



# Americans with Disabilities Act (ADA) Self- Evaluation & Transition Plan

ADA TRANSITION PLAN

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# Introduction

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## Transition Plan History & Overview

In 1992, the City of Lawrence established the Report on Accessibility to create a baseline for the City to continue improving accessibility for citizens with disabilities. This report provided a self-evaluation and plan for accessibility improvements. Since then, significant modifications and amendments have been made to the ADA statutes and the federal regulations implementing the ADA. Accordingly, the City of Lawrence has undertaken a comprehensive reevaluation of its policies, programs and facilities to determine the extent to which individuals with disabilities may be restricted in their access to City services, activities and facilities. This document seeks to update the 1992 plan. It describes the process developed to complete the reevaluation of Lawrence's activities, provides policy and program recommendations, and presents an updated transition plan for the structural modification of facilities to ensure accessibility.

As received by the Lawrence City Commission, this document shall constitute the City's ADA Self-Evaluation and Transition Plan Update. It will guide the planning and implementation of the necessary program and facility modifications over several years. This is significant because this update establishes the City's ongoing commitment to developing and maintaining policies, programs, and facilities that include all Lawrence citizens.

## Transition Plan Committee

The Transition Plan Committee is comprised of various professionals employed by the City of Lawrence. The committee includes:

- Evan Korynta, ADA Compliance Administrator
- Jason Stowe, Building & Structures Manager
- Derek Rogers, Director of Parks & Recreation
- Mark Hecker, Assistant Parks & Recreation Director
- Diane Stoddard, Assistant City Manager
- Angela Buzard, General Manager-Administration, Municipal Services & Operations
- Jessica Mortinger, Transportation Planning Manager

## ADA Liaisons

The ADA Liaisons help provide insight and guidance on the specifics of their departments throughout the City. The committee includes:

- Taylor Martin, Recreation Facility Operations Supervisor, Parks and Recreation Department
- Pat Hennessey, Park Operations Manager, Parks and Recreation Department
- Brian Jimenez, Code Enforcement Manager, Planning and Development Services
- Kevin Fussell, Captain – Prevention Division, Lawrence-Douglas County Fire Medical
- Adam Heffley, Captain, Special Projects Division, Lawrence Police Department
- Shelby Patch, Risk Management Analyst, Human Resources Department
- Porter Arneill, Communications and Creative Resources Director, City Manager's Office
- Adam Weigel, Transit and Parking Manager, City of Lawrence Transit
- Jason Randall, IT Senior Analyst, Information and Technology Department
- Vicki Stanwix, Court Manager, Municipal Court
- Josh Carson, Public Information Officer, Municipal Services & Operations

# Overview & Requirements

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## Federal Accessibility Requirements

Congress passed the Americans with Disabilities Act (ADA) on July 26, 1990. Title II of the ADA covers public entities' programs, activities, and services. The Department of Justice's (DOJ.) Title II regulations adopt the general prohibitions of discrimination established under Section 504 and incorporate specific discrimination prohibitions for the ADA. In addition, ADA title II provides protections to individuals with disabilities that are at least equal to those provided by the non-discrimination provisions of Title V of the Rehabilitation Act.

The development of a transition plan is a requirement of the ADA. It builds on the requirements of the Rehabilitation Act of 1973, requiring all organizations receiving federal funds to make their programs available without discrimination toward people with disabilities. The Act, which has become known as the "civil rights act" of persons with disabilities, states that:

No otherwise qualified handicapped individual in the United States shall, solely because of handicap, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance. (Section 504)

Specifically, under the ADA, the City may not, either directly or through contractual arrangements, do any of the following:

- Deny qualified persons with disabilities the opportunity to participate as members of advisory boards and commissions.
- Deny qualified persons with disabilities the opportunity to participate in services, programs, or activities that are not separate or different from those offered to others, even if the City offers permissibly separate or different activities.
- In determining the location of facilities, make selections that have the effect of excluding or discriminating against persons with disabilities.

Title II of the ADA provides that public entities must identify and evaluate all programs, activities, and services and review all policies, practices, and procedures that govern the administration of the entity's programs, activities, and services. This update, together with the documents, surveys, and other data utilized to prepare this update (provided under separate cover), is intended to meet this administrative requirement.

## City of Lawrence Requirements

The City of Lawrence is obligated to observe all requirements of ADA Title I in its employment practices; ADA Title II in its policies, programs, and services; any parts of ADA Titles IV and V that apply to the City and its programs, services, or facilities; and all requirements specified in the Americans with Disabilities Act 2010 Standards for Accessible Design that apply to facilities and other physical holdings.

ADA Title II has the broadest impact on the City. A self-evaluation is required to examine programs, activities and services; identify problems or physical barriers that may limit accessibility by the disabled, and describe potential compliance solutions.

In addition to the self-evaluation requirement, the ADA Title II regulations require all government entities employing more than fifty people to:

- Designate a person who is responsible for overseeing ADA Title II compliance (ADA Compliance Administrator)
- Develop an ADA complaint procedure;

- Maintain on file for public inspection, for a period of at least three years, information and data acquired in connection with the self-evaluation; and
- Develop a transition plan if the self-evaluation identifies that any structural modifications to existing facilities are necessary to achieve program accessibility.

Such modifications are to be made as expeditiously as possible. A copy of the transition plan is to be made available for public inspection.

## Role of the Title II ADA Compliance Administrator

The ADA Compliance Administrator oversees all Title II (State & Local Government) requirements of the ADA. This role includes facilities, services, programs, and activities owned or operated by the City. Including public transit and public-right-of-way infrastructure. ADA Title III (Public Accommodations) items include restaurants, hotels, bars, movie theaters, etc., and are evaluated for ADA requirements through our Code Enforcement staff in Planning and Development Services. In addition, however, the ADA Compliance Administrator works closely with our code enforcement staff, various city departments, business owners, and community members to achieve or improve accessibility, accomplished through collaborative efforts during the planning and site review process.

## Definition of Disability Under the ADA.

Disability means, with respect to an individual:

### **A physical or mental impairment that substantially limits one or more of the major life activities of such individual**

- *Physical or mental impairment includes, but is not limited to, contagious and noncontagious diseases and conditions such as the following: orthopedic, visual, speech and hearing impairments, and cerebral palsy, epilepsy, muscular dystrophy, multiple sclerosis, cancer, heart disease, diabetes, intellectual disability, emotional illness, dyslexia and other specific learning disabilities, Attention Deficit Hyperactivity Disorder, Human Immunodeficiency Virus infection (whether symptomatic or asymptomatic), tuberculosis, drug addiction, and alcoholism.*

### **A record of such an impairment**

- *An individual has a record of such an impairment if the individual has a history of, or has been misclassified as having, a mental or physical impairment that substantially limits one or more major life activities.*

### **Being regarded as having such an impairment**

- *An individual is “regarded as having such an impairment” if the individual is subjected to a prohibited action because of an actual or perceived physical or mental impairment, whether or not that impairment substantially limits, or is perceived to substantially limit, a major life activity.*

## What is a Self-Evaluation?

The self-evaluation portion of this update consists of the City’s assessment and evaluation of its current services, policies, and practices. It identifies those that may not meet, or are inconsistent with, the requirements of the ADA Title II regulations. To the extent modifications of the services, policies and practices are required, the City is expected to make such modifications.

Thus, as part of the self-evaluation, the City of Lawrence has identified its current programs, activities and services; and reviewed the current policies, practices and procedures that govern the administration of its

programs, activities and services. Following approval of this update, non-structural program modifications are expected to be made within the next year or as soon thereafter as is reasonably possible.

The ADA also sets forth specific requirements for preparation of an acceptable transition plan. At a minimum, the elements of the plan should include:

- A list of the current physical barriers in City facilities that limit the accessibility of its programs, activities, or services to individuals with disabilities;
- A detailed outline of the methods to be used to remove these barriers and meet the current standards and accessibility regulations;
- Where structural modifications are required, a schedule for taking the steps necessary to achieve compliance with Title II of the ADA; and
- The name of the City official responsible for the plan's implementation.

## Discrimination & Accessibility

Title II of the ADA and its related DOJ regulations link the concepts of discrimination and accessibility. They identify two types of accessibilities: physical accessibility and program accessibility. Physical accessibility requires that a facility be barrier-free. Barriers include any obstacles that prevent or restrict the entrance to or use of a facility. Program accessibility may include physical accessibility but also entails all policies, practices, and procedures that allow people with disabilities to participate in programs and access important information. Program accessibility requires that individuals with disabilities be provided an equally effective opportunity to participate in or benefit from a public entity's programs and services. Program accessibility may be achieved by either structural or non-structural methods. Non-structural methods include, without limitation, acquisition or redesign of equipment, assignment of aides to beneficiaries, and provision of services at alternate sites. In general, both forms of accessibility must be present to avoid disability discrimination, but there are some exceptions where existing facilities are involved.

*Section 35.149 of the regulations provides that "Except as otherwise provided in § 35.150, no qualified individual with a disability shall, because a public entity's facilities are inaccessible or unusable by individuals with disabilities, be excluded from participation in, or be denied the benefits of the services, programs, or activities of a public entity, or be subject to discrimination by any public entity." Section 35.150(a) provides:*

*A public entity shall operate each service, program, or activity so that the service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities. This paragraph does not*

- (1) Necessarily require a public entity to make each of its existing facilities accessible to and usable by individuals with disabilities.*
- (2) Require a public entity to take any action that would threaten or destroy the historical significance of a historic property; or*
- (3) Require a public entity to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity or undue financial and administrative burdens.*

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

The City may achieve program accessibility by a number of methods:

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

When choosing a method of providing program access, the City will prioritize those methods that offer such programs to qualified individuals with disabilities in the most integrated setting appropriate. However, the City's effort to provide equality of opportunity does not guarantee equality of results.

## Undue Burden

Because each service, program or activity must be “viewed in its entirety,” program accessibility does not require the City to make each of its existing facilities physically accessible in all instances. In contrast, physical accessibility is required for all new or future facilities used or intended to provide City programs.

The City does not have to take any action that the City can demonstrate would result in a fundamental alteration in the nature of its program or activity, would create a hazardous condition, or would represent an undue financial and administrative burden. The decision that compliance would result in such alteration or burdens must be made by the public entity's head or designee. For the City, that means the City Manager, who is the City's chief executive officer, or, if designated by the City Manager, the ADA Compliance Administrator. The decision must be accompanied by a written statement of the reasons for reaching that conclusion.

The determination that undue burdens would result must be based on an evaluation of all resources available for use in the program. For example, if a barrier removal action is judged unduly burdensome, the City must consider other options for providing access to the benefits and services of the program or activity by individuals with disabilities. The determination of “Undue Burden” may not be a permanent determination and may need to be re-evaluated later.

## Public Participation

The ADA requires that meaningful public participation be included as part of the ADA Transition Plan drafting process.

The City recognizes the need for and value in getting public opinion on its transition plan. To this end, the City received comments on this plan through public meetings, public surveys, and community feedback. This plan is the latest effort to ensure that the City addresses ADA accessibility issues. In addition, citizens' input allows them to comment on and influence the City's ADA accessibility direction.

The City ADA Compliance Administrator routinely meets with a local “Access Task Force” and the local Disability and Resource Center to discuss barriers to access in our community and help guide decisions on priorities and best practices. The Access Task Force consists of a group of individuals with and without disabilities. This group was instrumental in drafting the City's Accessibility Survey, which helps us identify access needs and deficiencies around mobility and participation in our City.

The City Accessibility Survey had 68 individuals participate, and 50 percent of respondents were individuals with disabilities.

Lawrence Accessibility Survey results are available in Appendix D of this document.

## ADA Notice

The ADA requires all local governments, regardless of size, to adopt and post a public ADA notice. The target audience for the ADA notice is everyone who might interact with the City in any form. This notice can be found at [lawrenceks.org/access/](http://lawrenceks.org/access/).

