the handrail gripping surface continuous and not obstructed along the top or sides?</p> <p>If there are obstructions, is the bottom of the handrail gripping surface obstructed by no more than 20%?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Regrade to 1:20 max • If steeper than 1:20 and no steeper than 1:12, treat as a ramp and add other features such as edge protection and handrails •
<p>2.18 If the handrail gripping surface is circular, is it no less than 1 ¼ inches and no greater than 2 inches in diameter?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Alter handrails • Use a different type of handrail •

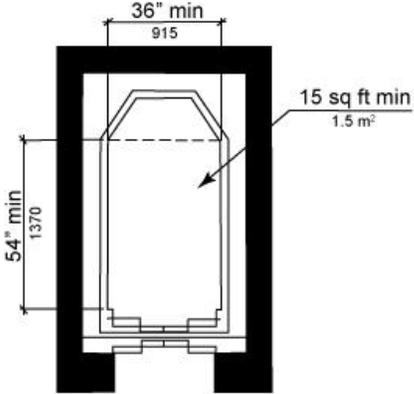
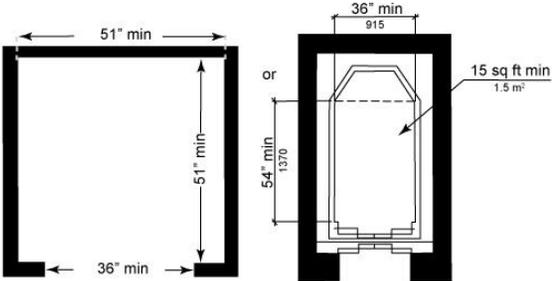
Access to Services

<p>2.19 If the handrail gripping surface is non-circular, is it no less than 4 inches and no greater than 6 ½ inches in perimeter and no more than 2 ¼ inches in cross section?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Alter handrails • Use a different type of handrail •
<p>2.20 Does the handrail:</p> <p>Extend at least 12 inches beyond the top and bottom of the ramp?</p> <p>Return to a wall, guard, or landing surface?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Alter handrails • Use a different handrail • <p>If a 12" extension would be hazardous (in circulation path), it is not required</p>
<p>2.21 To prevent wheelchair casters and crutch tips from falling off:</p> <p>Does the surface of the ramp extend at least 12 inches beyond the inside face of the handrail?</p> <p>Or</p> <p>Is there a curb or barrier that prevents the passage of a 4-inch diameter sphere?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Add curb • Add barrier • Extend ramp width • •

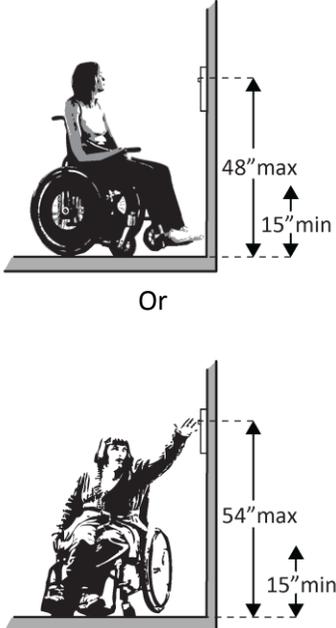
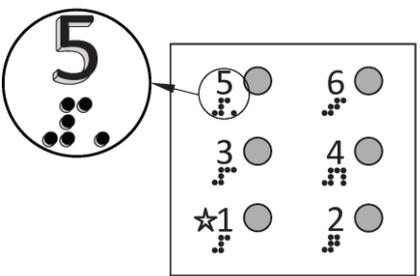
Access to Services

Elevators – Full Size & limited use, limited application (LULA) (2010 Standards – 407 & 408) Note: LULA elevators are often used in alterations.				
<p>2.22 If there is a full size or LULA elevator, are the call buttons no higher than 54 inches above the floor?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Change call button height • •
<p>2.23 If there is a full size or LULA elevator, does the sliding door reopen automatically when obstructed by an object or person?*</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>		<p>Comments:</p>	<ul style="list-style-type: none"> * If constructed before 3/15/2012 and manually operated, the door is not required to reopen automatically • Install opener •
<p>2.24 If there is a LULA elevator with a swinging door:</p> <p>Is the door power-operated?</p> <p>Does the door remain open for at least 20 seconds when activated?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Time:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Add power operated door • Adjust opening time •

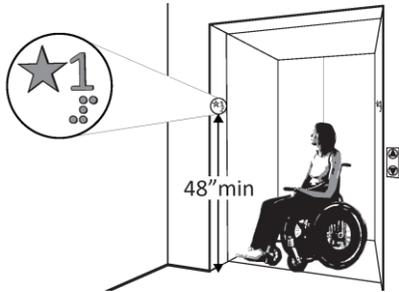
Access to Services

<p>2.25 If there is a full size elevator:</p> <p>Is the interior at least 54 inches deep by at least 36 inches wide with at least 15 sq. ft. of clear floor area? (Refer to 2004 ADAAG 407.4.1, figure “e”)</p> <p>Is the door opening width at least 32 inches?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Replace elevator • •
<p>2.26 If there is a LULA elevator, is the interior:</p> <p>At least 51 x 51 inches with a door opening width of at least 36 inches?</p> <p>Or</p> <p>At least 54 inches deep by at least 36 inches wide with at least 15 sq. ft. of clear floor area and a door opening width of at least 32 inches?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Replace elevator • •

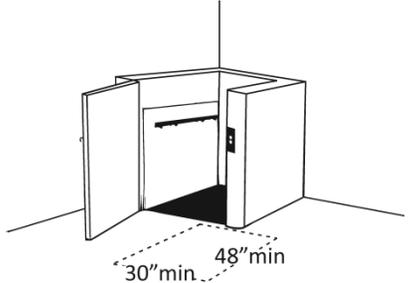
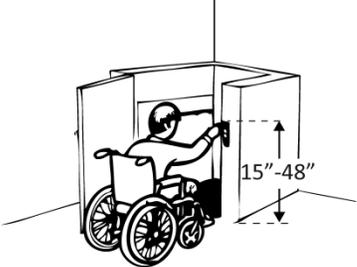
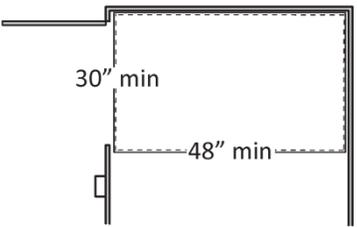
Access to Services

<p>2.27 If there is a full size or LULA elevator, are the in-car controls:</p> <p>No less than 15 inches and no greater 48 inches above the floor? <input type="checkbox"/> Yes <input type="checkbox"/> No Measurement:</p> <p>Or</p> <p>Up to 54 inches above the floor for a parallel approach? <input type="checkbox"/> Yes <input type="checkbox"/> No Measurement:</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No Measurement:</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Change control height • •
<p>2.28 If there is a LULA elevator, are the in-car controls centered on a side wall?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Reconfigure controls • •
<p>2.29 If there is a full size or LULA elevator:</p> <p>Are the car control buttons designated with raised characters? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Are the car control buttons designated with Braille? <input type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Add raised characters • Add Braille •

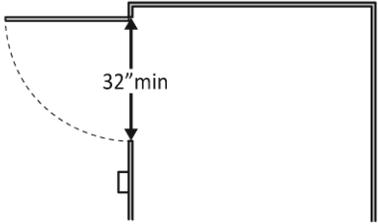
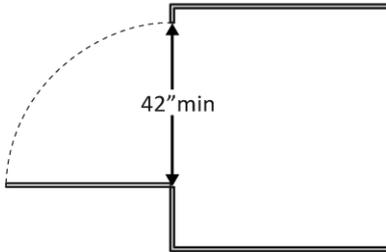
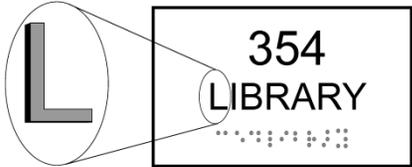
Access to Services

<p>2.30 If there is a full size or LULA elevator, are there audible signals which sound as the car passes or is about to stop at a floor?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Install audible signals • •
<p>2.31 If there is a full size or LULA elevator:</p> <p>Is there a sign on both door jambs at every floor identifying the floor?</p> <p>Is there a tactile star on both jambs at the main entry level?</p> <p>Do text characters contrast with their backgrounds?</p> <p>Are text characters raised?</p> <p>Is there Braille?</p> <p>Is the sign mounted between 48 inches to the baseline of the lowest character and 60 inches to the baseline of the highest character above the floor?*</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Install signs • Change sign height • • <p>* If constructed before 3/15/2012 and mounted no higher than 60 inches to the centerline of the sign, relocation is not required.</p>

Access to Services

Platform Lifts (2010 Standards – 410)				
<p>2.32 If a lift is provided, can it be used without assistance from others?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Reconfigure so independently operable • •
<p>2.33 Is there a clear floor space at least 30 inches wide by at least 48 inches long for a person using a wheelchair to approach and reach the controls to use the lift?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Remove obstructions • •
<p>2.34 Are the lift controls no less than 15 inches and no greater than 48 inches above the floor?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Change control height • •
<p>2.35 Is there a clear floor space at least 30 inches wide by at least 48 inches long inside the lift?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Replace lift • •

Access to Services

<p>2.36 If there is an end door, is the clear opening width at least 32 inches?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Alter door width • •
<p>2.37 If there is a side door, is the clear opening width at least 42 inches?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Alter door width • •
<p>Signs (2010 Standards – 2004 ADAAG Section 703) Note: “Tactile characters” are read using touch, i.e. raised characters and Braille.</p>				
<p>2.38 If there are signs designating permanent rooms and spaces not likely to change over time, e.g. room numbers and letters, room names, and exit signs:</p> <p>Do text characters contrast with their backgrounds?</p> <p>Are text characters raised?</p> <p>Is there Braille?</p> <p>Is the sign mounted:</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Install tactile sign with raised characters, Braille, and contrasting colors

Access to Services

On the wall on the latch side of the door?

