

Guide to Americans with Disabilities Act (ADA) Applications & Regulations



Presented by the County of Nevada, City of Grass Valley,
City of Nevada City, Town of Truckee, NCCA & FREED

Welcome!

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Agenda

- What is ADA?
- Existing Buildings/Facilities
- Completing Tenant Improvements for Your Existing Business/Building
- Barrier Removal
- Historical Buildings & the ADA
- State Senate Bills that Affect You
- Disabled Access Basics
- Helpful Tips
- ADA Information Sources/Tax Incentives
- Questions?



Please keep in mind that this workshop will not go over **EVERY** disabled access requirement but will be a crash course for the basic access requirements that are most commonly encountered.

If you have any specific questions please do not hesitate to ask during or after this workshop.





Goal of the Workshop



Are you affected by the ADA if you are not changing or remodeling your business?

Yes



No



What is the ADA?

The Americans with Disabilities Act (ADA) is a Federal civil rights law that mandates equal opportunity for individuals with disabilities. The ADA prohibits exclusion of people with disabilities from everyday activities.

Law effective date: January 26, 1992



Definitions

Disability:

- A person who has a physical or mental impairment that substantially limits one or more major life activities, a person who has a history or record of such an impairment, or a person who is perceived by others as having such an impairment. The ADA does not specifically name all of the impairments that are covered.



Definitions

Unreasonable Hardship:

- When the applicable enforcing agency finds that compliance with the ADA standards is unfeasible based on an overall evaluation of the following factors:
 - The cost of providing access,
 - The cost of all construction contemplated,
 - Impact of proposed improvements on financial feasibility,
 - Nature of the accessibility gained or lost, and
 - The nature and use of the facility in consideration and its availability to persons with disabilities



Definitions

Technically Infeasible

- Alteration has little likelihood of be accomplished due to existing structural conditions require the removal and/alteration of a load-bearing member that is an essential part of the structural frame **OR** other physical or site constraints prohibit modification for the accessibility features.



Definitions

Readily Achievable:

- Easily accomplishable and able to be carried out without much difficulty or expense.
 - Determining if barrier removal is readily achievable is, by necessity, a case-by-case judgment.



Definitions

Equivalent Facilitation:

- An alternate means of complying with the literal requirements of the ADA standards and specifications that provides equivalent access in terms of the purpose of the ADA standards and specifications.

W



Definitions

CASp:

- CASp is an abbreviation for Certified Access Specialist Program. A CASp is a person that is experienced, trained, and a tested individual who can render opinions as to the compliance of buildings and sites with the State of California codes and regulations and Americans with Disabilities Act (ADA) for accessibility.



Definitions

Safe Harbor:

- A provision of a statute or a regulation that reduces or eliminates a party's liability under the law, on the condition that the party performed its actions in good faith or in compliance with defined standards

Often referred to as "Grandfathered In"

How does this relate to ADA requirements?



Safe Harbor

Elements in facilities built or altered before March 15, 2012 that comply with the 1991 ADA Standards for Accessible Design (1991 Standards) are not required to be modified to specifications in the 2010 Standards.

Example: the 1991 Standards reach range allow 54 inches maximum for side reach. The 2010 Standards requires a maximum 48" reach height.

If a paper towel dispenser was installed prior to March 15, 2012 with the highest operating part at 54 inches, the paper towel dispenser does not need to be lowered to 48 inches. Since the dispenser complies with the 1991 Standards, that Standard provides a "safe harbor."



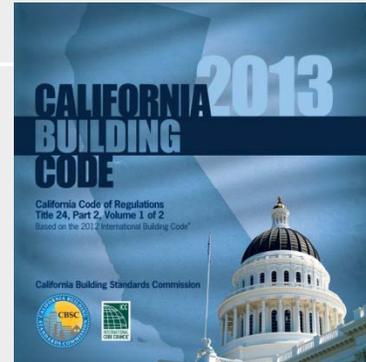
ADA Parts

- Title I – Employment
- Title II – Government Services
- Title III – Public Accommodations
- Title IV – Telecommunications
- Title V – Miscellaneous Provisions

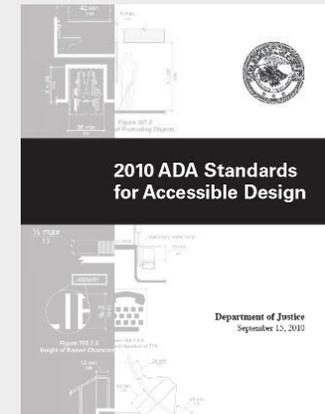


ADA References

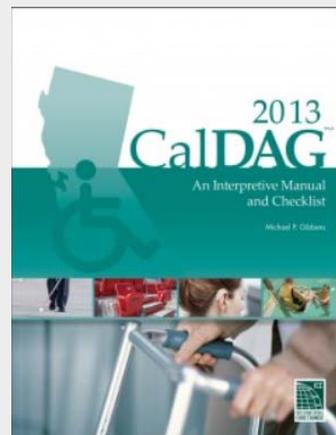
- California Building Code



- 2010 ADA Standards for Accessible Design



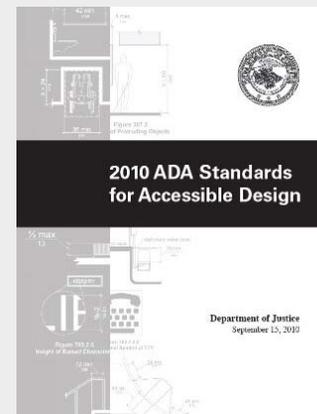
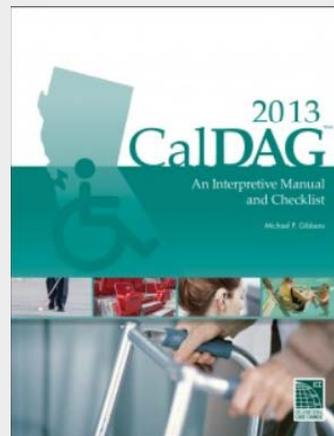
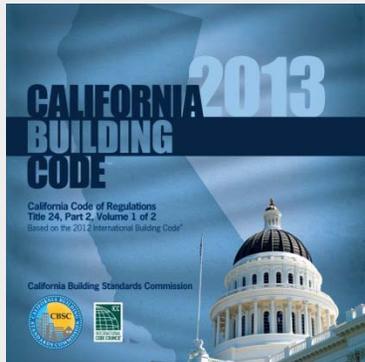
- CaIDAG



ADA References

References are available for **FREE** at:

- Local Building Department
- http://www.ada.gov/2010ADAstandards_index.htm
- <http://www.ecodes.biz/ecodes>



Other Helpful References

- DOJ ADA Update: A Primer for Small Business
- DOJ ADA Readily Achievable Barrier Removal for Parking Spaces
- DOJ Tax Incentives for Businesses
- DOJ ADA Guide for Small Businesses
- ADA Checklist for Existing Facilities
- Commonly Asked Questions about Service Animals in Places of Business
- Top 10 Things About SB 1608
- Summary of Provisions of SB 1186



ADA Regulations for Small Businesses

Private Businesses that provide goods or services to the public

Almost all types of businesses that serve the public are included, regardless of size



Existing Buildings/Facilities



- Full access may not be possible for many businesses based on:
 - Existing Building Structural Constraints
 - Unreasonable Hardship(s)
- Keep in mind that many common access related components can be remediated without much difficulty:
 - Door hardware
 - Door mats
 - Form holders
 - Furniture placement
 - Etc.



Existing Buildings/Facilities

- Physical “Barriers” that are “Readily Achievable” must be removed
- Remember; “Readily Achievable” means easily accomplished without much difficulty or expense.



Existing Buildings/Facilities

The ADA recognizes that economic conditions vary

- Businesses are expected to remove barriers more rapidly when business is good, but when profits are down barrier removal may be delayed
- **Removal of barriers is an ongoing obligation**



Existing Buildings

Whenever an existing building undergoes:

- Renovation
- Structural Repair
- Alteration/Additions

There are requirements to upgrade disabled accessibility components in the existing building related to the area of alteration.

ALL new construction shall comply with minimum disabled accessibility code requirements

Alterations required to meet ADA for over 20 years



Existing Buildings

The following building ADA aspects shall be provided/ upgraded when completing renovations, alterations, etc. serving the area of alteration:

- Primary entrance,
- Primary path of travel to specific area of alteration,
- Sanitary facilities,
- Drinking fountains; and
- Public Telephones

UNLESS.....