The notice is intended to convey information about the City's requirements under the ADA and how it applies to programs, services, and activities. It is not intended to be a complicated or lengthy document. Items it should contain are: statements on non-discrimination in employment, effective communication with the disabled, making reasonable modifications to policies and programs to facilitate inclusion, a statement that the City will not charge citizens for modifications or auxiliary aids and services, information on how to file a complaint, and the name and contact information for the City's ADA Compliance Administrator. The notice should be published and posted in a way that is effective in reaching interested parties, including individuals with disabilities. Some applicable ways to disseminate the notice are to:

- Post it in each department, especially where there is a customer service counter such as the Utility Billing Office
- Include the notice with job applications
- Publish on the City's website
- Include in activity schedules and program handbooks

When posting the notice, it is important to remember that the notice should be available in alternative formats, such as radio announcements, large print, braille, sign language interpreters if announced at a meeting, and accessible text on a website.

Anyone who has a question or concern about services, programs, or activities is encouraged to contact staff most familiar with the program area – see the list on the City website. Program staff should be able to provide assistance with auxiliary aid or service for effective communication or a modification of policies or procedures to participate in a City program, service, or activity. The City requests notice as soon as possible, but no later than 48 hours before a scheduled event.

As a resource for accommodations or other questions:

City of Lawrence ADA Compliance Administrator  
Attn: Evan Korynta  
6 E 6<sup>th</sup> Street, Lawrence, KS 66044  
Office: 785-832-3180  
Email: [ekorynta@lawrenceks.org](mailto:ekorynta@lawrenceks.org)

## Services, Programs & Activities

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As part of the background research for this plan, an audit was conducted on the City's accessible programs and services.

Title II of the Americans with Disabilities Act seeks to achieve equality of opportunity for people with disabilities to participate in and benefit from services, programs, and activities offered by local governments. The City of Lawrence will administer services, programs, and activities in the most integrated setting appropriate.

Achievement of the objectives outlined above requires an evaluation of:

- 1) the provision of the City's services, programs, and activities; and
- 2) the facilities in which these services, programs, and activities are offered, as to their usability by individuals with disabilities.

The self-evaluation required collecting information from city departments through a Department Access Survey. The Departments provided the City ADA Compliance Administrator with in-depth surveys on services and efforts to comply with ADA. This survey was created, with help, from the ADA Department Liaisons throughout the City, to make the most comprehensive and wide-ranging survey possible. This group focused on the accessibility of services, programs, and activities when viewed in their entirety. The ADA Compliance Administrator reviewed all buildings used by the public to determine if any structural barriers to participation are present.

The Department Access survey identified very few deficiencies in the services, programs, and activities we administer. The City has several policies in place for providing auxiliary aids and accommodations. However, we will address more education and written policy on how departments can request auxiliary aids and accommodations. The recommendations below meet or exceed the requirements of the Americans with Disabilities Act. Implementation of these recommendations would demonstrate the City's continued commitment to improving overall accessibility and providing a high quality of service to individuals with disabilities.

### Recommendations (Non-Structural for City Programs)

- 1) Develop written policies and provide education on how to request auxiliary aids and accommodations.
- 2) Ensure that all printed materials (e.g., brochures, forms, newsletters, calendars, etc.) include instructions on requesting alternate formats.
- 3) Provide education on making websites and social media posts accessible for people with vision limitations, such as providing "alternate text" descriptions for all photos, charts, and graphics, using large fonts and high contrast colors, and providing "text rich" PDF documents for screen reading software.
- 4) Familiarize staff with the formal ADA grievance form and process that has been established.
- 5) All reception areas, lobbies, and front offices should have the "Notice under the Americans with Disabilities Act" flyer posted for the public, employment candidates, and staff to see.
- 6) Departments that provide "public phones" should also have a TTY/TTD equipped telephone available. Staff should also be trained on this equipment to assist if necessary.
- 7) Train staff on Third-Party "relay" systems where trained operators facilitate conversations between you and a community member who may have speech or hearing impairments.

- 8) Continue to seek internal, local, state-wide or national training on disability access, education, and etiquette to better equip staff with the tools they need to promote an inclusive and integrated community and workplace.

## Personnel Policies/Employment Practices

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All personnel policies, employment, and recruitment practices adhere to current ADA Title I (Employment) guidelines, including our job descriptions, recruitment, the application process, post-offer/pre-employment medical examinations, and reasonable accommodation requests. In addition, the City of Lawrence has several departments with a Memorandum of Understanding (MOU) with Teamsters Unions. These Unions are also required to follow all applicable requirements in Title I of the ADA.

### Recommendations

- 1) Continue to provide disability etiquette training as part of the New Employee Orientation process.
- 2) Develop or maintain informal relationships with organizations serving individuals with disabilities to enhance the City's ability to recruit and employ qualified individuals with disabilities (beyond minimum requirements).
- 3) Provide ongoing support and education to supervisors on reasonable accommodation practices and policies.
- 4) Continue to utilize virtual meetings, interviews, and staff training to provide an alternative to in-person communication.

A Disability Etiquette Training was established to familiarize and educate staff working with people with disabilities as part of our new hire orientation process. Staff can also access it through the internal staff training portal, Target Solutions. Similarly, the City's Management Team participated in training on Reasonable Accommodations in the workplace and tips on managing employees with disabilities. These exercises will continue to be part of the City's ongoing training process to promote awareness and diversity in the workplace.

# ADA Transition Plan

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## Self-Evaluation Steps

1. Identify Administrative Requirements
  - Federal, state and local codes were searched, and requirements that apply to the programs were cited and compiled.
2. Identify Administrative Barriers
  - Staff, clients and community members provided input on whether or not each requirement was being met.
  - Policies, procedures and practices were reviewed.
3. Identify Technical Requirements
  - A list was made of facility types that the City constructs, operates and maintains.
  - Federal, state and local codes, guidance and standards were searched and reviewed.
4. Inventory Physical Facilities
  - Measurement forms and guidance were prepared to ensure all technical requirement data were gathered.
  - Physical facilities were located and mapped.
  - Data collectors physically measured all facilities.
  - Data were checked for quality and validated.
5. Identify Physical Barriers
  - Measurement data were compared against technical requirements for each facility and facility type.
  - Facilities that don't meet the requirements are non-compliant unless documented as being constructed to comply with the maximum extent feasible.

## Transition Plan for Facilities

The Transition Plan for the removal of structural barriers to program access must contain the following information:

- Identification of the barriers to program access;
- Identification of the specific barrier removal action(s);
- Identification of a schedule for barrier removal; and
- Identification of responsibility for ensuring barrier removal.

The facility assessment reports, available by request from the City, identify barriers and the specific barrier removal actions. The City will accomplish barrier removals based on two strategies: policy and procedure modifications to remove programmatic barriers; and maintenance and construction projects to remove structural barriers. The responsibility for ensuring barrier removal will reside with the City of Lawrence's ADA Compliance Administrator.

The Transition Plans are divided into two parts: City facilities and the public rights of way. In compliance with the requirements of the ADA, the City will maintain in working order equipment and features that are required to provide access to individuals with disabilities. The public-right-of-way transition plan will be presented at a later date.

## Barrier Removal Scheduling

Barriers identified at all of the City's facilities will be removed systematically based on established program priorities. The City intends to address and remove barriers to accessibility at City facilities based on the need for programmatic access and degree of complexity.

The City of Lawrence reserves the right to modify barrier removal priorities in order to allow flexibility in accommodating community requests, petitions for reasonable modifications from persons with disabilities, changes in City programs, and funding opportunities and constraints. Interim measures will be explored and implemented in order to provide programmatic access to the public pending the implementation of physical barrier removal projects.

## Facility Evaluations

The site evaluations were accomplished using a team of accessibility assessors equipped with measuring devices, facility layouts and evaluation checklists. These resulting reports are available upon request and posted on the City website under the accessibility tab for review. However, these reports are a snapshot in time of the conditions observed during the evaluation period. The information from these reports will be stored in GIS and an Excel "Barrier Analysis" workbook. The workbook and GIS files are intended to be the living Transition Plan document and are the City's ongoing record of remediation barriers.

The assessment identified physical barriers in each facility that limit accessibility and compared each facility to the 2010 ADA Standards for Accessible Design. In addition to ADA compliance, the City of Lawrence will also comply with State accessibility regulations following the Kansas Accessibility Standards for Public Buildings Act of 1968, codified as amended at K.S.A. 58-1301 *et seq.*

Building codes are revised every few years, and this barrier evaluation describes current conditions as viewed by the current code and provides a baseline for future barrier removal. It is important to note that with revisions to the building code, all future barrier removal projects shall comply with the code current at the time of the alternation.

## Priorities for Barrier Removal within Facilities

The following prioritization process is referenced in the ADA Regulations. The principle of the priorities is to ensure basic access to facilities and amenities, access to activities, and allow alternatives to structural modifications when appropriate. Translating these priorities into action plans must be accomplished using a programmatic approach. The City used the following guidelines to prioritize barriers found within City facilities:

### Priority #1

Removing barriers that impede accessibility at the main entrance of a facility or improving a path of travel to the portion of the facility where program activities occur. Examples:

- Connection to the public rights-of-way
- Parking and passenger loading
- Entrance walks
- Entrance ramps
- Entrance stairs
- Entrance doors

## Priority #2

Removing barriers that impede access to program use areas. Examples:

- Transaction counters
- Recreation environments/features
- Public offices
- Public restrooms

## Priority #3

Removing barriers that impede access to amenities serving program areas. Examples:

- Drinking fountains
- Public telephones
- Site furnishings
- Vending machines

## Priority #4

The fourth priority addresses features that are not required to be modified for accessibility because no public programs are located in this area, or there are nearby duplicate accessible features.

## Phasing Schedule for Facilities

Barriers in City facilities will be removed systematically, City-wide, based on established program priorities. The City intends to address and remove barriers to accessibility in public buildings and parks based on the immediate necessity of programmatic access, degree of complexity, and overall cost.

The City of Lawrence reserves the right to modify barrier removal priorities in order to allow flexibility in accommodating community requests, petitions for reasonable modifications from persons with disabilities, changes in City programs, and funding constraints and opportunities. This Transition Plan aims to provide access to the programs, activities, and services provided by the City. Interim measures will be explored and implemented in order to provide programmatic access to the public pending the implementation of physical barrier removal projects.

The following tables describe the priorities and schedule for barrier removal in public facilities. This preliminary schedule represents a five-year plan for barrier removal. The City intends to review all barriers during the first year of implementing this plan and address those barriers that can be resolved through programmatic modifications. The City will then revise the following schedule for the removal of the remaining barriers.

**Barrier removal is addressed in three tiers. High (1-2 years), Moderate (3-5 years), and Low (5+ years).** This process prioritizes facilities based on the criteria above, including Level of Use by the Public, Program Uniqueness, Critical Nature of Services Provided, Complexity, and Overall Cost. (See appendix C for Facility Recommendations and Prioritizations)

## Program Barrier Removal Priorities

Facilities in which the City provides programs, activities, and services were reviewed and ranked based on the following criteria:

- **Level of use by the public:** Facilities that have a high level of public use can be assigned a higher priority;

- **Program uniqueness:** Some programs are unique to a building, facility, or park and cannot occur at another location. Seasonal availability and programs that emphasize health and wellness can be assigned a higher priority; and
- **Critical nature of the service provided:** Facilities that provide services related to accessibility, health, safety, and the administration of essential City services such as permitting and licensing can be assigned a higher priority.

## Funding

The ADA Transition Plan for Facilities is funded through various Capital Improvement Plan Projects (CIP) and Maintenance Programs. The annual ADA Improvements Program will address readily achievable items, while larger ADA barrier removal projects are incorporated into the CIP or Maintenance Plan. The CIP contains projects exceeding \$100,000 and has a useful life of 2 plus years, whereas the Maintenance Plan addresses routine and preventative tasks that cost more than \$50,000. Often those projects are not known when the budget is adopted but may help achieve at least one of the following:

- Restore the asset's physical condition.
- Bring the asset up to design standards.
- Prevent future deterioration.
- Replace/substitute a component of the asset at the end of life as a temporary repair.