Yes No

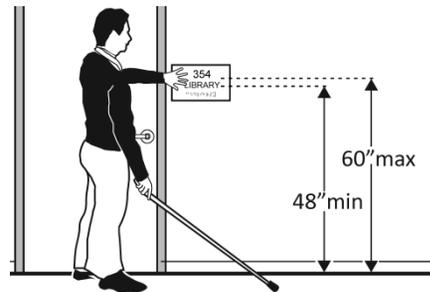
HEIGHT OF TACTILE SIGN(S) ABOVE THE FINISH FLOOR OR GROUND

2004 ADAAG, Section 703.4.1:

Is the baseline of the lowest character on the sign at least 48 inches above the floor and the baseline of the highest character no more than 60 inches above the floor?

Yes No

Measurement:



Comments:

LOCATION OF TACTILE SIGN(S)

2004 ADAAG, Section 703.4.2 provides several options. If any of the following (A,B,C,or D) can be answered “yes”, the LOCATION requirement has been met:

Yes No

A. Where a tactile sign is provided at a single door, is it located alongside the door at the latch side?

B. Where a tactile sign is

Comments:

- If the answer to each—A,B,C, and D is “no”, select the appropriate

Access to Services

provided at double doors with one active leaf, is it located on the inactive leaf?

Yes No

C. Where a tactile sign is provided at double doors with two active leaves, is it located to the right of the right hand door?

Yes No

D. Where there is no wall space at the latch side of a single door or at the right side of double doors, is the tactile sign located on the nearest adjacent wall?

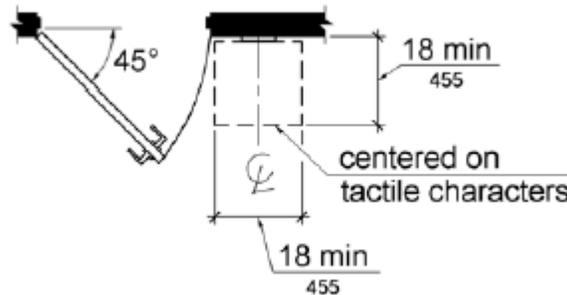
Yes No

CENTERING OF TACTILE SIGN(S) 2004 ADAAG, Section 703.4.2:

Is the tactile sign located so that a clear floor space of 18 inches (455 mm) minimum by 18 inches (455 mm) minimum, centered on the tactile characters, is provided beyond the arc of any door swing between the closed position and 45 degree open position?

Yes No

Measurement:



EXCEPTION TO CENTERING REQUIREMENT:

Comments:

option described in A,B,C or D, and install tactile sign at that location

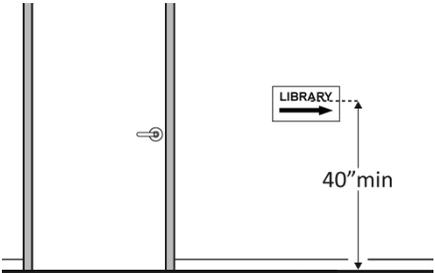
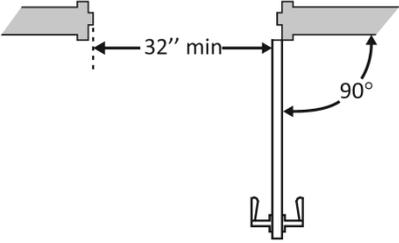
Comments:

Comments:

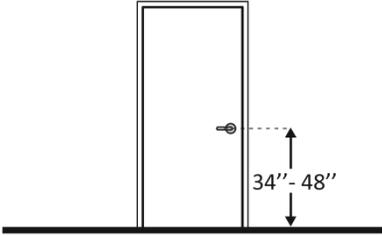
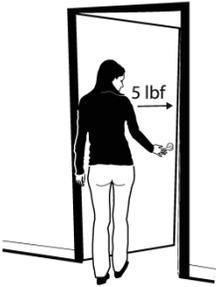
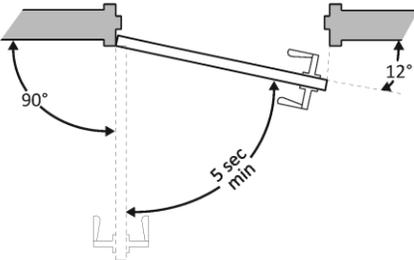
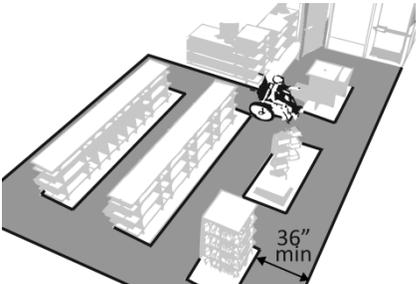
Comments:

- Realign sign so that it meets the CENTERING requirement

Access to Services

<p>Signs are permitted on the push side of doors with closers and without hold-open devices.</p>				
<p>2.39 If there are signs that provide direction to or information about interior spaces:</p> <p>Do text characters contrast with their backgrounds?</p> <p>Is the sign mounted so that characters are at least 40 inches above the floor?</p> <p>Does the sign include raised characters Braille?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Install signs with contrasting characters • Change sign height • • Add raised characters and Braille
<p>Interior Doors – to classrooms and conference rooms (2010 Standards – 404)</p>				
<p>2.40 Is the door opening width at least 32 inches clear, between the face of the door and the stop, when the door is open 90 degrees?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Install offset hinges • Alter the doorway •

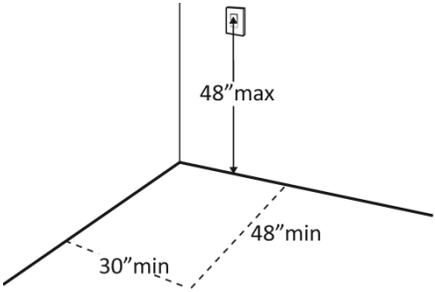
Access to Services

<p>2.44 Are the operable parts of the hardware no less than 34 inches and no greater than 48 inches above the floor?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Change hardware height • •
<p>2.45 Can the door be opened easily (5 pounds maximum force)?</p> <p>Note: You can use a pressure gauge or fish scale to measure force.</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Adjust or replace closers • Install lighter doors • Install power-assisted or automatic door openers
<p>2.46 If the door has a closer, does it take at least 5 seconds to close from an open position of 90 degrees to a position of 12 degrees from the latch?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Adjust closer • •
<p>Rooms and Spaces (2010 Standards – 302, 304, & 402)</p>				
<p>2.47 Are aisles and pathways to service counters at least 36 inches wide?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Rearrange equipment, furniture and counter • Provide the service(s) at a different accessible location •

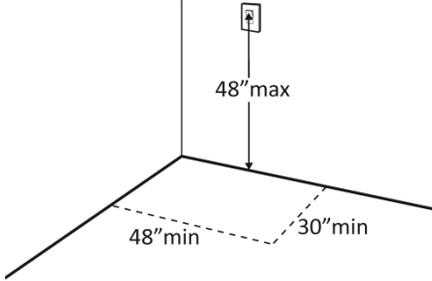
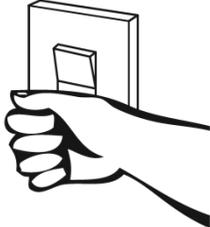
Access to Services

<p>2.48 Are floor surfaces stable, firm and slip resistant?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Change floor surface • •
<p>2.49 If there is carpet:</p> <p>Is it no higher than ½ inch?</p> <p>Is it securely attached along the edges?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Replace carpet • •

Controls – light switches, security and intercom systems, emergency/alarm boxes, etc. (2010 Standards – 309)

<p>2.50 Is there a clear floor space at least 30 inches wide by at least 48 inches long for a forward or parallel approach?</p> <p>Are the operable parts no higher than 48 inches above the floor?*</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>			<ul style="list-style-type: none"> • Change height of control • • <p>*If constructed before 3/15/2012 and a parallel approach is provided, controls can be 54 inches above the floor</p>
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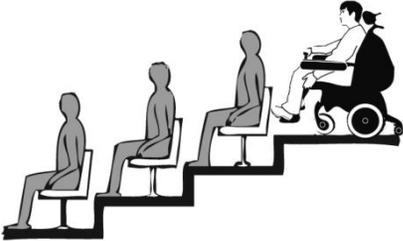
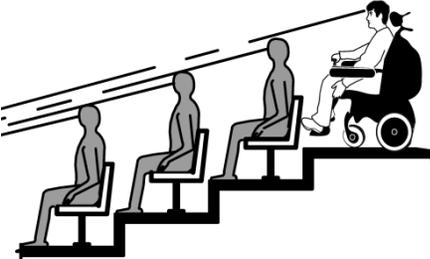
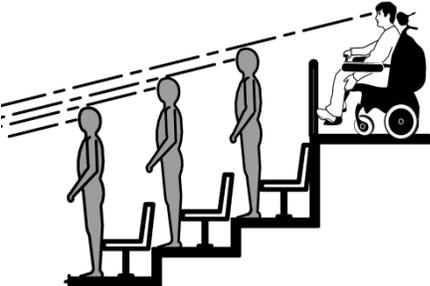
Access to Services

			Comments:
2.51 Can the control be operated with one hand and without tight grasping, pinching, or twisting of the wrist?	<input type="checkbox"/> Yes <input type="checkbox"/> No		Comments: <ul style="list-style-type: none"> • Replace control • •

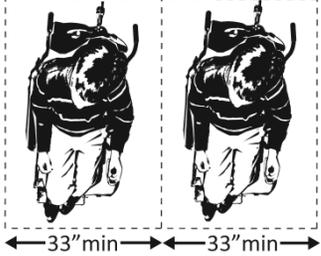
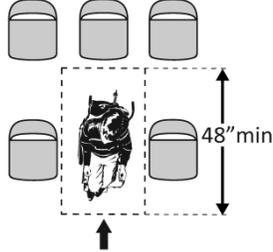
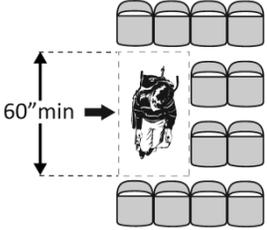
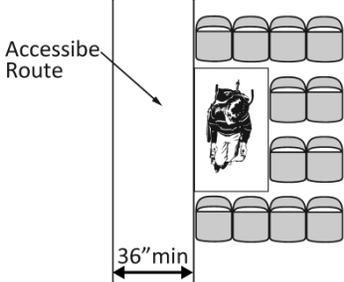
Seating: Assembly Areas – theaters, auditoriums, stadiums, theater style classrooms, etc. (2010 Standards – 221 & 802) With the exceptions of Sections 2.52 and 2.56 through 2.63, the other sections shown below are unlikely to occur at CDOT because it is not likely that CDOT has seating configurations that sections 2.53, 2.54, and 2.55 address. Seating configurations shown in sections 2.56 through 2.63 do occur at CDOT on flat surfaces.