Existing Buildings

- The total cost of construction, repairs, etc does not exceed the project valuation threshold of \$147,863 as of 2015
- Cost of ADA upgrades to achieve the compliant primary entrance, path(s) of travel, etc exceeds 20% of the total project cost
- An Unreasonable Hardship is applied for and granted



Existing Buildings

The 20% (*minimum*) of funds spent towards upgrading the existing facility shall be prioritized in the following order:

- An accessible entrance;
- An accessible route to the altered area;
- At least one accessible restroom for each sex;
- Accessible telephones;
- Accessible drinking fountains; and
- When possible, additional accessible elements such as additional parking spaces, storage and alarms

Disproportionate Cost is Tracked for a 3-year Period



Existing Buildings



COUNTY OF NEVADA
COMMUNITY DEVELOPMENT AGENCY
BUILDING DEPARTMENT
950 MAIDU AVENUE, SUITE 170, NEVADA CITY, CA 95959-8617
(530) 265-1222 FAX (530) 265-8794 www.mynevadacounty.com

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Accessibility Worksheet for Existing Nonresidential Building

Job Address _____ Date _____

Project Name _____ Permit Valuation \$ _____

Application No. _____ CBC Occupancy Group _____

Owner _____

Applicant _____

1. Cost of Construction: \$ _____

The **Total Cost of Construction** is the project valuation as verified by the Director of Building. New work that requires accessible features shall be included in the project valuation per CBC Section 11B-202.4.

2. Cost of any alterations to this building within the previous three years: \$ _____

3. Accumulative Total Cost of Construction (add costs in 1 and 2 above): \$ _____

4. Current Valuation Threshold: \$143,303.00 (as of January 1, 2014)

5. When the Total Cost of Construction (item 3 above) exceeds the Current Valuation Threshold (item 4 above) or the tenant/owner will be a government entity (Title II) complete compliance is required. Provide construction documents for the building and site that show complete compliance.

6. When the Total Cost of Construction (item 3 above) does not exceed the Current Valuation Threshold (item 4 above), removal of architectural barriers shall be performed in the order required by CBC 11B-202.4 and apply only to the area of specific alteration. Provide construction documents that clearly show the improvements proposed and the features currently in compliance. Include a cost analysis listing the required 20% to be applied; with the itemized cost of the improvements accordingly.

Print: _____ Signature: _____

Page 2 of 3

Suggested Cost Analysis

Fill in **COSTS** column of the table with dollar amounts for those features that require upgrades. Follow the order shown and continue until the total equals or exceeds the amount referenced in item 6 above (20% of valuation). The cost table shall be reviewed and approved by the Building Division.
Amount from item 6 of the worksheet \$ _____

1 F/P	PRIMARY ENTRANCE TO REMODELED AREA	COSTS
	Door	
	A. Threshold	
	B. Hardware	
	C. Kick plate	
	D. Strike-side clearance	
	E. Auto Closer	
	F. Landing Placard at building entrance	
	G. Tactile Exit Sign	
	H. Other	
	Sub total	\$
2 F/P	PATH OF TRAVEL	
	A. Ramps/Handrails/Landing	
	B. Stairs/Handrails/Landing	
	C. Elevators/Lifts	
	Exit Doors	
	A. Change out door	
	B. Threshold	
	C. Elevators	
	D. Hardware	
	E. Kick plate	
	F. Strike-side clearance	
	G. Signs and Identification (Braille)	
	H. Other	
	Sub total	\$
3 F/P	RESTROOMS SERVING REMODELED AREA	
	A. Enlarge restroom	
	B. Enlarge door(s)	
	C. Strike-side clearance	
	D. Door symbols	
	E. Signs and Identification (Braille)	
	F. Replacement or Relocate plumbing fixtures (specify)	



Existing Buildings

If my construction project exceeds the valuation threshold of \$147,863 does my entire facility and/or building have meet disabled accessibility requirements?

Not a necessity but it is a good idea



Existing Buildings

Exceptions:

- Alterations specifically for improving access
- Barrier Removal
- Altering existing parking lots by resurfacing/restriping
- Projects consisting only of:
 - Heating/Ventilation/Air Conditioning
 - Reroofing
 - Electrical work not involving switches/receptacles
 - Cosmetic work such as painting
 - Installation of office equipment, etc

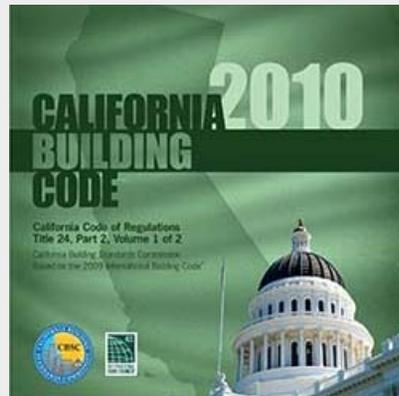


Existing Buildings

Exceptions:

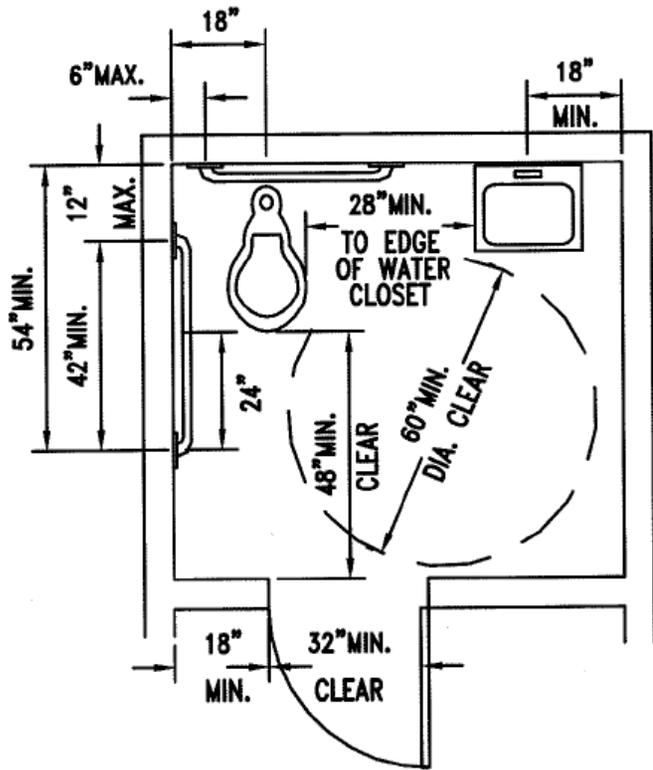
If an item was constructed/altered per the 2010 CA Building Code, the following items are not required to be altered based on the updated standards:

- Primary entrance
- Toilet & bathing facilities serving the area
- Drinking fountains serving the area
- Public telephones serving the area, and
- Signs



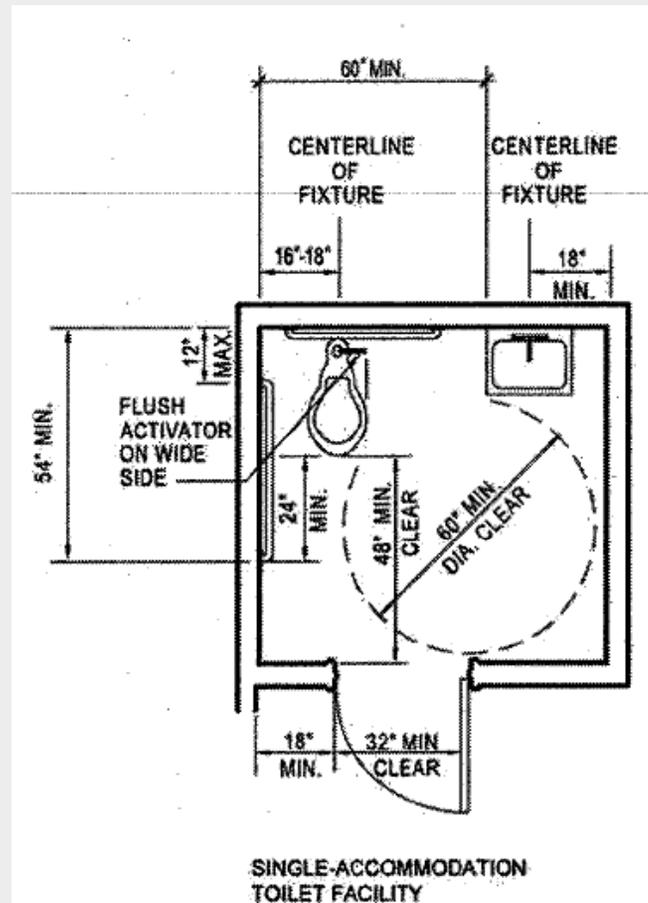
Existing Buildings

Example:



Old Standard

New Standard



Existing Buildings

Exceptions:

Where it is *technically infeasible* in the area of alteration to provide separate toilet facilities for each sex, then the installation of a compliant unisex restroom shall be provided



Barrier Removal

Definition:

- Removal, rearrangement, or modification of objects positioned or structured in a manner that impedes access. Can include rearrangement or removal of furniture or equipment, installation of curb cuts or ramps, or repositioning items such as telephone kiosks or newspaper boxes.