## Public Rights of Way

The ADA addresses accessible public rights of way where the City of Lawrence provides sidewalks. The ADA does not mandate the installation of sidewalks but does require curb ramps at intersections where existing sidewalks are provided on both sides of the roadway.

The data collection and cost projection process has begun on the ADA Transition Plan for the Public Rights of Way. Soon we will start our public engagement activities to help us identify the priorities in our community. The anticipated presentation of the Public Right of Way Transition Plan is 2023.

Significant progress on right of way infrastructure has occurred and will continue in place of this formal plan. For example, all current street reconstruction projects include adjacent sidewalks and curb ramps to meet ADA accessibility requirements. In 2019, the City developed a multi-year plan for the Sidewalk Improvement Program that assists property owners in eliminating trip hazards and safety concerns. Additionally, as part of this program, the City is improving ADA sidewalk curb-ramps along target routes with dedicated yearly funding in the City's Capital Improvement Program. During evaluation of the target routes, curb-ramps are also evaluated for trip hazards and scheduled for repairs to current standards, recognizing the cost-efficiencies of making these repairs in tandem with the sidewalk repairs. Additionally, these funds are used for repairs to curb-ramps in response to public complaint in other prioritized locations and used to supplement other infrastructure projects that may impact or are adjacent to curb-ramps in need of reconstruction.

Lawrence Transit is taking steps to improve bus stop accessibility and comfort. In 2020, Lawrence Transit improved seven stops with shelters, benches, and accessible boarding pads, and improved five additional stops through coordination with the Street Maintenance Program. In 2021, 19 stops were improved through Lawrence Transit programming, and four others were improved through the Street Maintenance Program and private development. Transit staff is currently awaiting news on a possible state grant award for bus stop improvements that would supplement the \$150,000 program scheduled in 2022. Currently, Lawrence Transit has 374 bus stops, with:

- 63 shelters

- 54 benches
- 18 bicycle racks, and;
- 176 accessible boarding pads

An additional project that will impact accessibility is the development of a new transit center at the corner of Bob Billings & Crestline Dr. This new facility will provide dedicated bus bays for 8 local buses and 2 regional buses, a covered outdoor waiting area with seating, an indoor passenger waiting area with customer service, and restrooms. Improvements to the downtown transfer area are planned as well, though additional public engagement is required to identify a suitable site.

### Annual Review Process

The ADA Compliance Administrator or their designee is responsible for the annual review of the ADA Transition Plan. Any changes or corrections will be submitted for review to the City Commission.

### ADA Grievance Procedure

Local governments must also adopt a grievance procedure for complaints arising under Title II of the ADA. The grievance procedure sets guidelines for how a citizen can file a complaint and ensures prompt and fair review of the matter by the government. The grievance procedure should include:

- A description of how to file a complaint.
- If written complaints are required, information must be included on alternative means to file for those unable to complete a written complaint.
- Time frames to be followed by the City when reviewing the complaint.
- Information regarding how to appeal an adverse decision.
- A statement on how long complaints will remain on file.

The grievance procedure should be distributed to all city departments and in public spaces of government office and on the City’s website at [lawrenceks.org/access](http://lawrenceks.org/access).

The Lawrence Transit Department has a separate ADA Greivence form, but coordinates ADA compliance issues with the ADA Compliance Administor routinely. The Lawrence Transit grievance form is found at [lawrencetransit.org/ada-services/](http://lawrencetransit.org/ada-services/).

### Process

The complaint should be in writing and contain information about the alleged discrimination such as name, address, phone number of complainant and location, date, and description of the problem. (Alternative means of filing complaints, such as personal interviews or a tape recording of the complaint, will be available for persons with disabilities upon request.) The City of Lawrence will retain all written complaints received by the ADA Compliance Administrator and MSO General Manager – Administration and responses from these two offices for at least three years.

### Questions, complaints or concerns should be addressed to:

City of Lawrence ADA Compliance Administrator  
 Attn: Evan Korynta  
 6 E 6<sup>th</sup> Street, Lawrence, KS 66044  
 Office: 785-832-3180  
 Email: [ekorynta@lawrenceks.org](mailto:ekorynta@lawrenceks.org)

#### Step #1

The complaint should be submitted by the grievant and/or their designee as soon as possible but no later than 60 calendar days after the alleged violation

#### Step #2

Within 14 calendar days after receipt of the complaint, the ADA Compliance Administrator and/or their designee will contact the complainant to discuss the issue and the possible resolutions. Within 14 calendar days of the meeting, the ADA Compliance Administrator and/or their designee will respond in writing, and where appropriate, in a format accessible to the complainant, such as large print or Braille. The response will explain the position of the City of Lawrence and offer options for substantive resolution of the complaint. If the due date is a weekend or holiday that the complainant has the next business day to file

#### Step #3

If the response by the ADA Compliance Administrator and/or their designee does not satisfactorily resolve the issue, the complainant and/or their designee may appeal the decision within 14 calendar days after receipt of the response to the Municipal Services & Operations (MSO) General Manager – Administration and/or their designee.

#### Step #4

Within 14 calendar days after receipt of the appeal, the MSO General Manager – Administration and/or their designee will contact the complainant to discuss the complaint and possible resolutions. Within 14 calendar days after contact, the MSO General Manager and/or their designee will respond in writing, and where appropriate, in a format accessible to the complainant, such as large print or Braille. This will be the final decision on behalf of the City.

### Informal Channels of Communication Regarding Concerns or Complaints

City staff hopes to maintain a positive working relationship with the community of citizens interested in issues of accessibility. It is our goal that people will feel comfortable bringing us their concerns about accessibility or potential discrimination. Concerns may be communicated to city employees, department directors and assistant directors, or the City Manager's Office, including the ADA Compliance Administrator. These informal channels of communication do not limit individuals from pursuing other means of complaint resolution, including those outlined below.

### Employee Grievance Procedure

The City of Lawrence has an established, formal procedure available for resolving employee grievances. The Employee Grievance Procedure is outlined in the Personnel Handbook as follows:

#### **Grievance Procedure**

The following steps are to be taken in sequential order for an employee grievance or complaint.

- **Step One:** The aggrieved employee(s) shall, within fourteen (14) calendar days of the date of the grievance or within fourteen (14) calendar days of the date a person could reasonably be expected to know of the grievance, first orally present the complaint to the immediate supervisor. The supervisor will answer the aggrieved employee(s) orally within five (5) calendar days. Each supervisor shall make a sincere attempt to resolve any grievance.
- **Step 2:** If, after conferring with the immediate supervisor, the aggrieved employee(s) feels that the oral presentation failed to settle the grievance, the complaint may be submitted in writing to the concerned Department Director within seven (7) calendar days from the date of the response from

the supervisor. The concerned Department Director shall provide the aggrieved employee(s) with a written reply within seven (7) calendar days from the date of receipt of the written complaint.

- **Step Three:** If, after reviewing the Department Director's decision, the aggrieved employee(s) is (are) not satisfied with the written reply to the grievance, an appeal may be made to the Grievance Review Board by filing a written appeal with the Personnel Director within seven (7) days. The Grievance Review Board shall consist of the following persons:
  - The Personnel Director;
  - A Department Director, other than the concerned Department Director, appointed by the City Manager.
  - One non-supervisory employee, neither from the concerned department nor from the appointed Department Director's department, to be chosen randomly from the City payroll records;
  - One non-supervisory employee from the department involved. This person shall be selected in the following manner: The Personnel Director shall randomly select five (5) names from the department roll. The grieving employee shall first cross out one name; then, the Department Director shall cross off one name. This process will continue until one name remains. The person whose name remains shall be the fourth member of the Grievance Review Board.

The Grievance Review Board shall convene within seven (7) calendar days from the Personnel Director's receipt of the appeal to consider said appeal and shall give not less than one (1) work days' notice in writing to all involved parties of the time and place of the meeting. The Grievance Review Board shall submit its findings to the employee(s) and the concerned Department Director within seven (7) calendar days after the hearing. Findings of the committee shall be binding, unless the employee(s) or the Department Director elects to appeal.

- **Step Four:** If, after reviewing the Grievance Review Board's decision, the aggrieved employee(s) and/or the concerned Department Director is not satisfied with the Board's written reply to the grievance, the employee(s) and/or the concerned Department Director may appeal the decision to the City Manager by filing the written appeal with the Personnel Director within seven (7) calendar days from the date the Grievance Review Board presented its findings. The City Manager shall consider no grievance until the Grievance Review Board has reviewed the complaint and presented its findings. The City Manager shall confer with the aggrieved employee(s) and/or the concerned Department Director within seven (7) calendar days after filing and shall give not less than one (1) working day notice of the time and place of the meeting. A decision on the appeal shall be rendered within seven (7) calendar days after the close of the hearing, and such finding shall be final and subject to no further appeal.
- **Step Five:** For all grievances appealed to the City Manager, the City Manager shall submit copies of all grievance forms, supporting data, and findings to the City Commission. The City Commission may review the grievance to determine whether the issue involved is one of policy, i.e., the propriety of the rule involved, and may, if finding so, alter the policy of the City. The Commission may order any alteration in policy to be retroactive to the case grieved. In no case shall the City Commission hold a hearing involving the parties at grievance.

PEER PRESENT: Employees using the Grievance Procedure shall be permitted to have a fellow employee present during the grievance proceedings. Since the grievance proceedings are

administrative in nature and not judicial, the presence of an attorney to represent or counsel a grieving party is prohibited.

WITNESSES: A limited number of witnesses may be called by either party to the proceedings to verify the facts of a grievance.

### **Human Rights Commission**

Any employee claiming to be aggrieved by an alleged act of discrimination based on race, sex, color, religion, age, national origin, ancestry, may file a written complaint with the Kansas Human Rights Commission at <http://www.khrc.net/complaint.html>

## Appendix

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The following pages detail forms, checklists and documents related to the City of Lawrence ADA Transition Plan.

## Appendix A: Grievance Form

This Grievance Form is established to meet the requirements of the Americans with Disabilities Act (ADA) of 1990. It may be used by anyone who wishes to file a complaint alleging discrimination on the basis of disability in the provision of services, activities, programs, or benefits by the City of Lawrence.

Complainant: \_\_\_\_\_

Person Preparing Complaint (if different from Complainant): \_\_\_\_\_

Relationship to Complainant (if different from Complainant): \_\_\_\_\_

Street Address & Apt. No.: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: (\_\_\_\_\_) \_\_\_\_\_ E-mail: \_\_\_\_\_

Please provide a complete description of the specific complaint or grievance:

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Please specify any location(s) related to the complaint or grievance (if applicable):

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Please state what you think should be done to resolve the complaint or grievance:

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Please attach additional pages as needed.