2.52 Are an adequate number of wheelchair spaces provided?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<table border="1" style="margin: auto; border-collapse: collapse;"> <thead> <tr> <th style="padding: 5px;"># of Seats</th> <th style="padding: 5px;">Wheelchair Spaces</th> </tr> </thead> <tbody> <tr> <td style="text-align: center; padding: 5px;">4 - 25</td> <td style="text-align: center; padding: 5px;">1</td> </tr> <tr> <td style="text-align: center; padding: 5px;">26 - 50</td> <td style="text-align: center; padding: 5px;">2</td> </tr> <tr> <td style="text-align: center; padding: 5px;">51 - 150</td> <td style="text-align: center; padding: 5px;">4</td> </tr> <tr> <td style="text-align: center; padding: 5px;">151 - 300</td> <td style="text-align: center; padding: 5px;">5</td> </tr> <tr> <td colspan="2" style="text-align: center; padding: 5px;">300+ see 2010 Standards 221.2.1.</td> </tr> </tbody> </table>	# of Seats	Wheelchair Spaces	4 - 25	1	26 - 50	2	51 - 150	4	151 - 300	5	300+ see 2010 Standards 221.2.1.		Comments: <ul style="list-style-type: none"> • Reconfigure to add wheelchair spaces • •
# of Seats	Wheelchair Spaces														
4 - 25	1														
26 - 50	2														
51 - 150	4														
151 - 300	5														
300+ see 2010 Standards 221.2.1.															

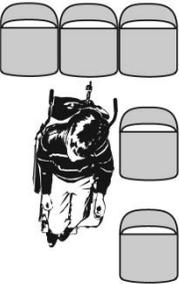
Access to Services

<p>2.53 Are wheelchair spaces dispersed to allow location choices and viewing angles equivalent to other seating, including specialty seating areas that provide distinct services and amenities?</p> <p>NOTE: Unlikely seating configuration at CDOT</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No		<p>Comments:</p>	<ul style="list-style-type: none"> • Reconfigure to disperse wheelchair spaces • •
<p>2.54 Where people are expected to remain seated, do people in wheelchair spaces have a clear line of sight over and between the heads of others in front of them?</p> <p>NOTE: Unlikely seating configuration at CDOT</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No		<p>Comments:</p>	<ul style="list-style-type: none"> • Alter for line of sight • •
<p>2.55 Where people are expected to stand, do people in wheelchair spaces have a clear line of sight over and between the heads of others in front of them?</p> <p>NOTE: Unlikely seating configuration at CDOT</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No		<p>Comments:</p>	<ul style="list-style-type: none"> • Alter for line of sight • •
<p>2.56 If there is a single wheelchair space, is it at least 36 inches wide?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No Measurement:		<p>Comments:</p>	<ul style="list-style-type: none"> • Alter space • •

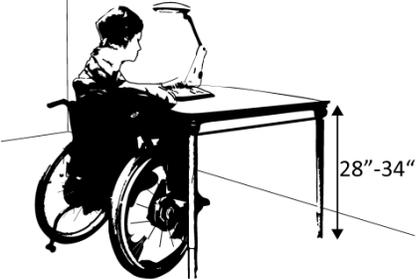
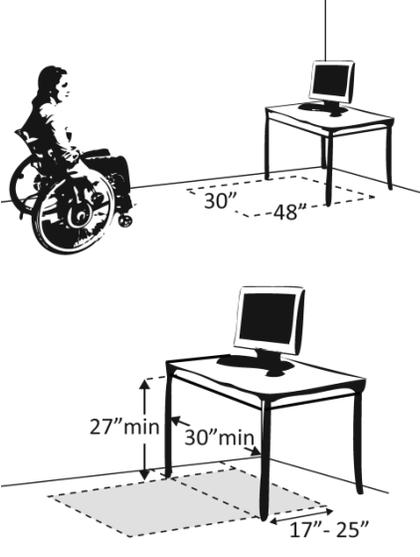
Access to Services

<p>2.57 If there are two adjacent wheelchair spaces, are they each at least 33 inches wide?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>	 <p style="text-align: center;">← 33" min ← 33" min →</p>	<p>Comments:</p>	<ul style="list-style-type: none"> • Alter spaces • •
<p>2.58 If the wheelchair space can be entered from the front or rear, is it at least 48 inches deep?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>	 <p style="text-align: center;">↑ 48" min</p>	<p>Comments:</p>	<ul style="list-style-type: none"> • Alter space • •
<p>2.59 If the wheelchair space can only be entered from the side, is it at least 60 inches deep?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>	 <p style="text-align: center;">60" min →</p>	<p>Comments:</p>	<ul style="list-style-type: none"> • Alter space • •
<p>2.60 Do wheelchair spaces adjoin, but not overlap, accessible routes?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>	 <p style="text-align: center;">36" min</p>	<p>Comments:</p>	<ul style="list-style-type: none"> • Alter spaces • •

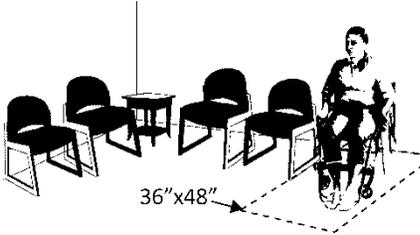
Access to Services

<p>2.61 Is there at least one companion seat for each wheelchair space?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No		<p>Comments:</p>	<ul style="list-style-type: none"> • Add companion seats • •
<p>2.62 Is the companion seat located so the companion is shoulder-to-shoulder with the person in a wheelchair?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No		<p>Comments:</p>	<ul style="list-style-type: none"> • Alter seating • •
<p>2.63 Is the companion seat equivalent in size, quality, comfort and amenities to seating in the immediate area?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No		<p>Comments:</p>	<ul style="list-style-type: none"> • Add equivalent seating • •
<p>Seating: At non-employee work surfaces (libraries, conference rooms, etc.) (2010 Standards – 226 & 902)</p>				
<p>2.64 Are at least 5%, but no less than one, of seating and standing spaces accessible for people who use wheelchairs?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No Total #: Wheelchair #:		<p>Comments:</p>	<ul style="list-style-type: none"> • Alter to provide appropriate number of accessible spaces • •
<p>2.65 Is there a route at least 36 inches wide to accessible seating?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No Measurement:		<p>Comments:</p>	<ul style="list-style-type: none"> • Widen route • •

Access to Services

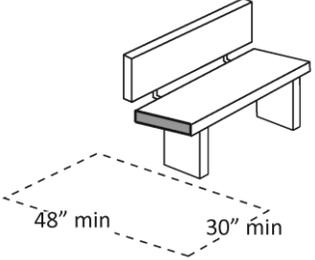
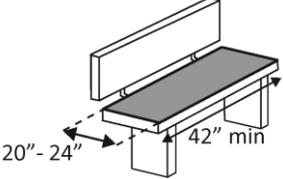
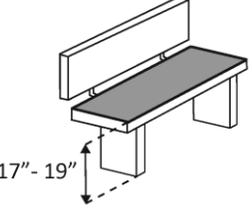
<p>2.66 At the accessible space(s), is the top of the accessible surface no less than 28 inches and no greater than 34 inches above the floor?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Alter surface height • •
<p>2.67 Is there a clear floor space at least 30 inches wide by at least 48 inches long for a forward approach?</p> <p>Does it extend no less than 17 inches and no greater than 25 inches under the surface?</p> <p>Is there knee space at least 27 inches high and at least 30 inches wide?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Alter table or work surface • Add accessible table or work surface •

Seating: General – reception areas, waiting rooms, etc. (2010 Standards – 801)

<p>2.68 Is there at least one space at least 36 inches wide by at least 48 inches long for a person in a wheelchair?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Move furniture and equipment to provide space • •
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Access to Services

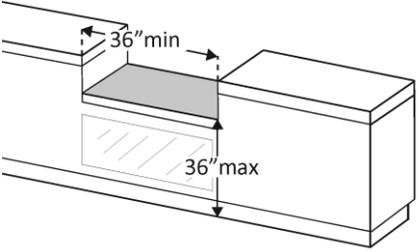
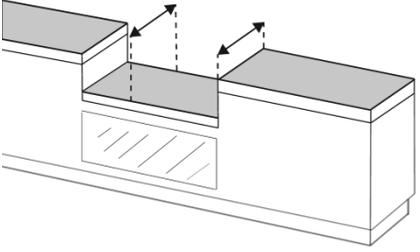
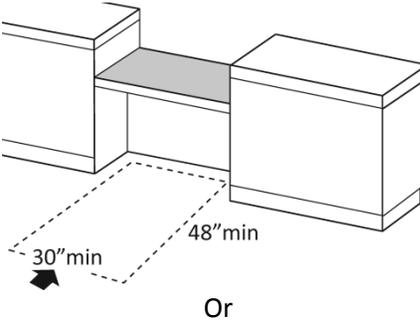
Benches – In locker rooms, dressing rooms, fitting rooms *(2010 Standards – 803 & 903)*