Barrier Removal

Examples:



photo by songa bongga



Barrier Removal

Alternatives may be available using all disabled access standards depending on each specific situation

CBC 1101B.1

*"Departures from particular technical and scoping requirements of this chapter by the use of other designs and technologies are permitted where the alterative design(s) and technologies used will provide **equivalent or greater access** to and usability of the building or facility."*



Barrier Removal

Example:

- 2013 California Building Code Requires sidewalks and similar walks to be 48" in width
- 2010 ADA Standards allow a minimum 36" width

Which requirement provides "greater access"?



2013 CBC VS. 2010 ADA

- Both codes are making an effort to be consistent with each other
- 2013 CBC is pushing to be more consistent with the 2010 ADA Standards due to the standards being a newer code from previous Federal Standards
- 2013 CBC effective on January 1, 2014.



2013 CBC VS. 2010 ADA

Examples of changes in the 2013 CBC:

- Ramps consistent with 2010 ADA
- Parking consistent with 2010 ADA
- “L” shaped grab bars
- Toilet clearances
- Restroom clear floor spaces consistent with 2010

ADA



Historical Buildings



All minimum disability access requirements shall be followed for qualified historical buildings **UNLESS** compliance with the regular code requirements will threaten or destroy the historical significance or character-defining features of the building or property.



Historical Buildings

Alternatives:

The listed alternatives shall be applied on a case-by-case basis.

Documentation shall be provided stating the reasons of the alternate provisions. All documentation shall be retained.



Historical Buildings

Alternatives for Entry:

An alternate compliant ADA entrance may be used if within 200ft of the primary entrance.

Signs shall be provided at the main entrance indicating the location of the accessible entrance

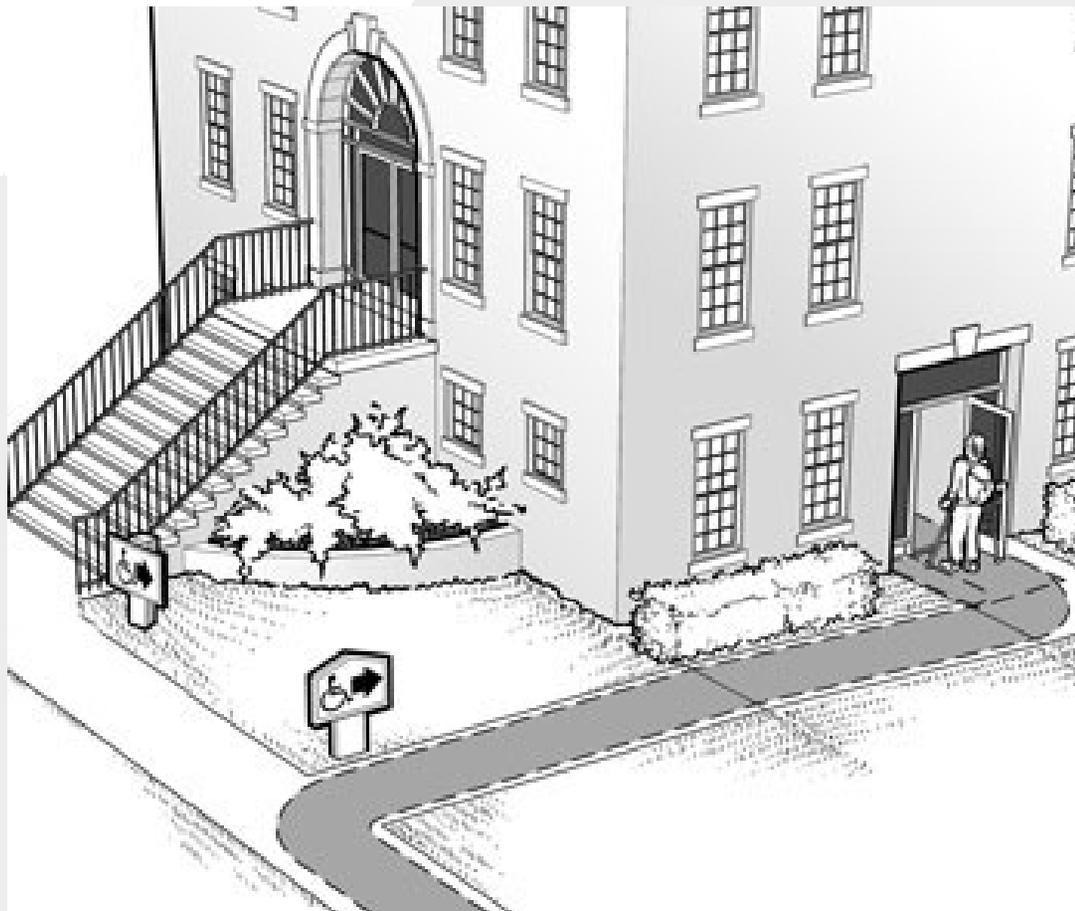


The accessible entrance shall have an occupant notification system.



Historical Buildings

Entry Example:



Historical Buildings

Alternatives for Doors:

- Single-leaf door which provides a minimum 29.5" clear opening
- Double door with one leaf providing a minimum 29.5" clear opening
- Double doors with a power-assist opening device that provides a 29.5" clear opening when both doors are open.



Historical Buildings

Alternatives for Doors:

A power operated door may be considered an equivalent alternative to:

- Level landings
- Strike-side clearances
- Door-opening forces



Historical Buildings

Alternative for Restrooms:

The installation of a compliant unisex restroom may be provided in lieu of separate-gender toilet facilities



Historical Buildings

Alternative for Ramps:

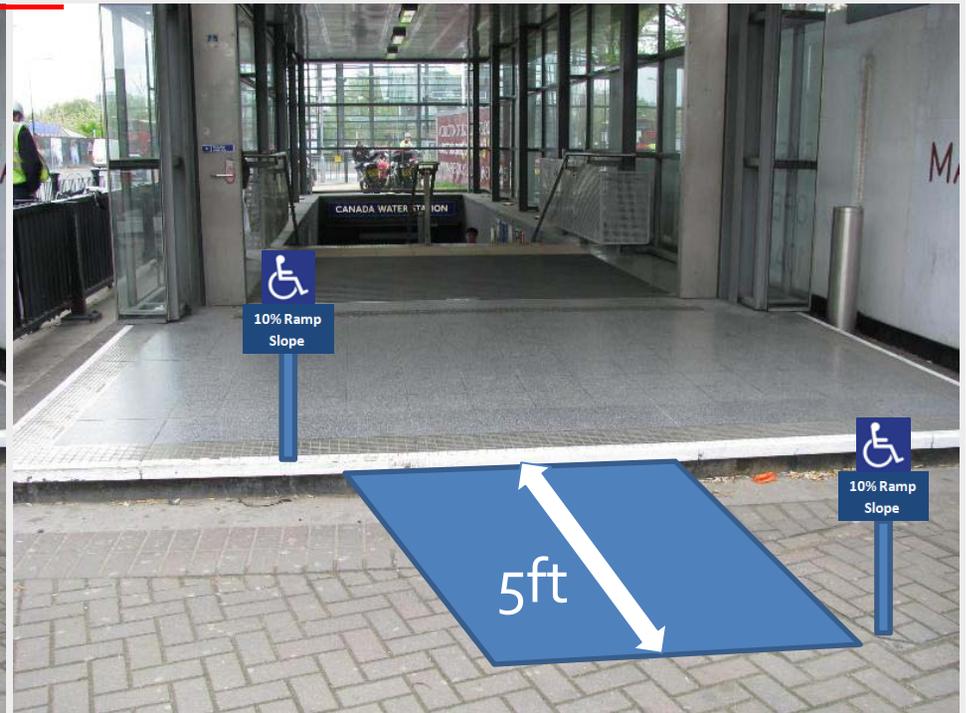
- A ramp of up to a **10%** slope may be allowed for a distance of no more than 5ft.
- A ramp of up to a **16.7%** slope may be allowed for a distance of not more than 13 inches.
- **Signs** shall be posted at the upper and lower levels to indicate the steepness of the slope.



Historical Buildings

Alternative for Ramps (Sample):

OR



State Senate Bills that Affect You!