Check here if you do not want to be contacted directly.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Return to: City of Lawrence ADA Compliance Administrator,  
Attn: Evan Korynta  
City Hall, Ground Floor  
6 East 6<sup>th</sup> Street  
Lawrence, KS 66044

Upon request, reasonable accommodations will be provided in completing this form, or copies of the form will be provided in alternative formats. Contact the ADA Compliance Administrator at the address listed above, or email [ekorynta@lawrenceks.org](mailto:ekorynta@lawrenceks.org)

Appendix B: ADA Checklist

# ADA Checklist for Existing Facilities

based on 2010 ADA Standards  
[adachecklist.org/checklist.html](http://adachecklist.org/checklist.html)

Building: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Surveyor(s): \_\_\_\_\_  
 Date: \_\_\_\_\_

Priority 1: Approach and Entrance		Yes	No	NA
1.1	Is there a route from site arrival point that does not require use of stairs?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Parking				
1.2	Adequate number of accessible stalls provided?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.3	Of accessible spaces, is at least one van-accessible?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.4	Are accessible spaces at least 8' wide w/ 5' access aisle (or greater)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.5	Is the van accessible space at least 11' wide / 5' access aisle or 8' wide w/ 8' access aisle (or greater)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.6	Is there 98" vertical clearance provided for van-accessible space?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.7	Are access aisles marked? (cross-hatched)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.8	Is the slope of the accessible parking spaces and access aisles no steeper than 1:48 (2%)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.9	Do access aisles join accessible route?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.10	Upright signage with international symbol – is bottom of sign at least 60" high?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.11	Does upright signage include "van accessible" for the van access spaces?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.12	Are the accessible spaces located on the closest accessible route to the accessible entrance?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Exterior Accessible Route				
1.13	Is route stable, firm, and slip-resistant?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.14	Is route at least 36" wide?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.15	If route is less than 60" wide, is there a turning space of 60"x60" every 200"?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.16	If there are grates or openings on the route, are the openings no larger than 1/2"? Is the long dimension perpendicular to the path of travel?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.17	Is the running slope no steeper than 1:20 or 5%? IF greater than 5%, does area have hand rails and edge protection?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.18	Is the cross slope less than 1:48 or 2%?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Curb Ramps				
1.19	If the accessible route crosses a curb, is there a curb ramp?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.20	Is the running slope of the curb ramp no steeper than 1:12 or 8.3%	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.21	Is the cross slope of the curb ramp no steeper than 1:48 or 2% (excluding flares)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

1.22	Is the curb ramp at least 36" wide? (excluding flares)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.23	At top of ramp, is there a level landing (<2% slope in any direction) at least 36" long and wide as ramp? If flares, are slopes 10% or less?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.24	If landing at top is less than 36" long, are there curb flares? Are slopes of flares less than 8.3%?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ramps – if no ramp present, proceed to Entrance section 1.37		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.25	Is ramp at least 36" wide (as measured between handrails, if present)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.26	Is the surface stable, firm, and slip-resistant?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.27	For each section of ramp, is running slope no greater than 1:12 or 8.3%? (see manual for limits with space constraints)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.28	Is there a level landing at least 60" long and as wide as the ramp at the top? Level landing at least 60" long and wide as the ramp at the bottom?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.29	Is there a level landing where the ramp changes direction, at least 60" x 60"?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.30	If ramp has a rise greater than 6", are there handrails on both sides?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.31	Is the top of handrail gripping surface between 34" and 38" above surface?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.32	Is handrail gripping surface continuous and not obstructed along the top and sides? If there are obstructions on the bottom of gripping surface, is it no greater than 20% of length?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.33	If handrail gripping surface is circular, is it between 1 ¼" and 2" in diameter?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.34	If handrail gripping surface is non-circular, is the perimeter between 4" and 6 ¼"? Cross-section less than 2 ¼" diagonal?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.35	Does the handrail extend 12" beyond the top and bottom of ramp? Return to a wall, guard, or landing surface?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.36	Does the surface of the ramp extend at least 12" beyond the inside face of handrail? OR Is there a curb or barrier that prevents passage of a 4" diameter sphere?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Entrance				
1.41	Is the clear width opening of accessible entrance door at least 32" wide when door is open 90 degrees?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.42	If front approach to door, is there at least 18" of maneuvering clearance beyond the latch side, plus 60" clear depth? Is ground or floor surface level (≤ 2% or 1:48) on both sides of door?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.43	If there is a threshold, is it ≤ ¼" high OR ≤ ½" high with top ¼" beveled 2:1?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

		Note, if installed before 1/1993, may be ¾" high with top ½" beveled 2:1.			
1.44		Is door hardware operation with one hand (does not require tight grasping, pinching, or twisting)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.45		Are operable parts of door hardware between 34" and 48" above surface?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.46		If door has a closer, does it take at least 5 seconds to close from 90-degree position to 12-degree position from latch?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.47		If there are two doors in series (vestibule), is the distance between the doors at least 48" plus the width of the doors when swinging into space?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.48		If provided at entrance, are carpets/mats ≤ ½" thick?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Priority 2: Access to Goods and Services</b>					
2.1		Does accessible entrance provide direct access to the main floor, lobby and elevator?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Interior Accessible Route</b>					
2.2		Are all public spaces on at least one accessible route?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.3		Is route stable, firm, and slip-resistant?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.4		Is route at least 36" wide? (can narrow to 32" for a max distance of 24")	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.5		If route is less than 60" wide, is there a turning space of 60"x60" every 200'?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.6		Is the running slope ≤ 5% or 1:20?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.7		Is the cross slope ≤ 2% or 1:48?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.8		Do all objects in circulation path (fire extinguishers, drinking fountains, etc.) protrude ≤ 4"? OR, if an object protrudes ≥ 4", is the bottom edge ≤ 27" above floor?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.9		Are there elevators to all <b>public</b> stories?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Ramps – if no ramp present, skip to next section</b>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.10		Is ramp at least 36" wide (as measured between handrails, if present)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.11		Is the surface stable, firm, and slip-resistant?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.12		For each section of ramp, is running slope no greater than 1:12 or 8.3%? (see manual for limits with space constraints)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.13		Is there a level landing at least 60" long and as wide as the ramp at the top? Level landing at least 60" long and wide as the ramp at the bottom?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.14		Is there a level landing where the ramp changes direction, at least 60" x 60"?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.15		If ramp has a rise greater than 6", are there handrails on both sides?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.16		Is the top of handrail gripping surface between 34" and 38" above surface?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

2.17	Is handrail gripping surface continuous and not obstructed along the top and sides? If there are obstructions on the bottom of gripping surface, is it no greater than 20% of length?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.18	If handrail gripping surface is circular, is it between 1 ¼" and 2" in diameter?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.19	If handrail gripping surface is non-circular, is the perimeter between 4" and 6 ¼"? Cross-section less than 2 ¼" diagonal?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.20	Does the handrail extend 12" beyond the top and bottom of ramp? Return to a wall, guard, or landing surface?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.21	Does the surface of the ramp extend at least 12" beyond the inside face of handrail? OR Is there a curb of barrier that prevents passage of a 4" diameter sphere?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Elevators – Full size and LULA (limited use, limited application) – if not present, skip to next section		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.22	Are all call buttons ≤ 54" above floor?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.23	Does the sliding door reopen automatically when obstructed by object or person?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.24	If there is a swinging door, is the door power operated? Does it remain open at least 20 seconds when activated?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.25	Full-size elevator: Is the interior at least 54" wide x 36" deep with 16 sq ft of clear floor area? Is door opening at least 32" wide?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.26	LULA: Is the interior at least 51" wide x 51" deep with door opening of 36"? OR at least 54" wide x 36" deep with 16 sq ft of clear floor area & door opening at least 32" wide?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.27	Full-size elevator – in-car controls: Between 15" and 48" above the floor OR up to 54" above floor for parallel approach?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.28	LULA – in-car controls – centered on side wall?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.29	Are control buttons designated with raised characters? Braille?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.30	Are there audible signals as a car passes or is about to stop at a floor?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.31	Do the door jambs at each floor identify the floor number? Is there a tactile star on both jambs at the main entry level? Do text characters contrast with their backgrounds? Are text characters raised? Braille? Is the sign mounted between 48" and 60" above the floor?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Platform Lifts -- if not present, skip to next section		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.32	Can lift be used without assistance from others?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.33	Is there clear floor space at least 30" x 48" for a person to approach and use controls?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.34	Are lift controls between 15" and 48" above the floor?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

2.35	Is there clear floor space at least 36"x 48" inside the lift?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.36	If there is an end door, is clear opening at least 32" wide?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.37	If there is a side door, is clear opening at least 42" wide?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Signs</b>				
2.38	Are signs designating permanent rooms and spaces not likely to change over time (room numbers, letters, room names, exit signs)? IF YES, answer below:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Do text characters contrast with background?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Are text characters raised?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Is there Braille?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Is the sign mounted on wall, on the latch side of door? Note manual exceptions permitted if on push side	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Are all sign characters between 48" and 60" above floor?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.39	Are there signs that provide direction or information about interior spaces? IF YES, answer below:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Do text characters contrast with background?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Is sign mounted so characters are at least 40" above floor?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Interior doors – to classrooms, conference rooms, exam rooms</b>				
2.40	Is the clear width opening of accessible entrance door at least 32" wide when door is open 90 degrees?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.41	If front approach to door, is there at least 18" of maneuvering clearance beyond the latch side, plus 60" clear depth? Is ground or floor surface level ( $\leq 2\%$ or 1:48) on both sides of door?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.42	If there is a threshold, is it $\leq \frac{1}{4}$ " high OR $\leq \frac{1}{2}$ " high with top $\frac{1}{4}$ " beveled 2:1? Note, if installed before 1/1993, may be $\frac{3}{4}$ " high with top $\frac{1}{2}$ " beveled 2:1.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.43	Is door hardware operation with one hand (does not require tight grasping, pinching, or twisting)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.44	Are operable parts of door hardware between 34" and 48" above surface?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.45	Can the door be opened easily (5 pounds max force)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.46	If door has a closer, does it take at least 5 seconds to close from 90-degree position to 12-degree position from latch?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.47	Are aisles and pathways to goods and services at least 36" wide?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.48	Are floor surfaces stable, firm, and slip-resistant?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.49	If there is carpet, is it no higher than $\frac{1}{2}$ inch? Is it securely attached along edges?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Controls – light switches, security/intercoms, emergency alarms</b>				
2.50	Is there a clear floor space at least 30" x 48" for a forward or parallel approach?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Are operable parts no higher than 48" above surface? If constructed before 3/15/2012, can be 54" above surface for a parallel approach.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

2.51	Can control be operated with one hand, without tight grasping, pinching, or twisting of wrist?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Seating: Assembly areas – theaters, auditoriums, stadiums, theater-style classrooms		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.52	Are adequate number of wheelchair spaces provided?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.53	Are seats dispersed to allow location choices and viewing angles?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.54	Do wheelchair spaces have clear line of sight where people are expected to remain seated?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.55	Do wheelchair spaces have clear line of sight where people are expected to stand?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.56	If there is only one wheelchair space, is it $\geq 36$ " wide?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.57	If there are two adjacent spaces, are they each $\geq 33$ " wide?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.58	If entry from front/rear, is space $\geq 48$ " deep?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.59	If entry from side, is space $\geq 60$ " deep?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.60	Do spaces adjoin (but not overlap) accessible route?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.61	Is there at least one companion seat for each wheelchair seat?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.62	Are companion seats located so person is shoulder-to-shoulder with person in wheelchair?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.63	Is companion seat equivalent in size, quality, comfort, and amenities to seating in immediate area?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Seating: At dining surfaces (restaurants, cafeterias, bars) and non-employee work surfaces (libraries, conference rooms, etc.)		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.64	Are at least 5%, but no less than 1, of seating and standing spaces accessible?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.65	Is there a route $\geq 36$ " to accessible seating?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.66	Is the surface of the space between 28" and 24" high?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.67	Is there clear floor space at least 30" by 48" for a forward approach?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Does the underneath area extend at least 17-25" back?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Is the knee space at least 27" high and 30" wide?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Seating: General: reception areas and waiting rooms				
2.68	Is there at least one space at least 36" wide and 48" deep for a person in a wheelchair?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Benches: Locker rooms, dress rooms, fitting rooms, if applicable		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.69	Is there a room with at least one bench?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.70	Is there clear floor space at least 30" x 48" at the end of the bench (parallel to short axis)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Is bench at least 42" long? Is bench between 20" and 24" deep?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Does bench have back support, or is it affixed to wall?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Is top of bench seat between 17" and 19" high?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Note: Check out aisle section skipped for City operations (2.71 to 2.75)				
Sales & Service Counters				
2.76	Is there a portion of at least one of each type of counter that is No higher than 36" above floor?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	At least 36" long?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.77	Does the accessible portion of the counter extend the same depth as the rest of the countertop?			
2.78	Is there clear floor space at least 30" by 48" for a forward or parallel approach?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.79	For a parallel approach, is the clear floor space positioned 48" adjacent to accessible counter?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.80	For a forward approach, does the underneath area extend at least 17-25" back?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Is the knee space at least 27" high and 30" wide?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Note: Food service lines section skipped for City operations (2.81 to 2.88)				
<b>Priority 3: Toilet Rooms</b>				
Please review bathrooms on all public floors and note any difference in comments.				
3.1	If toilet rooms are available to the public (either one for each sex or one unisex), is at least one toilet room accessible?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.2	Are there signs at inaccessible toilet rooms that give directions to accessible toilets?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.3	If not all toilet rooms are accessible, is there a sign at the accessible toilet room with the International Symbol of Accessibility?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Accessible Route				
3.4	Is there an accessible route to the accessible toilet room?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Signs at Toilet Rooms				
3.5	Do text characters contrast with background?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Are text characters raised?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Is there Braille?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Is the sign mounted on wall, on the latch side of door? Note manual exceptions permitted if on push side	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Are all sign characters between 48" and 60" above floor?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Entrance				
3.6	Is the clear width opening of accessible entrance door at least 32" wide when door is open 90 degrees?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.7	If front approach to door, is there at least 18" of maneuvering clearance beyond the latch side, plus 60" clear depth? Is ground or floor surface level ( $\leq 2\%$ or 1:48) on both sides of door?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.8	If there is a threshold, is it $\leq \frac{1}{4}$ " high OR $\leq \frac{1}{2}$ " high with top $\frac{1}{4}$ " beveled 2:1? Note, if installed before 1/1993, may be $\frac{3}{4}$ " high with top $\frac{1}{2}$ " beveled 2:1.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.9	Is door hardware operation with one hand (does not require tight grasping, pinching, or twisting)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.10	Are operable parts of door hardware between 34" and 48" above surface?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.11	Can the door be opened easily (5 pounds maximum force)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