<p>2.69 In locker rooms, dressing rooms and fitting rooms, is there at least one room with a bench?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Add bench • •
<p>2.70 Is there a clear floor space at least 30 inches wide by at least 48 inches long at the end of the bench and parallel to the short axis of the bench?</p> <p>Is the bench seat at least 42 inches long and no less than 20 inches and no greater than 24 inches deep?</p> <p>Does the bench have back support or is it affixed to a wall?</p> <p>Is the top of the bench seat no less than 17 inches and no greater than 19 inches above the floor?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>	  	<p>Comments:</p>	<ul style="list-style-type: none"> • Move bench • Replace bench • Affix bench to wall • • Replace bench

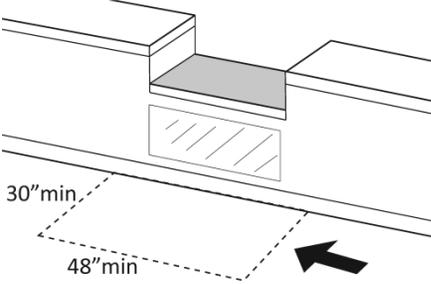
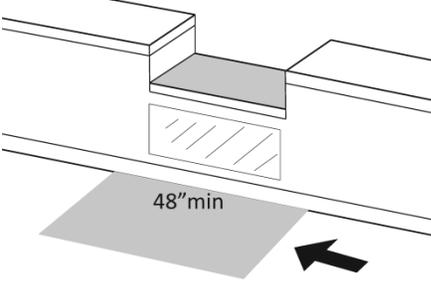
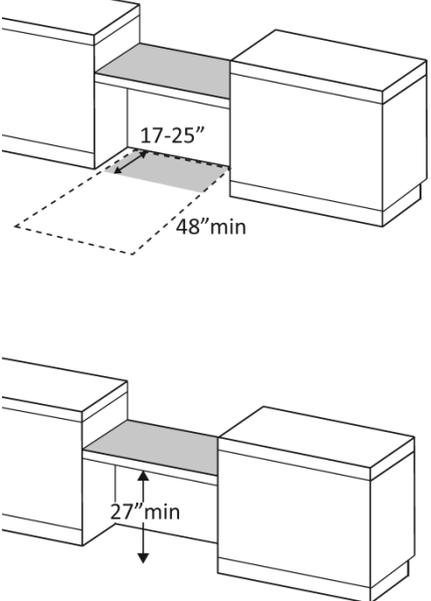
Access to Services

Check-Out Aisles – supermarkets, large retail stores, etc. (2010 Standards – 904) NOTE: Sections 2.71 through 2.75 have been removed because they are inapplicable to CDOT.

Service Counters – (2010 Standards – 904)

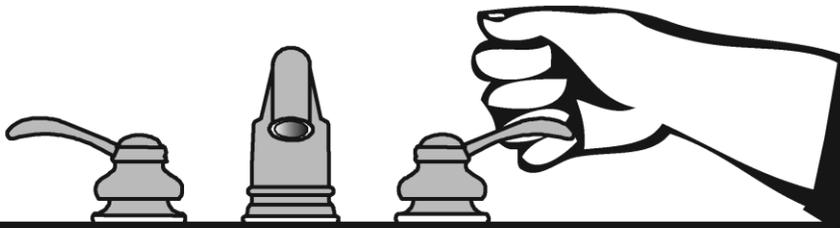
<p>2.76 Is there a portion of at least one counter that is:</p> <p>No higher than 36 inches above the floor?</p> <p>At least 36 inches long?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Lower section of counter • Lengthen section of counter •
<p>2.77 Does the accessible portion of the counter extend the same depth as the counter top?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Alter accessible portion • •
<p>2.78 Is there a clear floor space at least 30 inches wide by at least 48 inches long for a forward or parallel approach?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input type="checkbox"/> Forward</p> <p>Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Reconfigure to provide a parallel or forward approach • •

Access to Services

	<input type="checkbox"/> Parallel Measurement:		Comments:	
2.79 For a parallel approach, is the clear floor space positioned with the 48 inches adjacent to the accessible length of counter?	<input type="checkbox"/> Yes <input type="checkbox"/> No Measurement:		Comments:	<ul style="list-style-type: none"> • If a parallel approach is not possible, a forward approach is required • •
2.80 For a forward approach: Do no less than 17 and no greater than 25 inches of the clear floor space extend under the accessible length of the counter? Is there at least 27 inches clearance from the floor to the bottom of the counter?	<input type="checkbox"/> Yes <input type="checkbox"/> No Measurement: <input type="checkbox"/> Yes <input type="checkbox"/> No Measurement:		Comments:	<ul style="list-style-type: none"> • Reconfigure to provide knee clearance • •

ADA Checklist

Toilet Rooms



Project

Building

Location

Date

Surveyors

Contact Information

When toilet rooms are open to the public they must be accessible to people with disabilities.

Access to Toilet Rooms		Comments	Possible Solutions
<p>3.1 If toilet rooms are available to the public, is at least one toilet room accessible? (Either one for each sex, or one unisex.)</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>			<ul style="list-style-type: none"> • Reconfigure toilet rooms • Combine toilet rooms to create one unisex accessible toilet room •
<p>3.2 Are there signs at inaccessible toilet rooms that give directions to accessible toilet rooms?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>			<ul style="list-style-type: none"> • Install signs • •
<p>3.3 If not all toilet rooms are accessible, is there a sign at the accessible toilet room with the International Symbol of Accessibility?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>			<ul style="list-style-type: none"> • Install sign • •
<p>Accessible Route (2010 Standards – Chapter 4)</p>			
<p>3.4 Is there a route to the accessible toilet room(s) that does not include the use of stairs?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>			<ul style="list-style-type: none"> • Alter route • •
<p>Is the route accessible? (See Sections 2.2 through 2.21 “Interior Accessible Route” for specifics.)</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>			<ul style="list-style-type: none"> • Alter route to comply with sections 2.2 through 2.21

Signs at Toilet Rooms (2010 Standards – 703)

3.5 Do text characters contrast with their backgrounds?

Yes No

Are text characters raised?

Yes No

Is there Braille?

Yes No

Is the sign mounted:
On the wall on the latch side of the door?

Yes No

Note:

Signs are permitted on the push side of doors with closers and without hold-open devices.

With clear floor space beyond the arc of the door swing and 45-degree open position, at least 18 x 18 inches centered on the tactile characters? *

Yes No

Measurement:

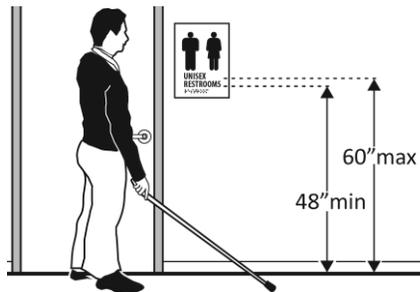
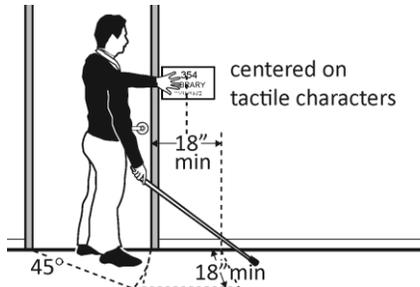
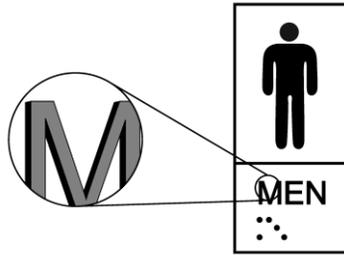
So the baseline of the lowest character is at least 48 inches above the floor and the baseline of the highest character is no more than 60 inches above the floor?

Yes No

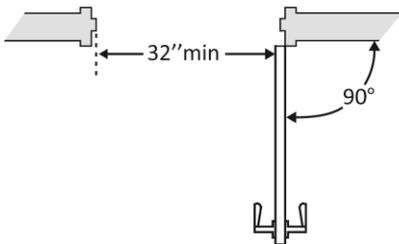
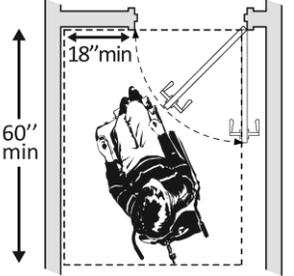
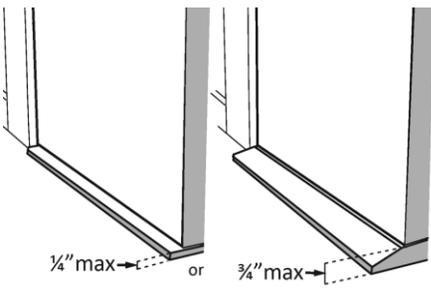
Measurement:

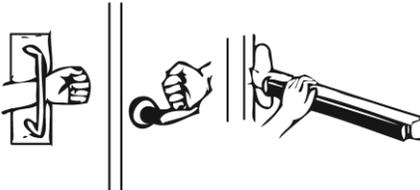
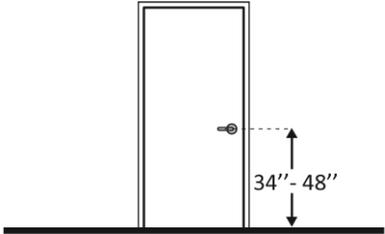
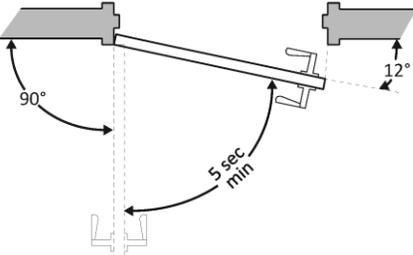
Note:

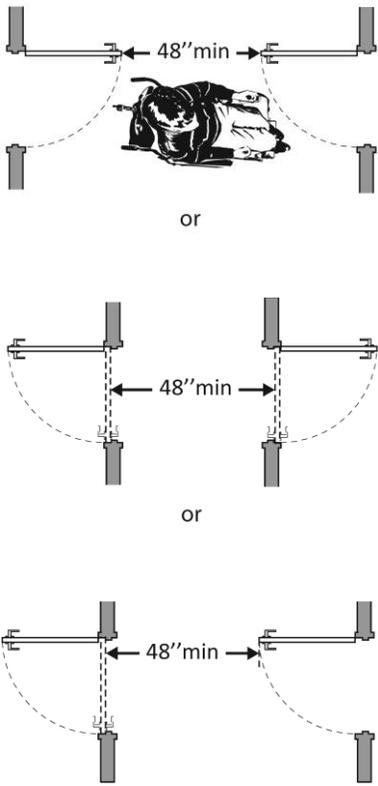
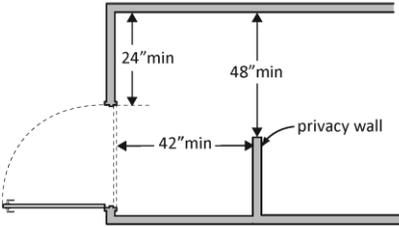
If the sign is at double doors with one active leaf, the sign should be on the inactive leaf; if both leaves are active, the sign should be on the wall to the

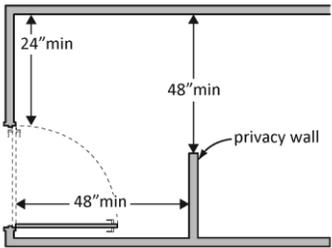
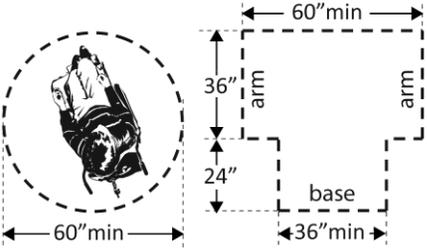


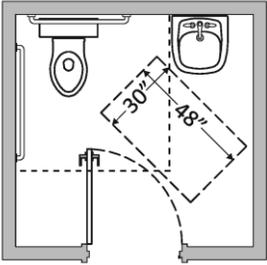
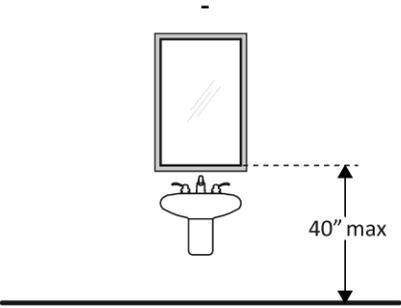
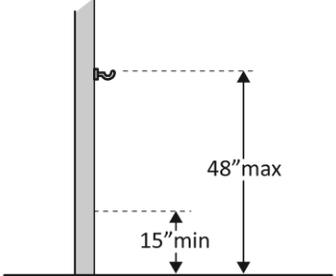
- Install tactile sign whose characters contrast with their background
- Add Braille
- Relocate sign

right of the right leaf.			Comments:	
Entrance (2010 Standards – 404)				
<p>3.6 Is the door opening width at least 32 inches clear, between the face of the door and the stop, when the door is open 90 degrees?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		Comments:	<ul style="list-style-type: none"> • Install offset hinges • Alter the doorway •
<p>3.7 If there is a front approach to the pull side of the door is there at least 18 inches of maneuvering clearance beyond the latch side plus 60 inches clear depth?</p> <p>On both sides of the door, is the floor surface of the maneuvering clearance level (no steeper than 1:48)?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		Comments:	<ul style="list-style-type: none"> • Remove obstructions • Reconfigure walls • Add automatic door opener <p>See 2010 Standards 404.2.4 for maneuvering clearance requirements on the push side of the door and side approaches to the pull side of the door</p>
<p>3.8 Is the door threshold edge no more than ¼ inch high?</p> <p>Or</p> <p>No more than ¾ inch high if slope is beveled no steeper than 1:2?</p> <p>Note: The first ¼ inch of the threshold may be vertical; the rest must be beveled.</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		Comments:	<ul style="list-style-type: none"> • Remove or replace threshold • •

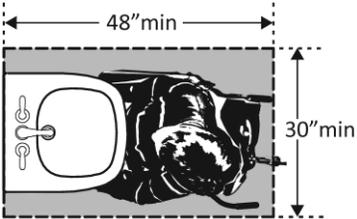
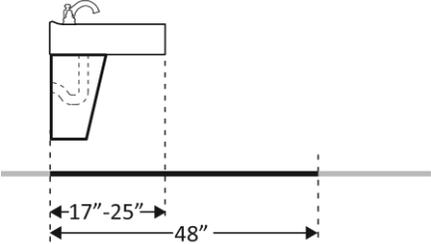
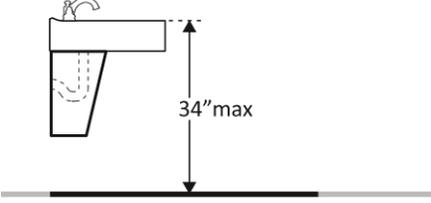
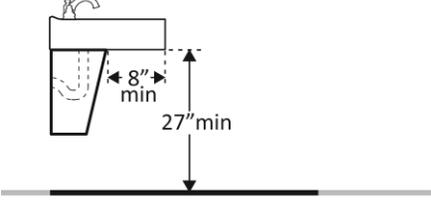
<p>3.9 Is the door equipped with hardware that is operable with one hand and does not require tight grasping, pinching, or twisting of the wrist? Check door handle and lock (if provided).</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Replace knobs or latches with lever or loop handles • Install power-assisted or automatic door openers •
<p>3.10 Are the operable parts of the door hardware mounted no less than 34 inches and no greater than 48 inches above the floor?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Change hardware height • •
<p>3.11 Can the door be opened easily (5 pounds maximum force)?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Adjust or replace closers • Install lighter doors • Install power-assisted or automatic door openers
<p>3.12 If the door has a closer, does it take at least 5 seconds to close from an open position of 90 degrees to a position of 12 degrees from the latch?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Adjust closer • •

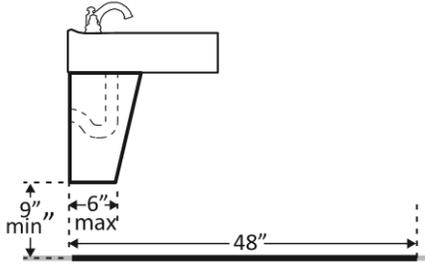
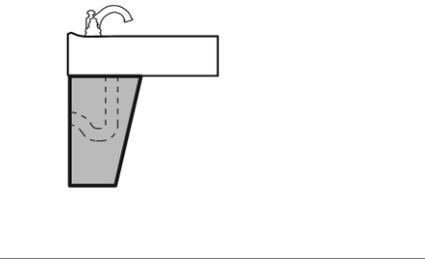
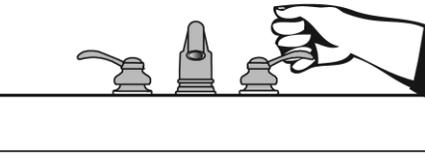
<p>3.13 If there are two doors in a series, e.g. vestibule, is the distance between the doors at least 48 inches plus the width of the doors when swinging into the space?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>	 <p>48" min</p> <p>or</p> <p>48" min</p> <p>or</p> <p>48" min</p>	<p>Comments:</p>	<ul style="list-style-type: none"> • Remove inner door • Change door swing •
<p>3.14 If there is a privacy wall and the door swings out, is there at least 24 inches of maneuvering clearance beyond the door latch side, 42 inches from the closed door to the privacy wall, and 48 inches from the inside end of the privacy wall to the wall opposite of the privacy wall?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>	 <p>24" min</p> <p>48" min</p> <p>42" min</p> <p>privacy wall</p>	<p>Comments:</p>	<ul style="list-style-type: none"> • Reconfigure space • •

<p>3.15 If there is a privacy wall and the door swings in, is there at least 24 inches of maneuvering clearance beyond the door latch side and at least 48 inches to the privacy wall if there is no door closer or at least 54 inches if there is a door closer?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Reconfigure space • •
In the Toilet Room				
<p>3.16 Is there a clear path to at least one of each type of fixture, e.g. lavatory, hand dryer, etc., that is at least 36 inches wide?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Remove obstructions • •
<p>3.17 Is there clear floor space available for a person in a wheelchair to turn around, i.e. a circle at least 60 inches in diameter or a T-shaped space within a 60-inch square?*</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	<p>*The door to the toilet room may swing into the required turning space</p> <ul style="list-style-type: none"> • Move or remove partitions, fixtures or objects such as trash cans • •

<p>3.18 In a single user toilet room if the door swings in and over a clear floor space at an accessible fixture, is there a clear floor space at least 30 x 48 inches beyond the swing of the door?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Reverse door swing • Alter toilet room •
<p>3.19 If the mirror is over a lavatory or countertop, is the bottom edge of the reflecting surface no higher than 40 inches above the floor? Or If the mirror is not over the lavatory or countertop, is the bottom edge of the reflecting surface no higher than 35 inches above the floor?*</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	<p>* If installed before 3/15/2012 and the bottom edge of the reflecting surface is no higher than 40 inches above the floor, lowering the mirror to 35 inches is not required. Otherwise,</p> <ul style="list-style-type: none"> • Lower the mirror • Add another mirror •
<p>3.20 If there is a coat hook, is it no less than 15 inches and no greater than 48 inches above the floor?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Adjust hook • Replace with or provide additional accessible hook •

Lavatories (2010 Standards –306 and 606) **Note: 2010 Standards refer to sinks in toilet rooms as lavatories.**

<p>3.21 Does at least one lavatory have a clear floor space for a forward approach at least 30 inches wide and 48 inches long?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Alter lavatory • Replace lavatory •
<p>3.22 Do no less than 17 inches and no greater than 25 inches of the clear floor space extend under the lavatory so that a person using a wheelchair can get close enough to reach the faucet?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Alter lavatory • Replace lavatory •
<p>3.23 Is the front of the lavatory or counter surface, whichever is higher, no more than 34 inches above the floor?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Alter lavatory • Replace lavatory •
<p>3.24 Is there at least 27 inches clearance from the floor to the bottom of the lavatory that extends at least 8 inches under the lavatory for knee clearance?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Alter lavatory • Replace lavatory •