Summary of Senate Bill 1608

Senate Bill 1608 became effective as of January 1, 2009

- Promotes and increases compliance with state and federal laws that ensure equal access to public accommodations (places of business) for people with disabilities.
- Helps reduce “drive-by” lawsuits that do not result in increased access to places of business
- Provides ways for business owners to ensure that their places of business are accessible



SB 1608

- By July 2010 local building inspection departments will be required to have one Certified Access Specialist (CASp) on staff who will be available to provide consultations on access compliance
- A 17 member commission on Disability Access was created made up of members from the disability and business community. Some of the duties of the commission include:
 - Creating an informational website on disability access
 - Creating a disability access master checklist
 - Evaluating if provisions in SB 1608 are effective
 - Resolve conflicts between state and federal accessibility regulations



SB 1608

WITH THE ESTABLISHMENT OF SB 1608
THE BEST WAY TO AVOID AN ADA
RELATED LAWSUIT IS TO HIRE A
CERTIFIED ACCESS SPECIALIST (CASp)
BEFORE A LAWSUIT IS FILED



Certified Access Specialists (CASp)

- Have been tested and certified by the state as experts in disabled access laws
- Business owners can hire a CASp to inspect their buildings/facilities for ADA compliance
- An inspection report can be obtained from the CASp as proof that they have inspected the building. Without the inspection report business owners will not have proof of inspection
- A new window sign is available for business owners to post showing they are being proactive by having a CASp inspection completed



CASp



All or part of this facility located at

has been inspected by a Certified Access Specialist (CASp).

ACCESS INSPECTED

THIS CERTIFICATE DOES NOT IMPLY THAT THIS FACILITY MEETS DESIGN AND CONSTRUCTION REQUIREMENTS FOR ACCESSIBILITY FOR INDIVIDUALS WITH DISABILITIES.

Inspection Date:

CASp Signature:

CASp Certificate #:

CASp Name:

(Please Print)

Inspection Certificate #:



www.dgs.ca.gov/dsa/Programs/progAccess.aspx



CASp

- The inspection report will indicate:
 - The areas that were inspected
 - If corrections are needed for ADA compliance
 - Reasonable timeframes for making those changes (Transition Plan)
 - Report should also include any programs and policies that the business provides related to disability access
- Business and building owners should keep the inspection report in a safe and confidential place
- The completed inspection report will ensure eligibility for SB 1608 benefits if the business is sued



If a CASp Inspected Business is Sued

SB 1608 provides tools to help resolve unnecessary lawsuits and encourage early resolution



SB 1608 Benefits to Businesses

- Businesses that have been CASp inspected before a lawsuit is filed are entitled to request a **90-day stay of the lawsuit and an Early Evaluation Conference**
- A stay temporarily halts all litigation which can result in reducing activities that incur including attorney's fees
- The Early Evaluation Conference gives both parties the opportunity to explore settling the lawsuit
- In order to obtain the stay and request the evaluation conference the defendant must file a **request form with the court within 30 days of the lawsuit being filed**



SB 1608 Benefits to Businesses

- When the court grants the stay they schedule an Early Evaluation Conference **between 21-50 days** upon receipt of the request
- The defendant must file the CASp inspection report with the court and the plaintiff a **minimum of 15 days prior** to the Early Evaluation Conference. The confidentiality of the report must be maintained until conclusion of the lawsuit
- If the defendant fails to provide a copy of the inspection report to the court & plaintiff the court may lift the stay



SB 1608 Benefits to Businesses

- At least 15 days prior to the Early Evaluation Conference the plaintiff must provide the court and the defendant with a statement containing the basis for the claimed violations, amount of damages claimed, amount of attorney's fees and costs incurred to date and the settlement demands
- The court can consider reasonable written settlement offers made and rejected by either party in determining the amount of an award of attorney's fees at the conclusion of the case.



SB 1608 Benefits to Businesses

- SB 1608 requires that written demands for money by attorneys be accompanied by:
 - An explanation of the building owner/tenant's rights
 - The ability for them to contact their insurance company and an experienced ADA attorney
 - An explanation that the demand for money does not necessarily mean the business is liable
- Multiple damages cannot be recovered from a single function facility. Denial of full and equal access only constitutes one violation per distinct facility for purposes of damages. Damages **may not** be recovered for **each offense** that exists at a distinct facility.



SB 1608 Benefits to Businesses

- In order for a person to be eligible to receive damages in a construction-related accessibility claim that person either had to personally encounter a violation on a particular occasion or personally was kept from accessing a business on a particular occasion



SB 1608 In Summary.....

The best way to protect your property and/or business is to be proactive in hiring a CAsp professional to assess your building and/or facility and provide a plan of action (transition plan) for completing ADA improvements for your specific business situation



Summary of Senate Bill 1186

Senate Bill 1186 became effective as of September 19, 2012

- Bill banned the demand for money, where plaintiff alleges a construction-related accessibility violation.
- Expanded on existing verbiage in SB 1608 in regards to specific descriptions to be provided by plaintiff regarding the construction related accessibility barrier claim



Summary of Senate Bill 1186

- Reduces the damages per offense to \$1,000 instead of \$4,000 per claim if a CASp inspection had been completed prior to the claim and the noncompliant access component is corrected within 60 days of being noticed
- A small business defendant (25 or fewer employees and no more than \$3.5 million in gross receipts) could have the statutory liability reduced to \$2,000 for each offence if the noncompliant access component is corrected within 30 days of being noticed



Summary of Senate Bill 1186



- Defendants who agree and promise to correct a violation within a specified time period also have the option to request an Early Evaluation Conference. This is similar to a “qualified defendant” as stated in SB 1608 who has already hired a CASp to inspect their property and issued a report



Summary of Senate Bill 1186

- Requires property owner and lessor (commercial property) to notify the tenant in the **lease form or rental agreement** executed after **July 1, 2013**, whether the property being leased has undergone a CASp inspection, and if so, if the property meets all disabled access requirements.



Senate Bills

You can view the entire text of these bills by going to:

<http://www.leginfo.ca.gov> or visiting your local law library



ADA Basics



There are specific areas that are targeted most commonly for ADA lawsuits:

- Parking
- Route(s) of travel
- Entrances
- Public Restrooms
- Accessible Counters
- Signage
- Seating
- Reach Ranges



ADA Basics

Common items that you may not think of being inaccessible:

- Parking Space Stripping Color
- Round Door Knobs
- Door Hold Open Devices
- Narrow Aisles
- High Counters
- Low Dining Tables
- Operating Pressures



Accessibility Code Interpretations

2013 CA Building Code Section 11B-103 states:

“Nothing in these requirements prevents the use of designs, products, or technologies as alternatives to those prescribed, provided they result in substantially equivalent or greater accessibility and usability.”