3.12	If there are two doors in series (vestibule), is the distance between the doors at least 48" plus the width of the doors when swinging into space?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.13	If there are two doors in series (vestibule), is the distance between the doors at least 48" plus the width of the doors when swinging into space?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.14	If there is a privacy wall and the door swings out, is there at least 24" of maneuvering clearance beyond the latch side and 42" to the privacy wall?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.15	If there is a privacy wall and the door swings in, is there at least 24" of maneuvering clearance beyond the latch side and 48" to the privacy wall if there is no door closer or at least 54" if there is a door closer?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
In the Toilet Room		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.16	Is there a clear path to at least one of each type of fixture, at least 36" wide (lavatory, hand dryer, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.17	Is there clear floor space available for a person in a wheelchair to turn around (i.e., a circle at least 60" in diameter or a T-shaped space within a 60" square)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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" by 48" beyond the swing of the door?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.19	If there is a mirror over a lavatory or countertop, is the bottom edge of the reflecting surface no higher than 40" above floor? OR, if not over lavatory or countertop, is bottom edge no higher than 35" above floor?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.20	If there is a coat hook, is it between 15" and 48" above the floor?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lavatories				
3.21	Does at least one lavatory have clear floor space for a forward approach at least 30" wide and 48" long?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.22	Do no less than 17" and no more than 25" of clear floor space extend under the lavatory so that a person using a wheelchair can get close enough to use faucet?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.23	Is the front of the lavatory or counter, whichever is higher, no more than 34" high?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.24	Is there at least 27" clearance to the bottom of the lavatory that extends at least 8" under the lavatory for knee clearance?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.25	Is there toe clearance at least 9" high?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.26	Are pipes below the lavatory insulated or configured to protect against impact?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.27	Can the faucet be operated without tight grasping, pinching, or twisting wrist? Is force required to activate the faucet no greater than 5 pounds?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Soap dispensers and hand dryers				
3.28	Are the operable parts of the soap dispenser within one of the following ranges?			

	Above the lavatories or counters, no less than 20" and no greater than 25" deep: no higher than 44 inches above floor?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Above lavatories less than 20" deep: no higher than 48" above floor?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Not over an obstruction: no higher than 48" above floor?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.29	Are the operable parts of the hand dryer or towel dispenser within one of the following ranges?			
	Above the lavatories or counters, no less than 20" and no greater than 25" deep: no higher than 44 inches above floor?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Above lavatories less than 20" deep: no higher than 48" above floor?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Not over an obstruction: no higher than 48" above floor?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Can operable parts be operated without tight grasping, pinching, or twisting wrist?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Is the force required to activate no greater than 5 pounds?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Water closets in single-user toilet rooms and compartments (stalls) [toilets]</b>				
3.30	Is the centerline of the toilet between 16" and 18" from the side wall or partition?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.31	Is clearance provided around the toilet measuring at least 60" from the side wall and at least 56" from the rear wall? (Note: If constructed before 3/2012, clearance in single-user rooms can be 48" wide by 66" long or 48" wide by 56" long (depending on approach), and lavatory may overlap that clearance if the door does not swing into required clearance at fixtures and the edge of the lavatory is at least 18" from centerline of toilet.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.32	Is the toilet height between 17" and 19" above the floor as measured to the top of the seat?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.33	Is there a grab bar at least 42" long on the side wall?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Is it located no more than 12" from the rear wall?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Does it extend at least 54" from the rear wall?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Is it mounted between 33 and 36" above the floor at the top of the gripping surface?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Is there at least 12" clearance between the grab bar and protruding objects above?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Is there at least 1 1/2" clearance between the grab bar and protruding objects below? (Note: If constructed before 3/2012, grab bars do not have to be relocated. There are no space requirements above and below in the 1991 standards.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Is there space between the wall and the grab bar at least 1 1/2"?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.34	Is there a grab bar at least 36" long on the rear wall?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Does it extend at least 12" from the toilet's centerline on one side (side wall)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Does it extend at least 24" on the other side (open side)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Is it mounted between 33 and 36" above the floor at the top of the gripping surface?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Is there at least 12" clearance between the grab bar and protruding objects above?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	Is there at least 1 ½" clearance between the grab bar and protruding objects below? <small>(Note: If constructed before 3/2012, grab bars do not have to be relocated. There are no space requirements above and below in the 1991 standards.)</small>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Is there space between the wall and the grab bar at least 1 ½"?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.35	If the flush control is hand-operated, is the operable part no higher than 48"?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.36	Can the flush control be operated with one hand without tight grasping, pinching or twisting wrist?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.37	Is the flush control on the open side of the toilet?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.38	Is the toilet paper dispenser between 7" and 9" from the front of the toilet to the centerline of dispenser?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.39	Is the outlet of the dispenser? Located between 15" and 48" above floor? Not located behind grab bars?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.40	Does the dispense allow continuous paper flow?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Toilet compartments (stalls)</b>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.41	Is the door opening width at least 32" when the door is open 90 degrees?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.42	If there is a front approach to the pull side of door, is there at least 18" of maneuvering clearance beyond the latch side plus 60" clear depth?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.43	Is the door self-closing?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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 wrist? <small>(Note: if constructed before 3/2012, door pulls do not need to be added. Not required in the 1991 standards.)</small>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.45	Is the lock operable with one hand, without tight grasping, pinching, or twisting of wrist?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.46	Are the operable parts of the door hardware mounted between 34" and 48" high?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.47	Is the stall at least 60" wide?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.48	If the toilet is wall hung, is the stall at least 56" deep?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.49	If the toilet is floor mounted, is the stall at least 59" deep?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.50	If the door swings in, is the minimum required stall area provided beyond the swing of the door? (60"x56" if wall hung or 60"x59" if floor mounted)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Priority 4: Additional Access</b>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Drinking Fountains</b>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.1	Does at least one fountain have a clear floor space at least 30" wide by 48" long, centered in front of it for a forward approach? <small>(Note: if installed before 3/2012, a parallel approach is permitted, and the clear floor space is not required to be centered.)</small>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.2	If there is a forward approach, is there 17" to 25" clear floor space under the drinking fountain?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.3	If the drinking fountain is no deeper than 20", are the operable parts no higher than 48" high?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

4.4	If the drinking fountain is between 20" and 25 inches deep, are the operable parts no higher than 44" high?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.5	Can the control be operated with one hand, without tight grasping, pinching, or twisting wrist?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Is the force required to activate no more than 5 pounds?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.6	Is the spout no higher than 36" high?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.7	Is the spout at least 15" from the rear of the drinking fountain?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Is the spout no more than 5" from the front of the drinking fountain?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.8	If there is more than one drinking fountain, is at least one for standing persons?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Is the spout outlet between 38" and 43" above floor?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.9	If the bottom edge of the fountain is higher than 27" above floor, does the front of the fountain protrude $\leq 4"$ into the circulation path?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Public telephones – section skipped				
Fire alarm systems		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.20	If there are fire alarm systems, do they have both flashing lights and audible signals?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## Appendix C: City Facility Recommendations

### Tier 1 Facilities

<b>Broken Arrow Park</b> 2900 Louisiana Street	
Parking Lot	Add one van accessible parking space with appropriate signage
	Add one standard accessible parking space with appropriate signage
Restrooms	Relocate mirrors to 40" maximum directly above sinks or add additional mirror elsewhere at 35" maximum above finished floor
	Relocate grab bars along rear and side walls
North Playground	(New Playground Installed October, 2021)
South Playground	Add transfer platform or transfer steps to elevated component, and add one compliant ground level play component

<b>Burcham Park</b> 200 Indiana Street	
Parking Lot	Convert standard accessible parking space to van accessible space with appropriate signage and access aisle

<b>City Hall</b> 6 East 6th Street	
All Interior Doors	Adjust pressure to 5 lbs. or less
City Commission Room	Reconfigure to add minimum of two wheelchair spaces and two companion spaces
City Commission Room & 4th Floor	Add Braille signage with raised contrasting characters identifying Commission Room to right side of door 48-60" above finished floor
	Lower City Manager braille signage to 48-60" above finished floor
4th Floor Men's Restroom	Add signage indicating accessible restrooms located on Ground Level through 3rd Floor
4th Floor Men's Restroom	Convert stall to Ambulatory Accessible Compartment by narrowing walls to measure between 35-37" and adding compliant grab bar on partition side
All Accessible Restrooms	Install self-closing hardware to stall doors
All Accessible Restrooms	Relocate coat hooks to 15-48" above finished floor
	Relocate toilets so centerline is 16-18" from sidewall (only required if altering or remodeling toilet compartments)
1st Floor Men's & 2nd Floor Women's Restrooms	Insulate pipes to protect from potential hazards
Women's Restrooms on Ground Floor through 3rd Floor	Reconfigure the bathroom door swing to allow for maneuvering clearance, or add an automated door to eliminate the need for additional clearances.
All permanent rooms (breakrooms, conference rooms, etc.)	Add Braille signage with raise contrasting letters identifying permanent rooms 48-60" above finished floor
3rd Floor	Relocate AED device out of circulation path
3 <sup>rd</sup> Floor Water Fountain	Lower drinking fountain to 27" maximum above finished floor to allow for cane detection
Ground Floor MSO Entrance	Add an automatic push button or reverse hinges to allow 18" maneuvering clearance.