<p>3.25 2004 ADAAG Section 306.2.1: Space under an element between the finish floor or ground and 9 inches (230 mm) above the finish floor or ground shall be considered toe clearance. REFER TO ALL OF SECTION 306 FOR GREATER DETAIL.</p> <p>Is there toe clearance at least 9 inches high?</p> <p>(Space extending greater than 6 inches beyond the available toe clearance at 9 inches above the floor is not considered toe clearance.)</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No		<p>Comments:</p>	<ul style="list-style-type: none"> • Alter lavatory • Replace lavatory •
<p>3.26 Are pipes below the lavatory insulated or otherwise configured to protect against contact?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No		<p>Comments:</p>	<ul style="list-style-type: none"> • Install insulation • Install cover panel •
<p>3.27 Can the faucet be operated without tight grasping, pinching, or twisting of the wrist?</p> <p>Is the force required to activate the faucet no greater than 5 pounds?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No		<p>Comments:</p>	<ul style="list-style-type: none"> • Adjust faucet • Replace faucet •

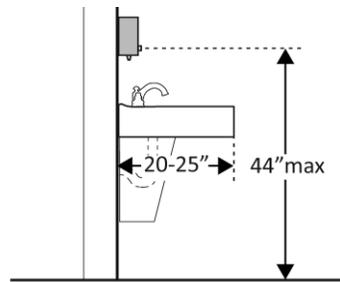
Soap Dispensers and Hand Dryers (2010 Standards – 603)

3.28 Are the operable parts of the soap dispenser within one of the following reach ranges:

Above lavatories or counters no less than 20 inches and no greater than 25 inches deep: no higher than 44 inches above the floor?

Yes No

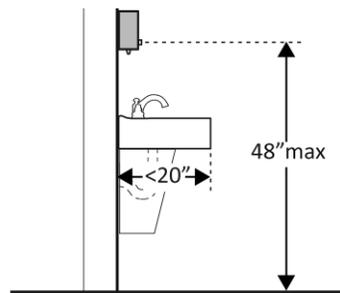
Measurement:



Above lavatories less than 20 inches deep: no higher than 48 inches above the floor?

Yes No

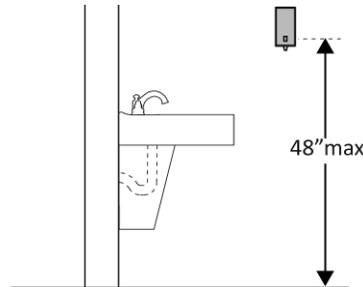
Measurement:



Not over an obstruction: no higher than 48 inches above the floor?

Yes No

Measurement:



Comments:

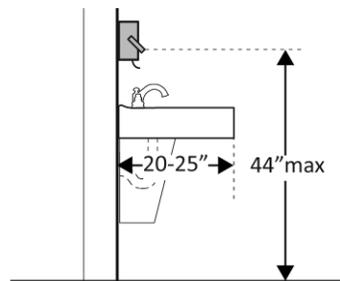
- Adjust dispensers
- Replace with or provide additional accessible dispensers
-

3.29 Are the operable parts of the hand dryer or towel dispenser within one of the following reach ranges:

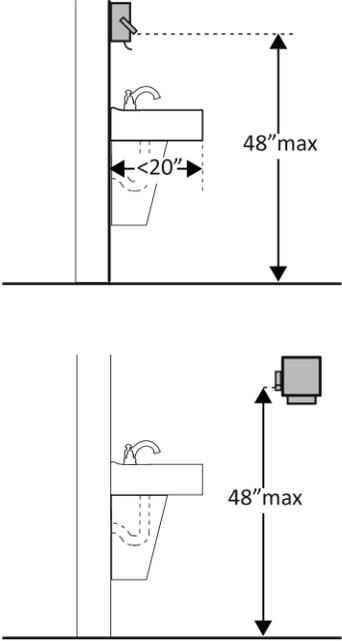
Above lavatories or counters no less than 20 inches and no greater than 25 inches deep: no higher than 44 inches above the

Yes No

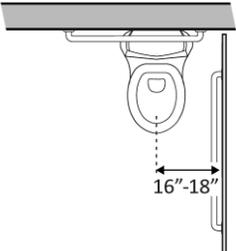
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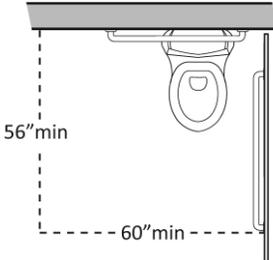
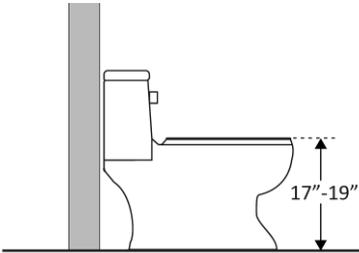


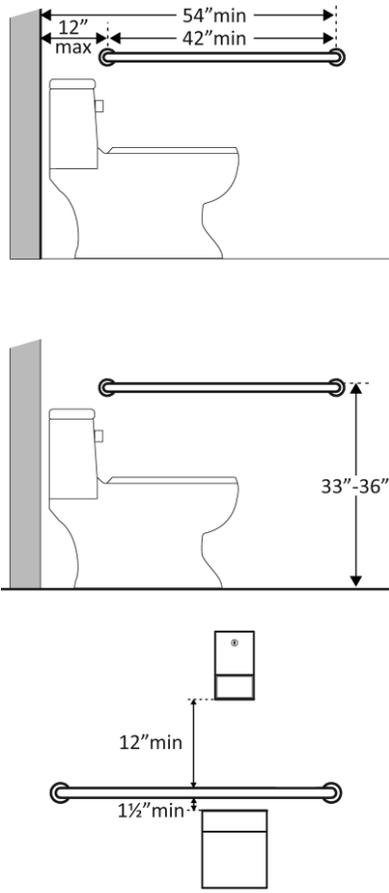
- Adjust dispensers
- Replace with or provide additional accessible dispensers
-

<p>floor?</p> <p>Above lavatories less than 20 inches deep: no higher than 48 inches above the floor?</p> <p>Not over an obstruction: no higher than 48 inches above the floor?</p> <p>Can the operable parts of the hand dryer or towel dispenser be operated without tight grasping, pinching or twisting of the wrist?</p> <p>Is the force required to activate the hand dryer or towel dispenser no greater than 5 pounds?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	
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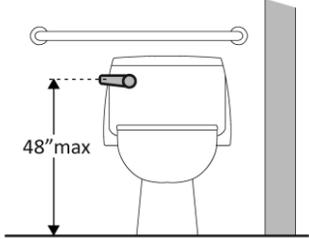
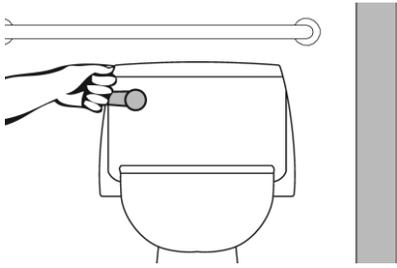
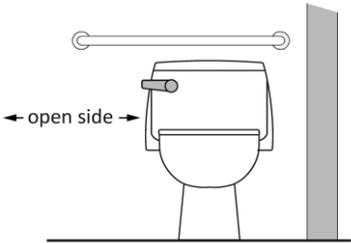
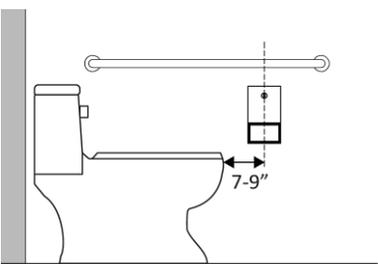
Water Closets in Single-User Toilet Rooms and Compartments (Stalls) (2010 Standards – 603 & 609) Note: 2010 Standards refer to toilets as water closets.

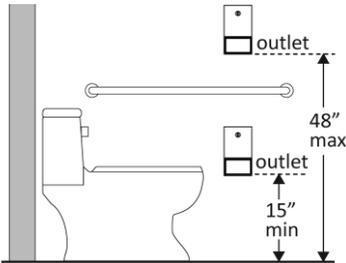
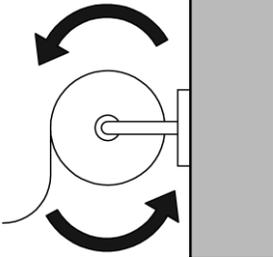
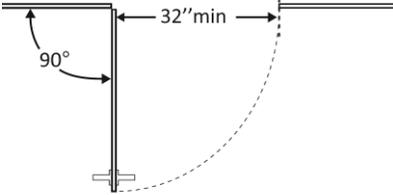
<p>3.30 Is the centerline of the water closet no less than 16 inches and no greater than 18 inches from the side wall or partition?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Move toilet • Replace toilet • Move partition •
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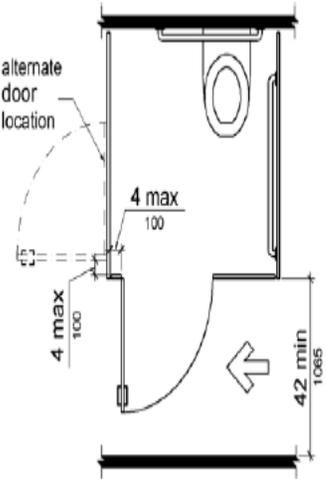
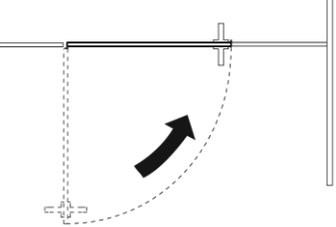
<p>3.31 Is clearance provided around the water closet measuring at least 60 inches from the side wall and at least 56 inches from the rear wall?*</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	<p>* If constructed before 3/15/12, clearances around water closets in single user toilet rooms can be 48 inches wide by 66 inches long or 48 inches wide by 56 inches long (depending on the approach to the water closet, see 1991 Standards Figure 28) and the lavatory may overlap that clearance if the door to the room does not swing into the required clearances at fixtures (such as lavatories, water closet and urinals) and the edge of the lavatory is at least 18 inches from the centerline of the water closet</p> <ul style="list-style-type: none"> • Alter room/compartments for clearance • •
<p>3.32 Is the height of the water closet no less than 17 inches and no greater than 19 inches above the floor measured to the top of the seat?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Adjust toilet height • Replace toilet •