Parking

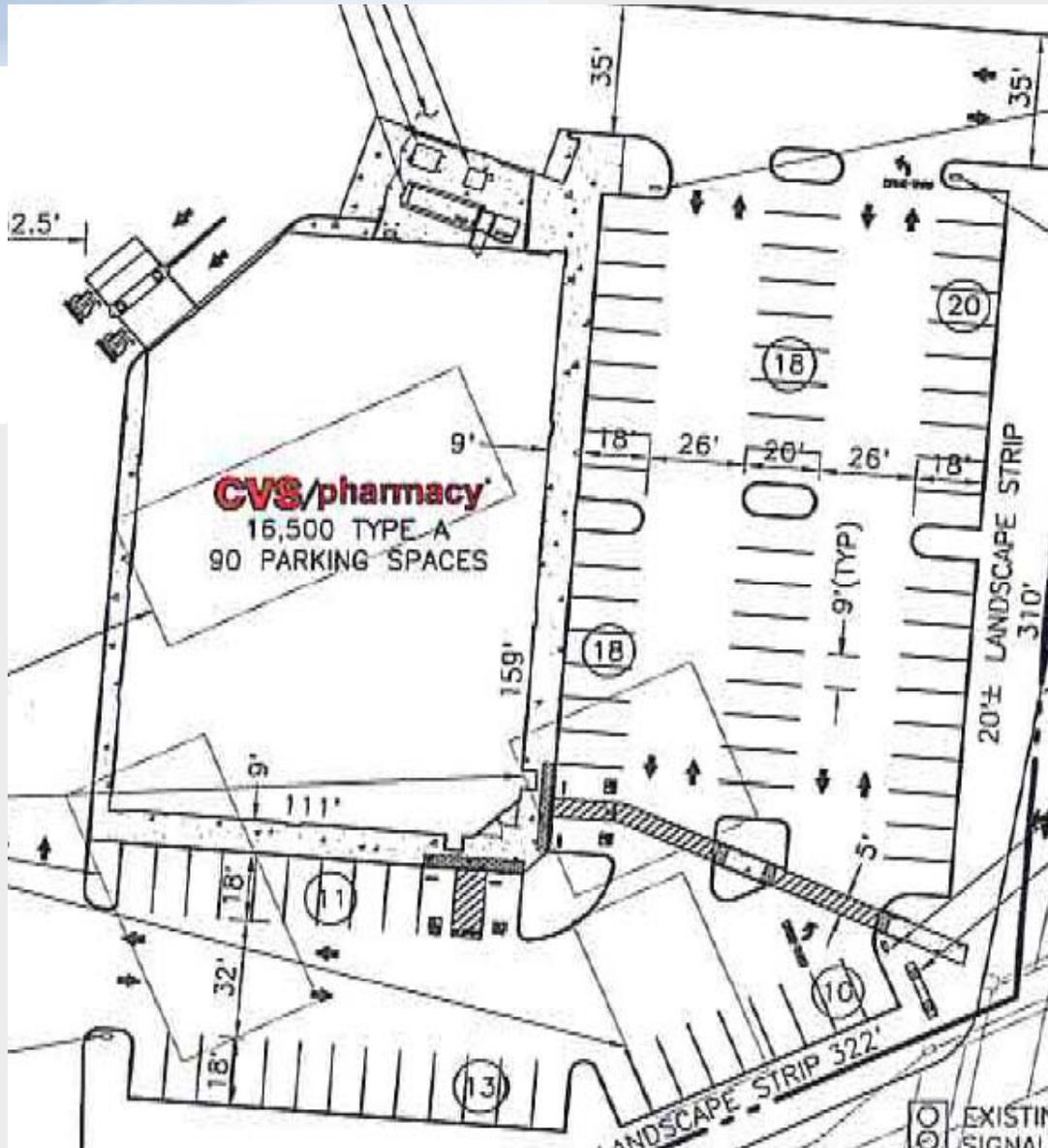
Required number of
ADA parking spaces
required:

**1 for every 6 ADA
parking spaces shall be
a van parking space
with a minimum of 1**

Total Number of Parking Spaces in Parking Facility	Minimum Number of Required Accessible Parking Spaces
1 to 25	1
26 to 50	2
51 to 75	3
76 to 100	4
101 to 150	5
151 to 200	6
201 to 300	7
301 to 400	8
401 to 500	9
501 to 1000	2 percent of total
1001 and over	20, plus 1 for each 100, or fraction thereof, over 1000



Parking Location

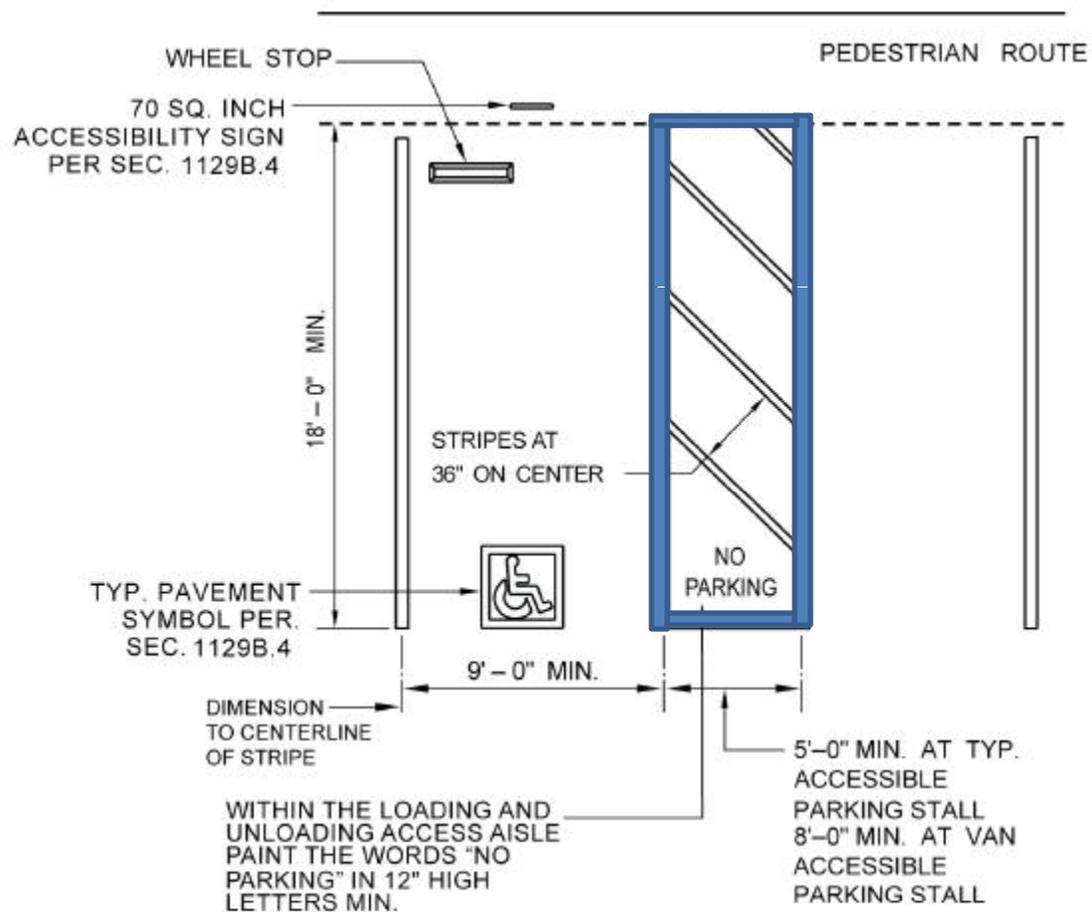


Accessible parking spaces shall be located as **close as practical to a primary entrance**

Path from parking to entrance shall not go behind other cars than their own



Parking



Parking Signage



Sign placed at the end of the parking stall on pole or on wall of building



Parking Signage

UNAUTHORIZED VEHICLES PARKED
IN DESIGNATED ACCESSIBLE
SPACES NOT DISPLAYING
DISTINGUISHING PLACARDS OR
SPECIAL LICENSE PLATES ISSUED
FOR PERSONS WITH DISABILITIES
WILL BE TOWED AWAY
AT THE OWNER'S EXPENSE

TOWED VEHICLES
MAY BE RECLAIMED AT

(Insert Address)

OR BY TELEPHONING

(Insert Telephone Number)

Sign located at every
entrance into the
parking lot OR
adjacent and visible
from each accessible
parking stall



Parking

Common Parking Non-Compliance Issues:

- Stripping Color
- Signage
- Parking Stall Slopes (over 2%)
- Parking Surface



Routes of Travel

An accessible route of travel shall be provided to all exterior ground floor exits/entrances from:

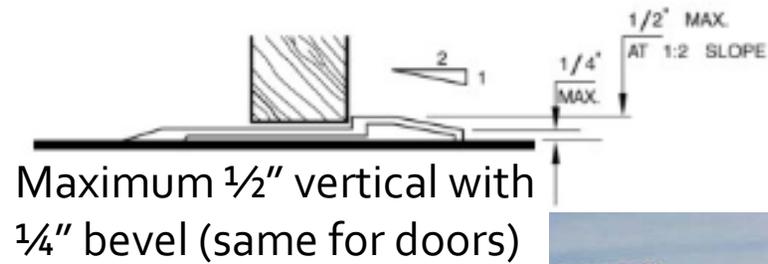
- Public Way (public street, sidewalk, etc)
- Accessible Parking Areas
- Public Transportation Stops

There are differentiations between new construction and barrier removal (existing)