All Stairwells and Exits	Add Braille signage at all exit doors indicating stairs and exit to stairwell
All Stairwells and Exits	Add Braille signage indicating floor number on interior of stairwells
Drinking Fountains	Lower spout location to 36" maximum above finished floor

<b>City Hall Riverfront</b> <i>1 Riverfront Plaza</i>	
All Interior Doors	Adjust door pressure to 5 lbs. or less

<b>Clinton Park</b> <i>500 West 5th Street</i>	
Parking Lot	Convert standard accessible parking space to van accessible space with appropriate signage and access aisle
Playground	Consider installing more accessible ground surface

<b>Community Building</b> <i>115 West 11th Street</i>	
Parking Lot	Designate van accessible space with appropriate signage and access aisle
Accessible Entrance	Extend level ground surface of approach perpendicular to door allowing minimum of 60" maneuvering clearance
	Relocate parking pole adjacent to entrance
	Regrade to level path of travel allowing maximum 1:48 cross-slope
Dance Studio and Cardio Room	Move areas to accessible spaces located throughout facility or provide accessible mean to reach areas
Elevator	Add Braille signage to identify floors throughout building
All Interior Doors	Adjust pressure to 5 lbs. or less
Restrooms and Locker Rooms	Relocate all coat hooks between 15-48" above finished floor
Restrooms	Relocate all accessible toilets so centerline is 16-18" from sidewall
	Widen path of travel to basement men's restroom from sink to wall to 36" minimum
	Relocate dispenser to 12" minimum above or 1.5" minimum below side grab bar in men's and women's basement restrooms
	Relocate hand dryer to 44" maximum above sink or 48" maximum on sidewall in men's main level restroom
	Install self-closing hardware on all accessible bathroom stall doors
Stairwells and Exits	Add Braille signage to all stairwell and exit doors, including floor number signage on interior stairwell doors

<b>Community Health Facility</b> <i>200 Maine Street</i>	
Restrooms	Adjust door pressure to 5 lbs. or less
	Insulate pipes in first-floor women's restroom to protect from potential hazards
Stair Entrances	Relocate braille signage to latch side of door on 1st-3rd floors
2nd Floor Meeting Room	Add Braille signage located on right side of double doors identifying meeting room

<b>Dad Perry Park 1200 Monterey Way</b>	
East Side Parking Lot	Add one additional standard accessible parking space
	Mark current accessible space with van accessible signage
East Side sidewalk leading to restrooms from shelter	Replace with sidewalk with 2% or less cross-slope
East Side Restrooms	Relocate mirrors to 40" maximum directly above sinks or add additional mirror elsewhere at 35" maximum above finished floor
	Relocate coat hook in women's restroom between 15-48" above finished floor
	Add self-closing door hinges
West Side Parking Lot	Add three additional accessible parking spaces, one of which will be van accessible, all with appropriate signage, and access aisles
Curbs North of Basketball Courts	Replace curb ramps with running slope less than 8.3%
	Replace sidewalk connecting two curb ramps with sidewalk that has less than 2% cross slope
West Side Restrooms	Relocate signage to 48-60" above finished floor
	Lower soap dispensers to 44" maximum above sink.
	Relocate the toilet paper dispenser to minimum of 1.5" below side handrail or 12" minimum above handrail
West Side Sidewalk Near Restrooms	Replace sidewalk that connects two curb ramps with sidewalk that has less than 2% cross slope
West Side Playground	Add compliant transfer platform
	Add one compliant ground level play component

<b>Hobbs Park 702 East 11th Street</b>	
Parking Lots	Add one van accessible space to each lot (east side of grandstands and near playground) with appropriate signage and access aisle
Grandstands	Add accessible seating and accessible route to seating
Playground	Consider installing more accessible ground surface

<b>Lawrence Regional Airport Terminal 1930 Airport Road</b>	
Parking Lot	Reconfigure lot to provide van accessible parking space
	Resurface curb ramp to provide firm surface and clear path of travel
All Interior Doors	Adjust pressure to 5 lbs. or less
Restrooms, Conference Room, Exits	Add Braille signage with raised contrasting characters 48-60" above finished floor identifying permanent rooms and stairs
(Standalone ADA Restroom is underway)	Reconfigure accessible stalls to 60" wide (current depth is acceptable)
	Insulate pipes to protect from potential hazards
	Relocate accessible toilets so centerline is 16-18" from sidewall
	Relocate coat hooks 15-48" above finished floor
	Reconfigure grab bars to extend 24" minimum from centerline on open side of toilet
	Remove object directly above handrails preventing individual from grabbing handrail

Drinking Fountain	Install accessible fountain allowing clear floor space for forward approach
All Interior Exit Doors	Add Braille signage indicating exit

<b>Lawrence Public Library</b> 707 Vermont Street	
Restrooms	Adjust door pressure to 5 lbs. or less
	Remove permanent step stool and replace with movable stool

<b>Lyons Park</b> 700 North Lyons Street	
Parking Lot at Softball Fields	Add two standard accessible spaces and one van accessible space with appropriate signage and access aisles
Restrooms	Relocate rear and side grab bars (rear: 36" long minimum extending from centerline of toilet 12" minimum on one side and 24" on other; side: 42" long minimum located 12" maximum from rear wall extending 54" minimum from rear wall)
Parking Lot at Playground	Add one standard accessible space and one van accessible space with appropriate signage and access aisles
Playground	Level area around playground
	Consider installing more accessible ground surface
	Add one compliant ground level play component

<b>Mutt Run Dog Park</b> 1100 East 902 Road	
Parking Lot	Designate one van accessible parking space with appropriate signage and access aisle that leads to main sidewalks
Restroom	Replace with accessible restroom

<b>Senior Resource Center</b> 745 Vermont Street	
Restrooms	Adjust door pressure to 5 lbs. or less
Permanent Room and Exits	Add Braille signage throughout building indicating permanent rooms.

<b>Veterans Park</b> 19th Street & Ohio Street	
Parking Lot	Repaint accessible space and access aisle
	Add van accessible signage to old parking space in center of lot on east side of park
West Entrance to Tennis Courts	Regrade or bevel entrance area to allow safe and accessible path of travel similar to path on east side

<b>Water Tower Park</b> 1648 Stratford Road	
Route	Add accessible route to playground area

<b>Youth Sports Complex 4911 West 27th Street</b>	
Restrooms	Reconfigure concessions stands restroom entrance to allow for appropriate maneuvering space if/when significant remodel occurs, or add an automated door.
Restrooms	Relocate soap dispenser to 48" maximum above finished floor in concessions stand restrooms
	Relocate mirrors to 40" maximum directly above sinks or add additional mirror elsewhere at 35" maximum above finished floor
	Relocate coat hook between 15-48" above finished floor in women's concessions stand restroom
	Install self-closing door hinges to concessions stand restrooms
	Add Braille signage 48-60" above finished floor on latch side of door at southeast accessible restroom
	Relocate toilet paper dispenser 12" minimum above or 1.5" minimum below side grab bar in southeast accessible restroom
	Lower soap dispenser to 44" maximum above finished floor
	Add Braille signage to all restrooms throughout complex

## Tier 2 Facilities

<b>Carnegie Building 200 West 9th Street</b>	
Parking Lot	Reconfigure lot to include one van accessible parking space with either an 11-foot space with 5-foot access aisle or an 8-foot space with an 8-foot access aisle
All Interior Doors	Adjust pressure to 5 lbs. or less
First Floor Permanent Rooms	Add Braille signage indicating permanent rooms (Heritage Room, West Gallery, East Gallery, Conference Room)
South Restrooms	Add signage indicating accessible restrooms located on upper level on North side
Lower-Level Entrance	Relocate bench to area that allows 30" x 48" of clear floor space at end
Restrooms	Relocate coat hooks to 15-48" above finished floor
Lower-Level Restrooms	Install self-closing hardware on stalls

<b>Clinton Lake Softball Complex 5101 Speicher Road</b>	
Parking Lot	Create accessible curb ramps connecting access aisles to accessible route
	Add two van accessible signs in spaces that meet spacing requirements of 11-foot space with 5-foot access aisle or 8-foot space with 8-foot access aisle
Restrooms	Lower operable part of soap dispenser to 48" maximum above finished floor
	Relocate mirrors to 40" maximum directly above sinks or add additional mirror elsewhere at 35" maximum above finished floor
	Relocate coat hook to between 15-48" above finished floor
	Add self-closing door hinges
	Relocate men's restroom side grab bar to extend 54" from rear wall
Playground	Add one compliant ground level play component

<b>East Lawrence Recreation Center 1245 East 15th Street</b>	
Parking Lot	Raise signage for accessible parking to 60" minimum above ground
All Interior Doors	Adjust pressure to 5 lbs. or less
Men's Shower Room	Lower hand dryer to 48" maximum above finished floor
Restrooms	Relocate accessible toilets so centerline is 16-18" from sidewall (only required of altering or remodeling toilet compartments)
	Install self-closing hardware on all accessible stall doors
Locker Rooms	Reconfigure bench to allow 30" x 48" clear space at the end of the bench
	Replace bench with one with depth of 20-24"

<b>Fire Station #1 746 Kentucky Street</b>	
Service Counter at Kentucky St. Entrance	Lower counter to 36" maximum height or create accessible portion of counter for a parallel approach
Accessible Restroom on 1st Floor	Adjust door pressure to 5 lbs. or less
1st Floor Training Room	Add Braille signage on latch side of door 48-60" above finished floor at entrance

<b>Fire Station #2 2128 Harper Street</b>	
Accessible Restroom Near Entrance	Insulate pipes to protect from potential hazards
Locker Room and Dorm Area Doors	Adjust pressure to 5 lbs. or less

<b>Fire Station #3 3708 West 6th Street</b>	
Accessible Restroom in Main Hallway	Adjust door pressure to 5 lbs. or less
Women's Locker Room	Relocate rear grab bar to extend 12" minimum from centerline of toilet toward side wall and side grab bar to extend 54" minimum from rear wall
	Reconfigure accessible stall to 60" wide minimum and 56" deep minimum for wall-hung water closets or 59" deep minimum for floor-mounted water closets

<b>Fire Station #4 2121 Wakarusa Drive</b>	
Accessible Restroom	Add Braille signage indicating accessible restroom
	Adjust door pressure to 5 lbs. or less
	Relocate mirrors to 40" maximum above finished floor above sinks or add additional mirror elsewhere at 35" maximum above finished floor
	Relocate side grab bar to extend 54" minimum from back wall

<b>Fire Station #5 1911 Stewart Avenue</b>	
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Parking Lot on East Side of Administration Building	Add van accessible parking space with appropriate signage and access aisle
Parking Lot on West Side at Jayhawk Conference Room Entrance	Shift parking space over to ensure no obstructions to any portion of curb ramp from access aisle
Accessible Restrooms in Administration Building	Adjust door pressure to 5 lbs. or less
Accessible Restrooms	Relocate mirrors to 40" maximum directly above sinks or add additional mirror elsewhere at 35" maximum above finished floor
	Insulate pipes in women's restroom to protect from potential hazards

<b>Indoor Aquatic Center 4706 Overland Drive</b>	
Parking Lot	Raise accessible parking signage to 60" minimum above ground
All Interior Doors	Adjust pressure to 5 lbs. or less
Mezzanine	Designate minimum of two wheelchair spaces and two companion spaces along bleachers
Locker Rooms	Install compliant portion of bench (positioned at end of bench seat and parallel to short axis of bench or 42" long minimum x 20-24" deep)
	Relocate all coat hooks between 15-48" above finished floor
	Lower side and rear wall grab bars to 33-36" above finished floor
	Relocate toilet paper dispenser in men's restroom to minimum of 1.5" below side handrail or 12" minimum above handrail
Restrooms	Relocate all coat hooks between 15-48" above finished floor
	Install self-closing hardware to all accessible stall doors
Second Floor Employee Restroom	Lower side and rear wall grab bars to 33-36" above finished floor
Accessible Shower Compartment	Replace temporary shower seat with fixed seat mounted on wall for greater stability
Lap Pool	Replace door hardware at entrance with hardware that can be operated without grasping, pinching or twisting of wrist
	Remove hydraulic water line from clear deck space opposite of chair lift
	Add removable or folding armrest to pool lift chair
	Allow minimum 36" wide path of travel around exterior of pool (currently blocked where bleachers and lifeguard tower meet)
Leisure Pool	Add additional accessible entrance, e.g., stairs, pool lift or transfer platform (two accessible options needed for size of pool, currently only zero-grade entry)

<b>Kansas River Wastewater Treatment Plant 1400 East 8th Street</b>	
Drinking Fountain	Lower spout height to 36" maximum above finished floor
Restrooms	Relocate signage for men's restroom to latch side if space allows
	Insulate pipes to protect from potential hazards
	Lower paper towel dispenser in men's restroom to 48" maximum above finished floor above sinks

	Relocate mirrors to 40" maximum directly above sinks or add additional mirror elsewhere at 35" maximum above finished floor
	Relocate rear grab bar to extent 24" minimum on open side
	Add self-closing hardware to stall doors
	Lower coat hooks to 48" maximum above finished floor
All Interior Doors	Adjust pressure to 5 lbs. or less