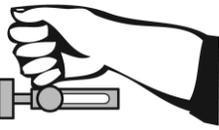
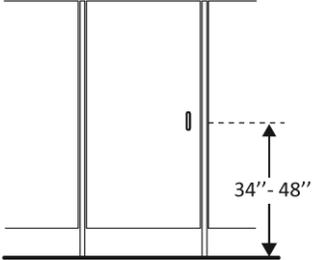
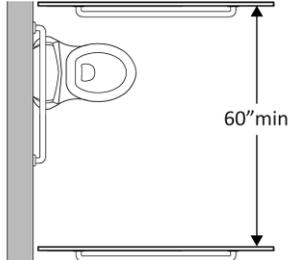
<p>3.33 Is there a grab bar at least 42 inches long on the side wall?</p> <p>Is it located no more than 12 inches from the rear wall?</p> <p>Does it extend at least 54 inches from the rear wall?</p> <p>Is it mounted no less than 33 inches and no greater than 36 inches above the floor to the top of the gripping surface?</p> <p>Is there at least 12 inches clearance between the grab bar and protruding objects above?*</p> <p>Is there at least 1½ inches clearance between the grab bar and projecting objects below?*</p> <p>Is the space between the wall and the grab bar at least 1 ½ inches?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No Measurement:</p>	 <p>The diagrams illustrate the following requirements for grab bar installation:</p> <ul style="list-style-type: none"> Length: A horizontal grab bar must be at least 42 inches long and no more than 54 inches long. Distance from Rear Wall: The bar must be located no more than 12 inches from the rear wall. Height: The bar must be mounted between 33 inches and 36 inches above the floor to the top of the gripping surface. Clearance from Objects Above: There must be at least 12 inches of clearance between the top of the bar and any protruding objects above it. Clearance from Objects Below: There must be at least 1½ inches of clearance between the bottom of the bar and any projecting objects below it. 	<p>Comments:</p>	<ul style="list-style-type: none"> • Install grab bar • Relocate grab bar • Relocate objects • <p>* If constructed before 3/15/2012 grab bars do not need to be relocated; there are no space requirements above and below grab bars in the 1991 Standards</p>
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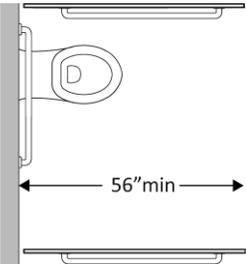
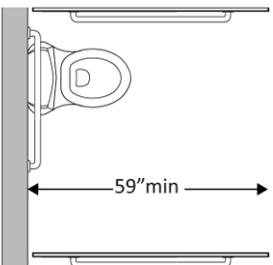
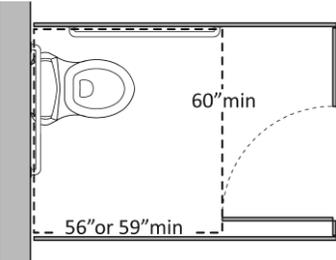
<p>3.34 Is there a grab bar at least 36 inches long on the rear wall?</p> <p>Does it extend at least 12 inches from the centerline of the water closet toward the side wall?</p> <p>Does it extend at least 24 inches on the other (open) side?</p> <p>Is it mounted no less than 33 inches and no greater than 36 inches above the floor to the top of the gripping surface?</p> <p>Are there at least 12 inches clearance between the grab bar and protruding objects above?*</p> <p>Are there at least 1½ inches clearance between the grab bar and projecting objects below?*</p> <p>Is the space between the wall and the grab bar 1 ½ inches?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Install grab bar • Relocate grab bar • Relocate objects • <p>* If constructed before 3/15/2012 grab bars do not need to be relocated; there are no space requirements above and below grab bars in the 1991 Standards</p>
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<p>3.35 If the flush control is hand operated, is the operable part located no higher than 48 inches above the floor?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Move control • Install sensor with override button no higher than 48 inches •
<p>3.36 If the flush control is hand operated, can it be operated with one hand and without tight grasping, pinching, or twisting of the wrist?</p> <p>Is the force required to activate the flush control no greater than 5 pounds?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Change control • Adjust control •
<p>3.37 Is the flush control on the open side of the water closet?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Move control • •
<p>3.38 Is the toilet paper dispenser located no less than 7 inches and no greater than 9 inches from the front of the water closet to the centerline of the dispenser?*</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	<p>* If constructed before 3/15/2012 dispenser does not need to be relocated if it is within reach from the water closet seat; the 1991 Standards do not specify distance from the front of the water closet</p> <ul style="list-style-type: none"> • Relocate dispenser

<p>3.39 Is the outlet of the dispenser:</p> <p>Located no less than 15 inches and no greater than 48 inches above the floor?</p> <p>Not located behind grab bars?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Relocate dispenser • •
<p>3.40 Does the dispenser allow continuous paper flow?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Adjust dispenser • Replace dispenser •
<p>Toilet Compartments (Stalls) (2010 Standards – 604)</p>				
<p>3.41 Is the door opening width at least 32 inches clear, between the face of the door and the stop, when the door is open 90 degrees?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Widen door width • •

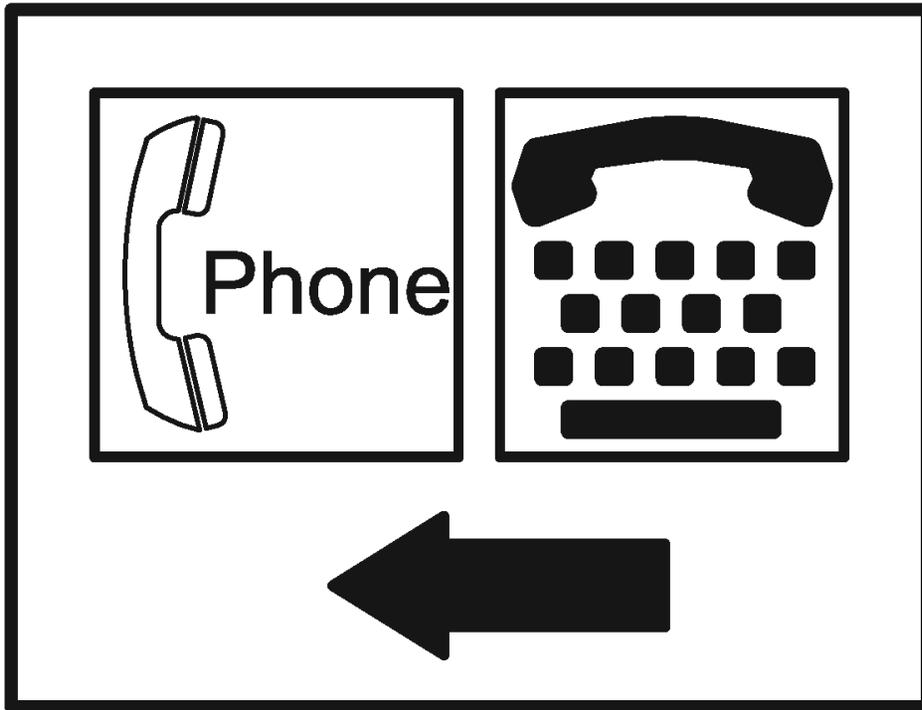
<p>3.42 Does the door to the stall meet the following requirements?</p> <p>If the approach is to the latch side of the compartment door, clearance between the door side of the compartment and any obstruction shall be 42 inches (1065 mm) minimum. Doors shall be located in the front partition or in the side wall or partition farthest from the water closet. Where located in the front partition, the door opening shall be 4 inches (100 mm) maximum from the side wall or partition farthest from the water closet. Where located in the side wall or partition, the door opening shall be 4 inches (100 mm) maximum from the front partition. The door shall be self-closing. Toilet compartment doors shall not swing into the minimum required compartment area. *</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement(s):</p>		<p>Comments:</p>	<p>*See 2010 Standards (2004 ADAAG 604.8.1.2) Doors for maneuvering clearance requirements on the push side of the door and side approaches to the pull side of the door</p> <ul style="list-style-type: none"> • Remove obstructions •
<p>3.43 Is the door self-closing?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Add closer • Replace door •

<p>3.44 Are there door pulls on both sides of the door that are operable with one hand and do not require tight grasping pinching or twisting of the wrist?*</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No		<p>Comments:</p>	<p>* If constructed before 3/15/2012 door pulls do not need to be added; door pulls are not required in the 1991 Standards</p> <ul style="list-style-type: none"> • Replace hardware • •
<p>3.45 Is the lock operable with one hand and without tight grasping, pinching or twisting of the wrist?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No		<p>Comments:</p>	<ul style="list-style-type: none"> • Replace lock • •
<p>3.46 Are the operable parts of the door hardware mounted no less than 34 inches and no greater than 48 inches above the floor?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No Measurement:		<p>Comments:</p>	<ul style="list-style-type: none"> • Relocate hardware • •
<p>3.47 Is the compartment at least 60 inches wide?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No Measurement:		<p>Comments:</p>	<ul style="list-style-type: none"> • Widen compartment • •