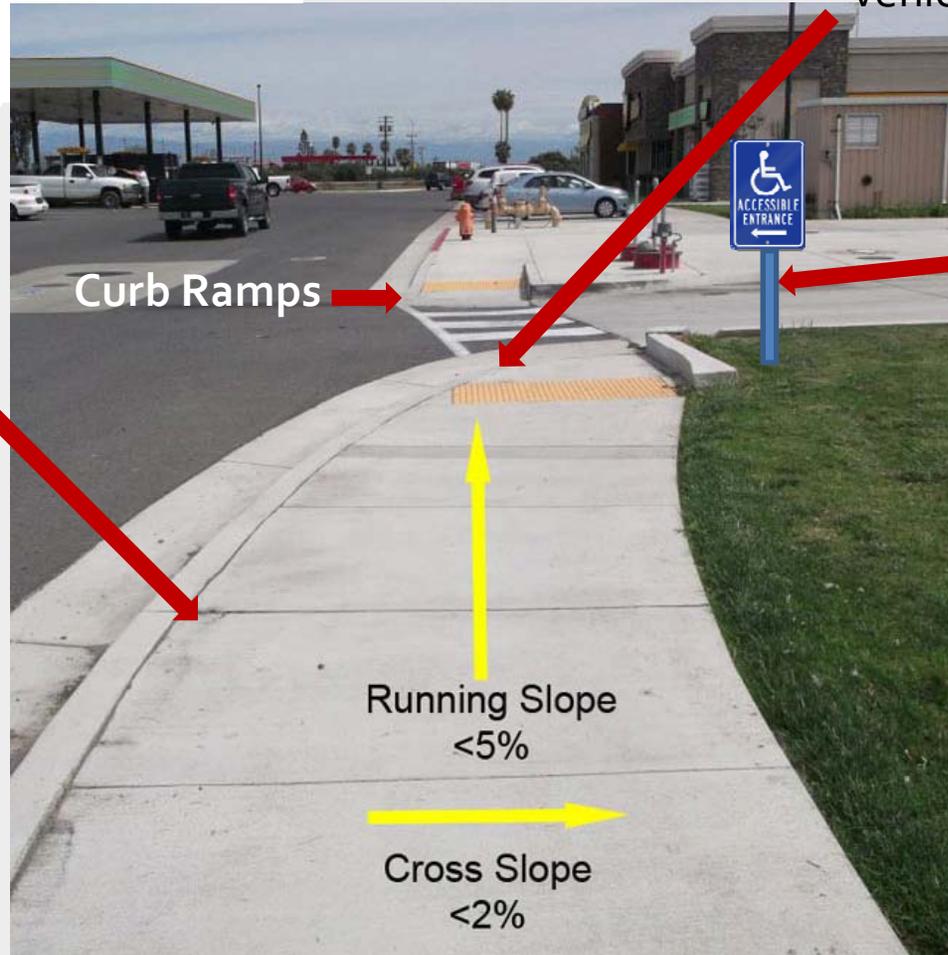
The route of travel shall be the most practical direct route from all areas to the accessible entrance(s)



Routes of Travel



Detectable warnings
36" in depth at
vehicular traffic areas



Entrances



Common at Existing Commercial Buildings



Entrances



Is this ADA compliant?



Entrances

6" International Symbol of Accessibility (ISA)

24" strike side door clearance (18" at interior doors) with accessible door hardware

Raised walkway (less than 5% slope)

32" clear opening with 6'8" in height minimum

10" vertical smooth surface (kick plate)

60" in depth level landing

Maximum door opening force of 5lbs

Ways to make compliant with less cost *(multiple options)*



Entrances

Unsecured floor mat and door stop installed

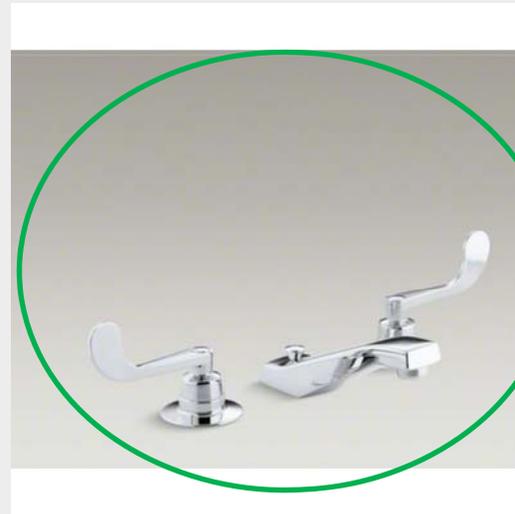


High Door Thresholds

Cost Effective Tips to Fix



Hardware & Fixtures



No Pinching, Twisting or Grasping



Entrances



Ideas While ADA Transition is in Process



Interior Access

I have a two story building; does that mean that I have to install an elevator to be ADA compliant?



Not Necessarily



Interior Access

- Floors not customarily occupied such as spaces only accessed by ladders, catwalks etc. or maintenance rooms; **OR**
- Your building is not a shopping center/mall or the professional office of a health care provider;
- Your building is less than 3 stories in height **OR** less than 3,000 square feet per story; and
- Equivalent accommodations are available on the accessible grade floor level



Restrooms

Does a business require a restroom for use by the building occupants?

Yes No

Do you have to offer these restrooms to the public?