<b>Lawrence Arts Center</b> 940 New Hampshire Street	
Restrooms	Relocate dispensers 12" maximum above or 1.5" minimum below side grab bar
	Replace rear wall grab bar in 1st floor women's restroom to 36" long minimum and extend from centerline of toilet 12" minimum on one side and 24" maximum on other
1st Floor Theater Entrance	Add Braille signage 48-60" above finished floor on right side of double door indicating theater entrance

<b>Outdoor Aquatic Center</b> 727 Kentucky Street	
Entrance	Add signage identifying accessible entrance and route
Accessible Signage Throughout Facility	Move to latch side of door and not directly on door
Staff Restroom/Dressing Room	Lower side and rear grab bars to 33-36" above finished floor
	Relocate dispenser to 12" minimum above or 1/5" minimum below side grab bar
Sinks Throughout the Facility	Insulate pipes to protect from potential hazards
All Interior Doors	Adjust pressure to 5 lbs. or less
Service Windows at First Aid and Office	Install minimum of one service counter at 36" maximum
Pool Area Restrooms	Relocate dispenser to 12" minimum above or 1/5" minimum below side grab bar
	Raise current toilets or install new toilets that are 17"-19" above finished floor
	Lower side and rear grab bars to 33-36" above finished floor
Locker Rooms	Install section of benches that meet accessibility requirements
	Lower side and rear grab bars to 33-36" above finished floor
	Reposition rear grab bar to extend 24" minimum on open side of toilet

<b>Parks and Recreation Administration Building</b> 1141 Massachusetts Street	
Restrooms	Adjust door pressure to 5 lbs. or less
	Relocate side wall grab bar to 12" from rear wall to extend 54"
	Relocate toilet paper dispenser to 7-9" from front of toilet to centerline of dispenser
	Relocate mirrors to 40" maximum directly above sinks or add additional mirror elsewhere at 35" maximum above finished floor
	Move items from in front of toilet of women's restroom

Conference Room	Add Braille signage with raised contrasting characters 48-60" above finished floor identifying conference room
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**Prairie Park 2711 Kensington Road**

Parking Lot	Add appropriate signage to all accessible spaces
	Convert one standard accessible space to van accessible with appropriate signage and access aisle
Restrooms	Relocate rear and side grab bars (rear: 36" long minimum extending from centerline of toilet 12" minimum on one side and 24" on other; side: 42" long minimum located 12" maximum from rear wall extending 54" minimum from rear wall)
	Relocate toilet paper dispenser in men's restroom 1.5" minimum below handrail or 12" minimum above
	Relocate coat hooks between 15-48" above finished floor
Playground	Smooth out, bevel or replace portion of sidewalk leading to playground area
	Consider installing more accessible ground surface
Shelter House	Relocate information station between 15-48" above finished floor

**Prairie Park Nature Center 2730 Harper Street**

Parking Lot	Reconfigure van accessible parking space with either an 11-foot space with 5-foot access aisle or an 8-foot space with an 8-foot access aisle
	Regrade running slope of curb ramp to maximum of 8.3%
Circulation Path	Reconfigure exhibits to allow 36" wide circulation path
Interior Rooms	Relocate Braille signage to wall on latch side of door
Main Area	Lower counter height to maximum 36"
Restrooms	Insulate pipes to protect from potential hazards
	Reconfigure accessible stalls to 60" wide
	Relocate stall grab bars to 33-36" above finished floor
	Install self-closing hardware to all accessible stall doors
	Relocate trash receptacle in men's restroom to allow access
Drinking Fountain	Remove step stool to provide clear floor space
Emergency Systems	Replace current fire alarms with flashing and audible signal alarms

**South Park 1141 Massachusetts Street**

	No barriers identified
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**Walnut Park 211 North 4th Street**

Route	Add accessible route to playground area
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**Willow Domestic Violence Center 1920 Moodie Road**

Parking Lot	Designate van accessible space with proper signage and access aisle
	Resurface and patch potholes in parking lot

	Resurface curb ramp and sidewalk leading to main entrance
Lobby	Provide accessible portion of counter space that allows knee/toe clearance
Hallway Leading to Restroom	Remove chair and fire extinguisher from path of travel
Restrooms	Add Braille signage 48-60" above finished floor on latch side of door
	Relocate rear wall grab bar to 36" long minimum extending from centerline of toilet 12" minimum on one side and 24" minimum on other
	Insulate pipes to protect from potential hazards
	Reposition mirror in office restroom on sidewall to 35" maximum above finished floor
All Exit Doors	Add Braille signage 48-60" above finished floor on latch side of door

### Tier 3 Facilities

<b>Brook Creek Park</b> 1300 Brook Street	
Restrooms	Add Braille signage 48-60" above finished ground
	Add complying grab bars along rear and side walls
Playground	Add transfer platform or transfer steps to larger piece of equipment
	Consider installing more accessible ground surface

<b>Burroughs Creek Park</b> 900 East 15th Street	
Parking Lot	Add one van accessible space with appropriate signage and access aisle

<b>Centennial Park</b> 600 Rockledge Road	
East Side Parking Lot	Add van accessible signage 60" minimum above ground
	Raise current accessible signage to 60" minimum above ground
East Side	Lower drinking fountain to maximum 27" to allow for cane detection
West Side Restrooms	Insulate pipes to protect from potential hazards

<b>Chaparral Park</b> 2700 Ponderosa Drive	
Route	Create accessible route from existing sidewalk to playground area

<b>Chief Jim McSwain Park</b> 1941 Haskell Avenue	
Route	Create accessible route from parking lot to shelter and playground area

<b>Clinton Water Treatment Plant</b> 2101 Wakarusa Drive	
Parking Lot	Add one van accessible space with appropriate signage and access aisle
	Move curb cut to accessible location when accessible space is in use
Drinking Fountain	Lower spout location to 36" maximum above finished floor
Restrooms	Add Braille signage at entrances
	Adjust door pressure to 5 lbs. or less

	Insulate pipes to protect from potential hazards
	Relocate mirrors to 40" maximum directly above sinks or add additional mirror elsewhere at 35" maximum above finished floor
	Lower paper towel and soap dispensers to 48" maximum above sink
	Reconfigure restrooms to accommodate size requirements for wheelchair-accessible stall

<b>Constant Park</b> 230 West 6th Street	
Parking Lot	Convert accessible space into van-accessible space with appropriate signage and access aisle

<b>Deerfield Park</b> 2800 Princeton Boulevard	
Parking Lot	Add one van accessible space with appropriate signage and access aisle
	Construct accessible curb ramp and route connecting to designated access aisle

<b>Eagle Bend Golf Course</b> 1250 East 902 Road	
Parking Lot	Clear bushes around accessible signage for greater visibility
	Move signage to minimum of 60" above ground
Pro Shop Counter	Reconstruct/resurface curb ramp leading to pro shop
	Construct portion of counter compliant with parallel or forward approach
	Ramp approach from door to patio area
Restrooms	Add Braille signage 48-60" above finished floor on latch side of door or nearest wall if latch side lacks space
	Relocate mirrors to 40" maximum directly above sinks or add additional mirror elsewhere at 35" maximum above finished floor
	Replace sink in men's restroom in concession area to allow wheelchair to roll under
	Reconfigure women's restroom in concession area to one large accessible stall
All Interior Doors	Adjust pressure to 5 lbs. or less

<b>Fire Investigation</b> 1839 Massachusetts Street	
	Building is employee-only work area with no public access
	No accessible parking identified
	Employee work area located on 2nd floor with no accessible stairs

<b>Hand Park</b> 1040 Home Circle	
	No barriers identified

<b>John Taylor Park</b> 200 North 7th Street	
Parking Lot	Add one van accessible space with appropriate signage and access aisle

Accessible Route	Add accessible route to swings and basketball court
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<b>Kaw River Water Treatment Plant</b> <i>720 West 3rd Street</i>	
Parking Lot	Convert standard accessible parking space to van accessible space with appropriate signage and access aisle
Ramp	Bevel or grind panel that has shifted up at start of wheelchair ramp
Restroom	Create accessible restroom on top floor of building or create access to lower level
Drinking Fountain	Lower spout location to 36" maximum above finished floor
Conference Room	Correct ramp slope leading to conference room or relocate conference room
Lower Level (Employee Only)	Area not assessed due to lack of access

<b>Outlet Park</b> <i>1100 East 902 Road</i>	
Parking Lot	Add one van accessible space with appropriate signage and access aisle
Path to Restroom Near Shelter	Bevel vertical edge or re-level segment of sidewalk
Path to Playground	Add accessible route to playground area

<b>Park Hill Park #1</b> <i>500 Oklahoma Street</i>	
Route	Add accessible route to playground area and basketball court

<b>Peterson Park</b> <i>2250 Peterson Road</i>	
Route	Add accessible route to playground area

<b>Police Training Facility</b> <i>4820 Bob Billings</i>	
Parking Lot	Add van accessible space with proper signage and access aisle
	Repaint accessible spaces and add access aisle and curb cut
Restrooms	Insulate pipes to protect from potential hazards
	Reconfigure stalls to accommodate size requirements of wheelchair-accessible stalls
	Adjust door pressure to 5lbs. or less
Drinking Fountain	Raise to 27" minimum above finished floor to allow for clearance

<b>Riverfront Park</b> <i>1594 North 3rd Street</i>	
Parking Lot	Add one van accessible space with appropriate signage and access aisle
Restrooms	Replace porta-potty with accessible model

<b>Sandra Shaw Park</b> <i>110 Maine Street</i>	
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	No barriers identified
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<b>Sesquicentennial Park</b> <i>902 East Road</i>	
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Parking Lot	Add one van accessible space with appropriate signage and access aisle that connects to an accessible route
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<b>Sports Pavilion Lawrence</b> <i>100 Rock Chalk Lane</i>	
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Restrooms & Changing Rooms	Adjust interior door pressure to 5 lbs. or less on 1st floor family restroom and three changing rooms located by weight room
	Relocate toilet paper dispenser to 12" minimum above or 1.5" minimum below side grab bar
Ground Level East Side	Relocate AED to left side of drinking fountain
Ground Level West Side	Relocate fire extinguishers in hallway out of path of circulation

<b>Union Pacific Depot</b> <i>402 North 2nd Street</i>	
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Parking Lot	Designate van accessible space with proper signage and access aisle
	Raise all accessible parking signage to 60" minimum above ground
Main Entrance	Replace or raise bricks that are depressed or have deformities to prevent tripping hazards in accessible route to main entrance
Kitchen Area	Remove horizontal bar from under sink to allow knee/toe clearance
Employee Only Area	Relocate Braille signage 48-60" above finished floor on right side of double door
Restrooms	Relocate toilet paper dispenser 12" minimum above or 1.5" below side grab bar
	Install self-closing hardware to all accessible stall doors
	Insulate pipes to protect from potential hazards in women's restroom

<b>Wakarusa Wastewater Treatment Plant</b> <i>2300 East 41st Street</i>	
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Restroom and Locker Rooms	Adjust door pressure to 5 lbs. or less
	Insulate pipes to protect from potential hazards

<b>Watson Park</b> <i>727 Kentucky Street</i>	
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Basketball Court	Create accessible route to basketball court area
Small Playground Area	Patch holes in playground surface to prevent tripping hazards

## Appendix D: City Accessibility Survey Results

Survey Results are available in an interactive online dashboard at [lawrenceks.org/access/2020-survey-results/](http://lawrenceks.org/access/2020-survey-results/).

### Check all that apply

I am a person with a disability.	50.0%
I am a family member, friend or caregiver of a person with a disability.	28.6%
I am a merchant or businessperson.	7.1%
I am a resident of Lawrence.	71.4%
I am employed within the City of Lawrence.	14.3%

### How often do you visit or access any City-owned facility or building (City Hall, Library, Municipal Court, Recreation Centers, etc.)?

Daily	14.3%
Weekly	35.7%
Monthly	28.6%
Multiple Times a Year	21.4%

### How do you travel to City-owned facilities or buildings?

Bus	7.1%
Personal Vehicle	42.9%
Bike	7.1%
Walk	14.3%
Ride-Share Service	7.1%
Other	21.4%

(If Other, please specify)

- Senior Wheels

### Have you encountered any barriers to accessing any City-owned facility or building? If so, please describe the situation below.