<p>3.48 If the water closet is wall hung, is the compartment at least 56 inches deep?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>	 <p>A side-view diagram of a wall-hung toilet. A horizontal double-headed arrow below the toilet indicates a minimum depth of 56 inches from the wall to the front of the compartment.</p>	<p>Comments:</p>	<ul style="list-style-type: none"> • Widen compartment • •
<p>3.49 If the water closet is floor mounted, is the compartment at least 59 inches deep?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>	 <p>A side-view diagram of a floor-mounted toilet. A horizontal double-headed arrow below the toilet indicates a minimum depth of 59 inches from the wall to the front of the compartment.</p>	<p>Comments:</p>	<ul style="list-style-type: none"> • Alter compartment • •
<p>3.50 If the door swings in, is the minimum required compartment area provided beyond the swing of the door (60 inches x 56 inches if water closet is wall hung or 59 inches if water closet is floor mounted)?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>	 <p>A top-down diagram of a toilet compartment. A dashed line shows the arc of a door swinging inward. A horizontal dimension line at the bottom indicates a minimum clear width of 56 inches or 59 inches. A vertical dimension line on the right indicates a minimum clear depth of 60 inches.</p>	<p>Comments:</p>	<ul style="list-style-type: none"> • Reverse door swing • Alter compartment •

ADA Checklist

Additional Access



Project _____

Building _____

Location _____

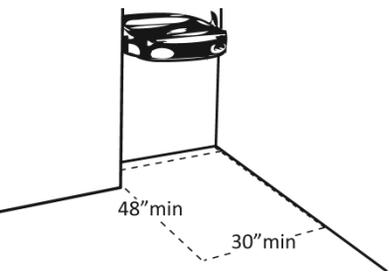
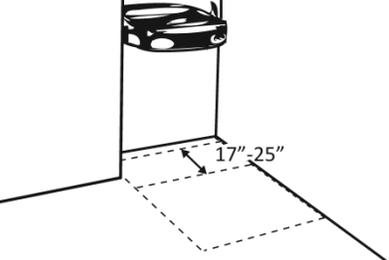
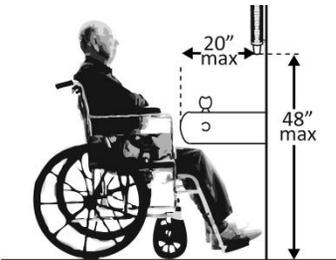
Date _____

Surveyors _____

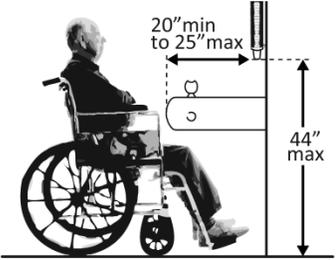
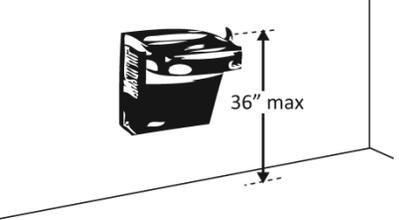
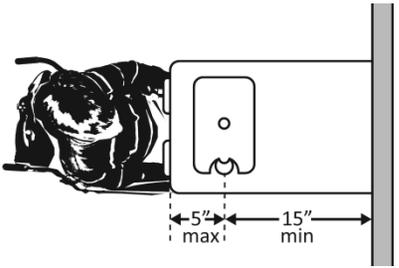
Contact Information _____

Amenities such as drinking fountains and public telephones must be accessible to people with disabilities.

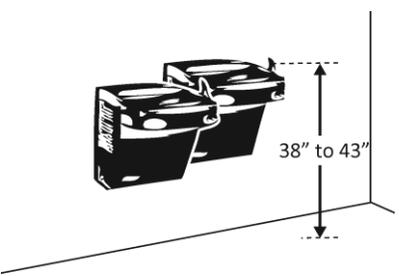
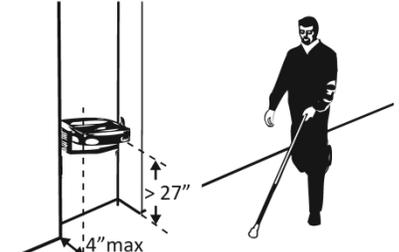
ADA Checklist for Barrier Removal – **Additional Access**

Additional Access		Comments	Possible Solutions
Drinking Fountains (2010 Standards – 602)			
<p>4.1 Does at least one drinking fountain have a clear floor space at least 30 inches wide x at least 48 inches long centered in front of it for a forward approach?*</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p> <p>*If installed before 3/15/2012, The minimum clear floor or ground space for wheelchairs may be positioned for forward or parallel approach</p> <ul style="list-style-type: none"> • Alter space • Relocate drinking fountain • Install a drinking fountain in another location
<p>4.2 If there is a forward approach, do no less than 17 inches and no greater than 25 inches of the clear floor space extend under the drinking fountain?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p> <ul style="list-style-type: none"> • Alter space • Replace drinking fountain •
<p>4.3 If the drinking fountain is no deeper than 20 inches, are the operable parts no higher than 48 inches above the floor?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p> <ul style="list-style-type: none"> • Adjust drinking fountain • Replace drinking fountain •

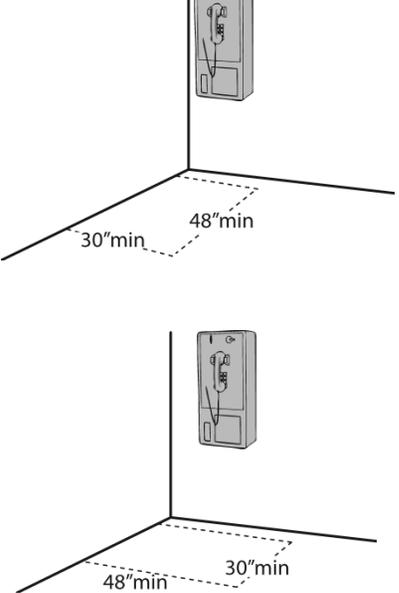
ADA Checklist for Barrier Removal – **Additional Access**

<p>4.4 If the drinking fountain is no less than 20 inches and no greater than 25 inches deep, are the operable parts no higher than 44 inches above the floor?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Adjust drinking fountain • Replace drinking fountain •
<p>4.5 Can the control be operated with one hand and without tight grasping, pinching or twisting of the wrist?</p> <p>Is the force required to activate the control no more than 5 pounds?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Change control • Adjust control • • Adjust control
<p>4.6 Is the spout outlet no higher than 36 inches above the floor?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Adjust drinking fountain • Replace drinking fountain •
<p>4.7 Is the spout:</p> <p>At least 15 inches from the rear of the drinking fountain?</p> <p>No more than 5 inches from the front of the drinking fountain?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Adjust spout • Replace drinking fountain •

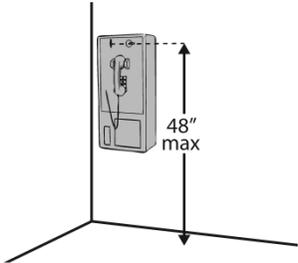
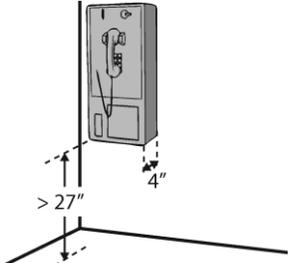
ADA Checklist for Barrier Removal – **Additional Access**

<p>4.8 If there is more than one drinking fountain, is there at least one for standing persons?</p> <p>Is the spout outlet no lower than 38 inches and no higher than 43 inches above the floor?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Adjust drinking fountain • Install new drinking fountain for standing height • Adjust drinking fountain
<p>4.9 If the leading (bottom) edge of the fountain is higher than 27 inches above the floor, does the front of the fountain protrude no more than 4 inches into the circulation path?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Adjust drinking fountain • Replace drinking fountain • Add tactile warning such as permanent planter or partial walls

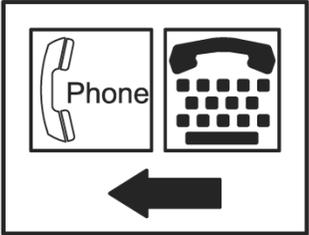
Public Telephones (2010 Standards – 704) TTY's are devices that employ interactive text-based communication through the transmission of coded signals across the telephone network. They are mainly used by people who are deaf and/or cannot speak.

<p>4.10 Does at least one telephone have a clear floor space at least 30 inches wide x at least 48 inches long for a parallel or forward approach?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Move telephone • Install new telephone for clear floor space •
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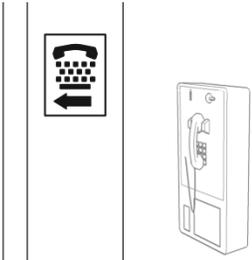
ADA Checklist for Barrier Removal – **Additional Access**

<p>4.11 Is the highest operable part of the telephone no higher than 48 inches above the floor?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Adjust telephone height • •
<p>4.12 If the leading (bottom) edge of the telephone is higher than 27 inches above the floor, does the front of the telephone protrude no more than 4 inches into the circulation path?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Adjust telephone to reduce the amount that protrudes • •
<p>4.13 Does at least one telephone have a volume control?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Install volume control • Replace telephone with one that has volume control •
<p>4.14 Is the volume control identified by a pictogram of a telephone handset with radiating sound waves?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Add pictogram • •

ADA Checklist for Barrier Removal – **Additional Access**

<p>4.15 Does at least one telephone have a TTY?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Install TTY • •
<p>4.16 Is the touch surface of the TTY keypad at least 34 inches above the floor?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • If a seat is provided, TTY is not required to be 34 inches minimum above the floor • Adjust height of TTY •
<p>4.17 Is the TTY identified by the International Symbol of TTY?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Add symbol • •
<p>4.18 Do signs that provide direction to public telephones also provide direction to the TTY?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Add signs • •

ADA Checklist for Barrier Removal – **Additional Access**

<p>4.19 Do telephones that do not have a TTY provide direction to the TTY?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Add signs • •
<p>Fire Alarm Systems (2010 Standards – 702)</p>				
<p>4.20 If there are fire alarm systems, do they have both flashing lights and audible signals?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>		<p>Comments:</p>	<ul style="list-style-type: none"> • Install audible and visual alarms • •