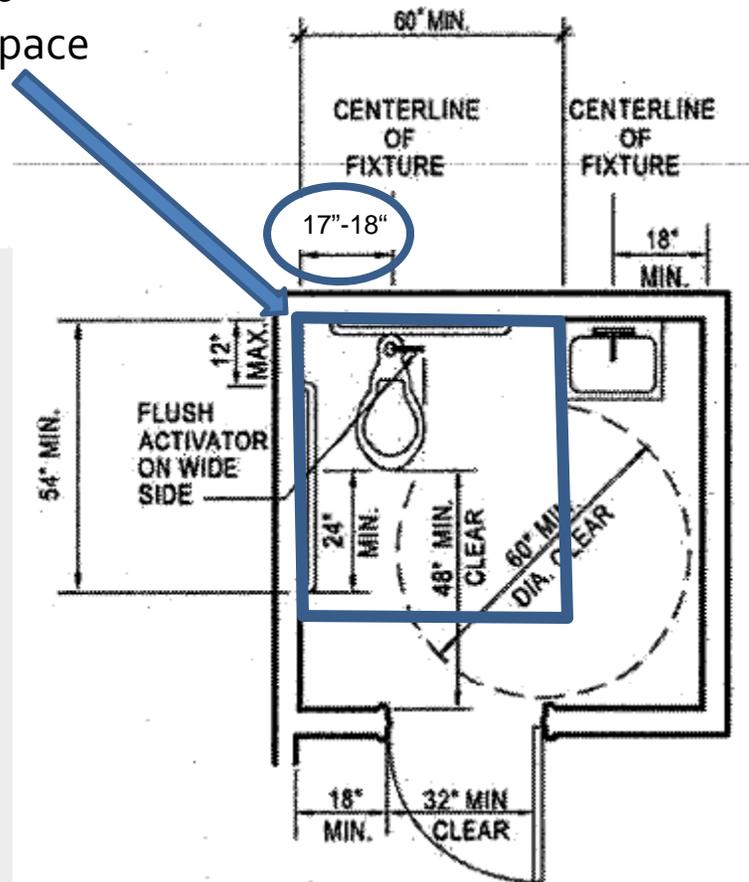
Yes No
Maybe



Restrooms



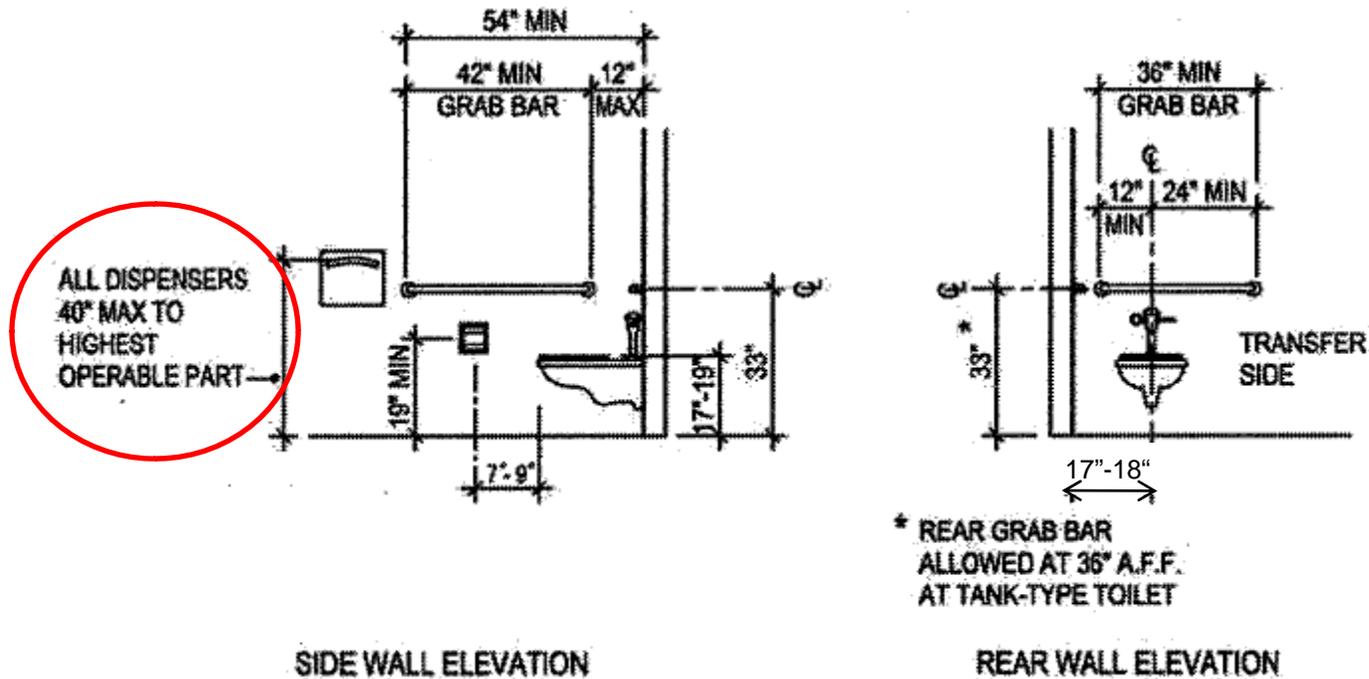
60" wide by 56"-
59" in depth space



SINGLE-ACCOMMODATION
TOILET FACILITY



Restrooms

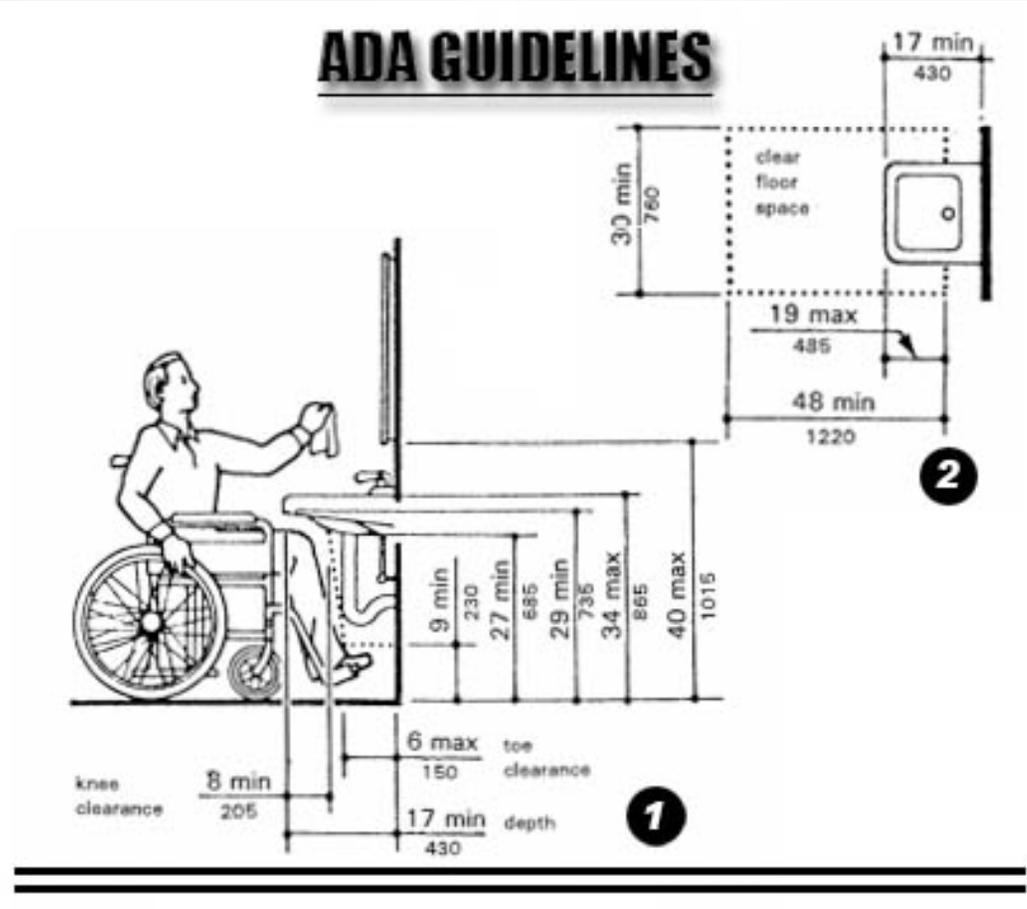


Flush handle on wide side

Bathroom Toilet Detail



Restrooms

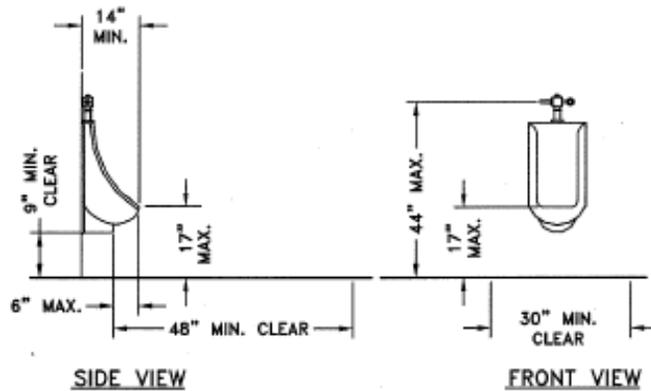


Protect the plumbing trap/drain and hot water lines under sink

Bathroom Lavatory Detail

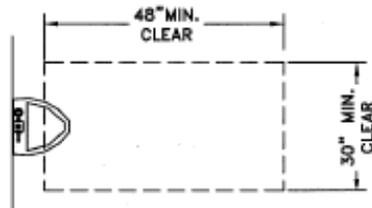


Restrooms

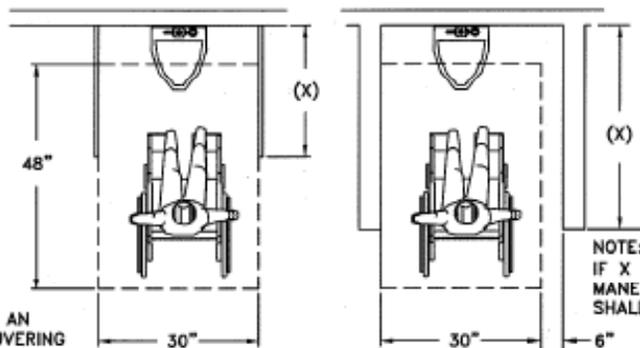


SIDE VIEW

FRONT VIEW



CLEAR FLOOR SPACE



NOTE:
IF X > 24" THEN AN
ADDITIONAL MANEUVERING
CLEARANCE OF 6" SHALL
BE PROVIDED.

NOTE:
IF X > 24" THEN AN
ADDITIONAL
MANEUVERING CLEARANCE OF 6"
SHALL BE PROVIDED AS SHOWN.