- My disability has to do with walking even short distances. Accessing City Hall would be difficult so I do it all online. Same with the Public Library and have used their curbside pickup service for household items
- Parking and distance
- Distance. The big facilities I want to use are on the west end of town and I live on the east end. Not great when kids want to do swimming when the outdoor pool is closed or take a gymnastics class for older kids at the sports pavilion.
- Disabled parking is often a long way from the door...as at the East Lawrence Center. If it is raining or oppressively hot, the accessible parking is farther from the building and has no protection from the elements. The spaces nearest the building do not offer a curb cut, but are not always available for persons without rolling transportation into the building. While curb cuts are necessary for wheelchairs and scooters, they are dangerous for persons with knee issues. One step up is safer than a ramp.
- Most places are good. When there is not an electric door button, opening doors can be a challenge.
- Some elevators have mechanical issues.

- Rock Chalk Park for craft shows. My mom is in a wheelchair and there is never enough handicap parking near entrance, so I pull up to curb by front door unload wheelchair, help her in the chair, wheel her in (she is not able to wheel herself), leave her for a long time to go find parking, walk all the way back (I do not mind walking just the time it takes when I have my mom), at this point she has sat in her chair that she is not comfortable in and we rush through the craft show because she can only last so long. I do love the accessible entry doors and the large elevator though!
- No. Have appreciated that the city has embraced accessibility for more than 20 years.
- Yes. Access to city hall is difficult. There's no place for a vehicle to pull up. The slope of the sidewalk is very steep - even up to the front door. There are no railings. There is no landing.
- It is difficult to approach city hall through ice
- hard to gain access information
- The lips of some of the curbs are too high for wheelchair users to get onto without help
- North Lawrence not easily accessible to those with wheelchairs.

**Do City facilities offer adequate wayfinding signage?**

Yes	83.7%
No	16.7%

(If No, please specify)

- I have no idea what the signage seeks to convey as accessible
- I am not sure yes is accurate all the time, but there is usually friendly staff around to point you in the right direction.
- Faded street markings create a traffic hazard
- Many businesses do not clearly identify the accessible entrance at the main entrance, if these are not the same. In addition, many need to clearly identify the location of elevators, ways to get to another ramp if not easy to see (e.g., ramp), and accessible restrooms, water fountains.
- I am legally blind, so finding someone to ask is not always easy.
- Buildings, yes. Nature trails, no.
- City Hall

**Do you participate in any City programs or activities? (e.g., Parks and Recreation programs, City Commission meetings, advisory boards, etc.)**

Yes	69.2%
No	30.8%

**Have you encountered any barriers to participating in a City program or activity?**

Yes	41.7%
No	58.3%

(If yes, please specify)

- Assuming the Arts Center would be included. In the past I was able to park in the garage and walk to classes or events at LAC. I doubt I could still do that

- Parking and seating. Often you park farther away from an entrance and then when you finally do get into the building, there is not a place to sit and rest your knees or back or feet unless you go to the bathroom.
- Again, I do not sign my mother up for any classes to do with me because limited parking of handicap spaces so the amount of time it would take for example: I do yoga at the community building the elevator is so small that to fit a wheelchair and other people in it means there is a wait time for that elevator and even the limited handicap parking, and location of that to the elevator.
- Last year, there was a civil rights poster display that was moved to an inaccessible space. Particularly problematic given the topic!
- City Hall is not very physically accessible.

**Do you use a wheelchair?**

Yes – Manual	14.3%
Yes - Electric	7.1%
No	78.6%

**Do you use a walker, cane or crutches?**

Yes – Always	14.3%
Sometimes	21.4%
No	64.3%

**Do you have partial sight, low vision or blindness?**

Yes	7.7%
No	92.3%

**Do you have impaired hearing?**

Yes	7.1%
No	92.9%

**Do you have a cognitive or mental health disability?**

Yes	7.1%
No	92.9%

**Which of the situations listed below make it most difficult for you to navigate a sidewalk and curb ramp?**

Select your top three choices.

Sidewalk/ramp is too narrow	15.4%
Sidewalk is in disrepair	69.2%
No sidewalk	53.8%
No curb ramp where one is needed	38.5%
Overgrown plants	15.4%
Moveable objects blocking the way (e.g., car or newspaper box)	38.5%

Curb ramp is too steep	15.4%
Curb ramp has a slippery surface	15.4%
Bumpy transition at top and/or bottom of the curb ramp	15.4%

**Which of the situations listed below make it the most difficult to navigate a traffic signal?**

Not enough audible crossing information for persons with visual impairment	15.4%
Crosswalk timer too short to cross the street	69.2%
No pedestrian signal	15.4%

**Which of the destinations below are most important to fix for increased accessibility? Select your top three choices.**

City Hall	38.5%
Bus stops	61.5%
Recreation centers	46.2%
Parks	7.7%
Downtown sidewalks and crosswalks	61.5%
Library	15.4%

**Is there an area of town you feel has great accessibility? For example: Good bus stops, curb-cuts, sidewalks, audible crosswalks, accessible facilities, etc.**

- Outside of general sidewalk disrepair and potholes, the City has very good accessibility. There is an over-abundance of ADA vehicle parking that goes unused. However, I know this is a federal requirement.
- Everywhere in the city has excellent accessibility.
- Downtown
- Areas/ buildings with newer construction, paved walking paths
- The library and the Senior Resource Center are accessible except there's no reasonable path from the bus stops.
- I think Mass. has mostly good accessibility, but audible crosswalks would be good.
- Rock Chalk Park, Nature Center/ Mary's Lake Its hit & miss but usually correlates with where the City Commission chooses to spend dollars.
- There are several uneven areas in the East side of 800 Massachusetts where people have tripped.
- Accessible facilities and the TLift
- South Park
- I think downtown sidewalks are great!
- Downtown parking and sidewalks.
- West Lawrence
- New construction on and around W. 6th Street. Downtown, in general. Except for the bricks used in many crosswalks and other areas that are domed rather than flat. What was the thinking in choosing those? Topeka did a much better job if the City is obsessed with brick. There's room for improvement. See comment in next section.
- Rock Chalk Park

**Is there an area of town you feel has poor accessibility? For example: insufficient bus stops, insufficient/poor curb-cuts, insufficient/poor sidewalks, no audible crosswalks, inaccessible facilities, etc.**

- East and North Lawrence
- Many bus stops only have chairs that people have fished out of the trash. As a citizen, it's embarrassing!
- Bus stops should have decent benches provided by the city. The shelters were nice. It's unfortunate that we lost the shelters because a few people vandalized them.
- I'm not worried about sidewalks. I can't use enough length of them to make it anywhere. It's about 4 blocks to a bus stop and there are sidewalks, but I'd never be able to make it to the stop because I can't walk that far all at once. I think downtown is awful. There are so many outside dining areas (even pre-covid) that with the sidewalk traffic and rude people, I have often been run into the fences and the planters and the drains. I haven't been downtown for anything lately because I cannot get to where I need to go. There isn't sufficient disabled parking to be reasonably assured that you can make it to your destination if you go downtown. I used to love downtown, but it's absolutely no fun anymore.
- City of Lawrence does a poor job in limiting duration of (City or contractor) street repairs and oversight in signage and safety through the work zones. Too many times parts of streets are closed where no active work is being performed for days or weeks. Many work zones are poorly - or incorrectly - signed or have significant edge drop-offs or other hazards. These open up the City to potential lawsuits that cost taxpayer dollars.
- I'm not aware of any audible crosswalks in Lawrence, like there are in Topeka. My blind friend lives in an apartment with water paid, so she gets no city communication. I don't know how accessible the city websites are to the blind (JAWS friendly). A question above suggested that there might be inadequate audible crossing information for hearing impaired people. That demonstrates an utter lack of understanding on the part of the survey writer!
- Downtown is the worst, I love Downtown Lawrence but my mother cannot enjoy most shops and restaurants, sidewalks are in disrepair not easily accessible through the back parking lots which are easier to access handicap spots.
- Old West Lawrence
- The city of Lawrence is a perfect sanctuary city. Good luck to you liberals I'm moving. Tired being ass raped for taxes without representation, don't wish to live with your socialist government for liberals only.
- Downtown Massachusetts St. - many inaccessible entrances and venues that are difficult to navigate. Hilly streets near campus, e.g. Mississippi St. (not sure if this fixable -or if alternate routes need to be more visibly posted via wayfinding system)
- Downtown businesses. Steps, poor sidewalks, heavy doors.
- In general many neighborhoods could improve their sidewalks. People with strollers or wheelchairs often have to use the street.
- Sidewalks in many places are treacherous, but I know responsibility for fixing them is controversial. Also, I cross often at Kentucky and 6th, and I often feel I am taking my life in my hands because if I'm standing on the south side of 6th, cars often pay no attention to me. They just turn right on the red light without even looking to see if there are pedestrians, even though a sign tells them they cannot turn if pedestrians are present. This would be especially dangerous for a person with a disability.
- East Lawrence Sidewalks
- Poor sidewalks and poor curb-cuts
- Barker: few sidewalks making it difficult to go from house to Mass Street or house to Burroughs path.

- While I understand most of the incidents occur involving sidewalks that stop in front of private residences or no warning, makes it difficult to get to destinations. Mandate sidewalks!
- North Lawrence and Iowa
- Older parts of town, where the sidewalk is in disrepair. East Lawrence or North Lawrence where there is little sidewalk at all.
- Not enough handicap parking downtown, no benches for bus stops (for resting after long walks sometimes necessary) or easy to move on surfaces at bus stop, sometimes the lights are too short to cross in time, some sidewalks have major degrees of unevenness which are due to disrepair or it is an ally (maybe it would help coloring those bright colors to signal a change in elevation but this would only help individuals who can see)
- All of the bus route needs better accommodations including benches and shelters. Most bus stops have crumbling sidewalks or no sidewalks where the bus stops - this makes it nearly impossible for someone needing the stability provided by a sidewalk to enter the bus. Buses use digital signs on the front and side of the bus - but more often than not the sign is out of service - impossible to read for the sighted. Also, buses do not have a route indicator on the rear of the bus to indicate to a rider coming from behind the bus, which route the bus services. Most bus stops do not have lighting - which in the dark (early AM or PM) makes for a dangerous situation - not only do bus drivers have difficulty seeing passengers, but makes it dangerous for riders.
- Crosswalks throughout town are too short to fully cross the street with any physical impairment that slows one down.
- Bus stops don't have places to sit for individuals with mobility impairments
- Pinckney neighborhood
- Because of historic preservation ordinances, the city allows many businesses to have outdoor seating that takes up sidewalk space but does not allow compact entrance ramps, like many other City governments. Unequal treatment, discrimination in my opinion. ATF and Architect Stan Hernly have advocated for changes, to no avail. A larger warm water pool with accessible lift is needed at the Indoor Aquatic Center.

**Do you have any other ADA accessibility concerns for City of Lawrence facilities, services and programs?**

- Original proposal to eliminate most diagonal parking on Mass was a problem. Handicap places are often full or too far from store/restaurant so I frequently use diagonal space. Could not have walked from garages to downtown
- Parks and rec should offer sign language classes so deaf people will have more people to converse with.
- The downtown community center is hard to navigate. Bus stops aren't where I could use them (and the buses take 4 to 5 times as long to get somewhere as it takes to drive sometimes). Downtown is a huge disappointment.
- More assistive doors at city buildings.
- Please consider when someone has to push a wheelchair from the handicap spot they are usually a long way from the entrance or the curb cutouts are so far away and then you have to go back up the sidewalk to get to the entrance.
- Faded or nonexistent lane-turn markings on streets create driver confusion, jeopardizing drivers, cyclists and pedestrians.
- Allowing vehicles to park in bike lanes forces bikers into traffic.
- Ensuring that staff are educated about language use, ways of working with/assisting those with a range of disabilities.