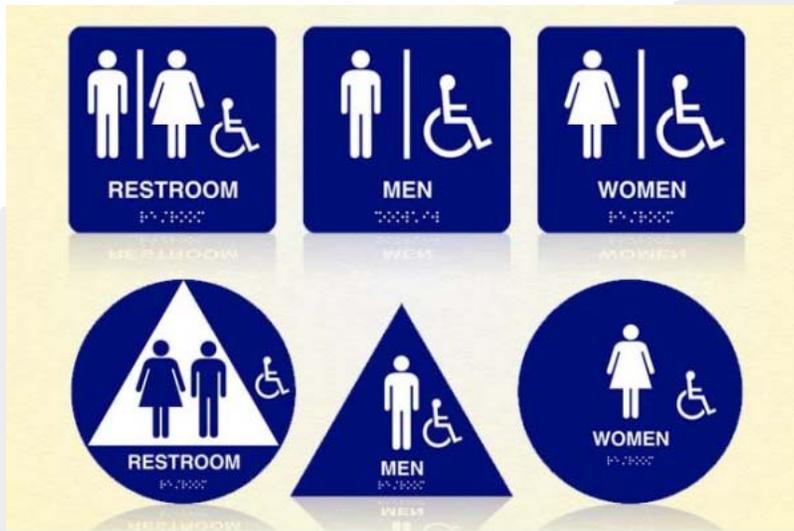
MANEUVERING CLEARANCE BETWEEN URINAL SHIELDS

Bathroom Urinal Detail

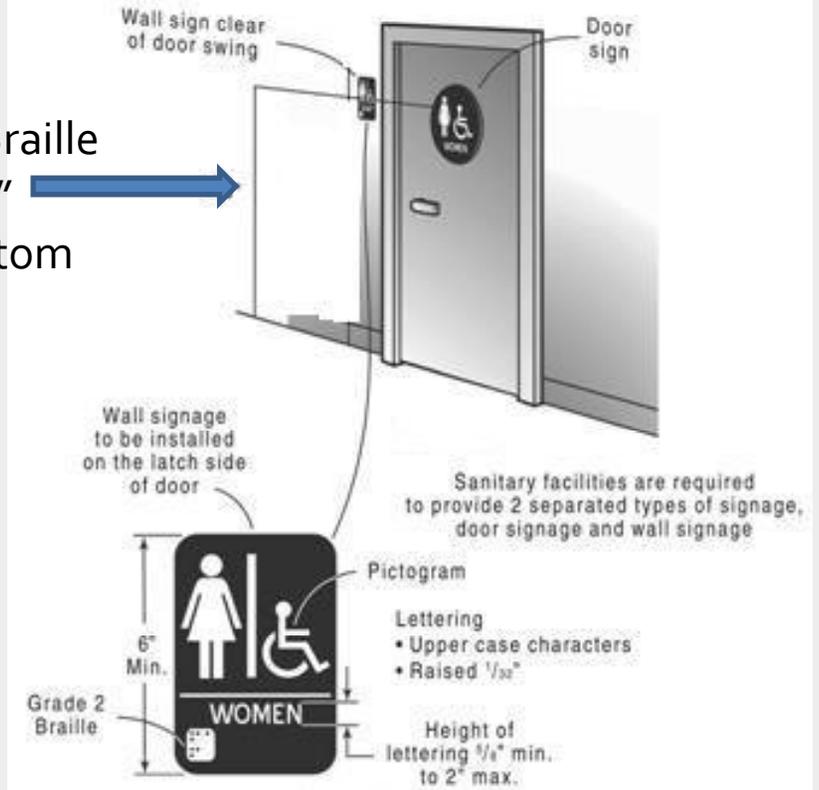
May also be a stall
type urinal



Restroom Signage



Min. 48" to bottom of Braille cells and 60" max. to bottom of Braille characters



Restrooms

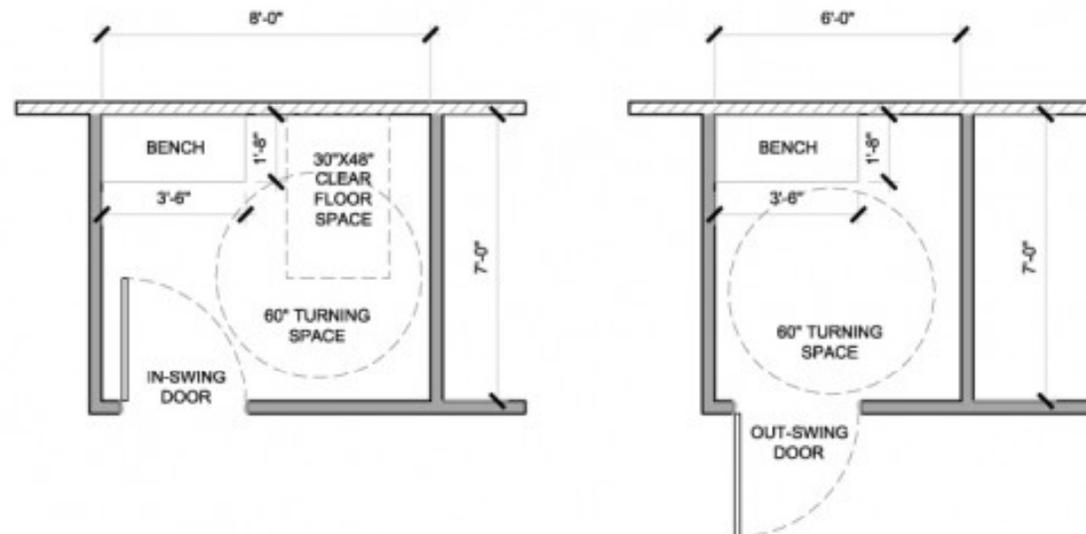


Common Problems in Existing Restrooms

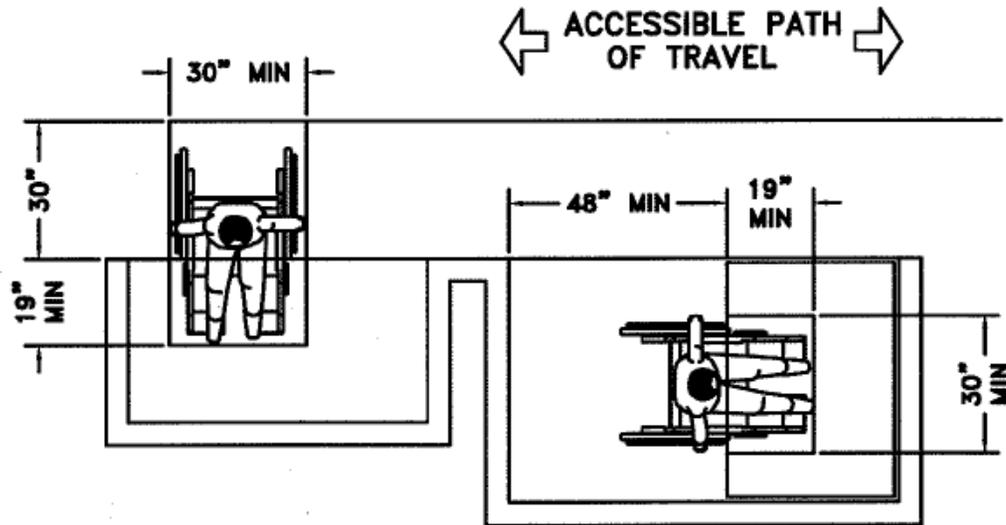


Dressing Rooms

- 5% of rooms with a minimum of 1
- A bench shall be provided
- Coat hooks within reach ranges and not over benches/seating
- Mirror:
 - 20" max to bottom of reflecting surface
 - 54" minimum to top of reflecting surface
 - 18" minimum wide
 - Mounted for afford viewing from the bench as well as standing position



Counters



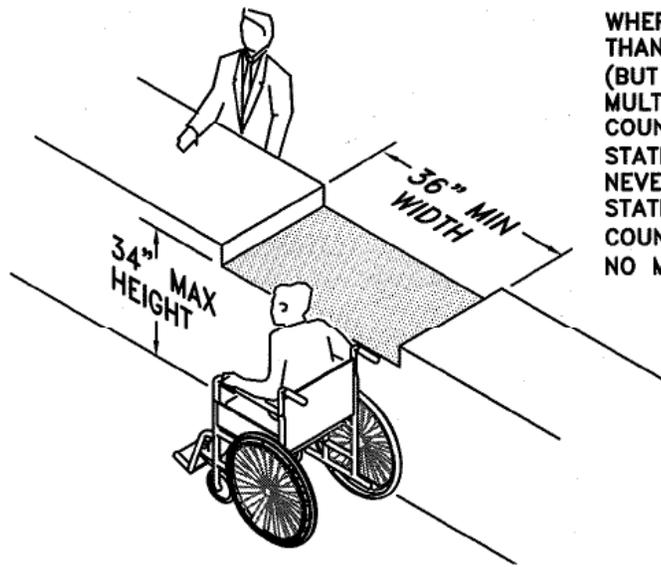
AT LEAST 5%, BUT NO LESS THAN ONE (1) OF THE SEATING SPACES IN EACH FUNCTIONAL AREA IS ACCESSIBLE AND PROVIDES CLEARANCES AS SHOWN. KNEE CLEARANCES UNDER TABLES SHALL BE A MINIMUM OF 27" HIGH, 30" WIDE AND 19" DEEP. ACCESS TO ACCESSIBLE SEATING SPACES IS PROVIDED BY MAIN AISLES A MINIMUM OF 36" WIDE. EQUIVALENT SERVICES AND DECOR MUST BE PROVIDED AT ACCESSIBLE SEATING SPACES AS FOR THE GENERAL PUBLIC.

Fig. 120
MINIMUM CLEARANCES FOR SEATING AND TABLES

Seating at work stations or counters that require clear knee space



Counters



WHERE A SINGLE COUNTER CONTAINS MORE THAN ONE TRANSACTION STATION, SUCH AS (BUT NOT LIMITED TO) A BANK COUNTER WITH MULTIPLE TELLER WINDOWS OR RETAIL SALES COUNTER WITH MULTIPLE CASH REGISTER STATIONS, AT LEAST 5 PERCENT (5%), BUT NEVER LESS THAN ONE, OF EACH TYPE OF STATION SHALL BE LOCATED AT A SECTION OF COUNTER THAT IS AT LEAST 36" LONG AND NO MORE THAN 28" - 34" HIGH.

Fig. 121

MULTIPLE TRANSACTION STATIONS

FIXED OR BUILT-IN SEATING, TABLES & COUNTERS

Service and transaction counters do not require clear knee space



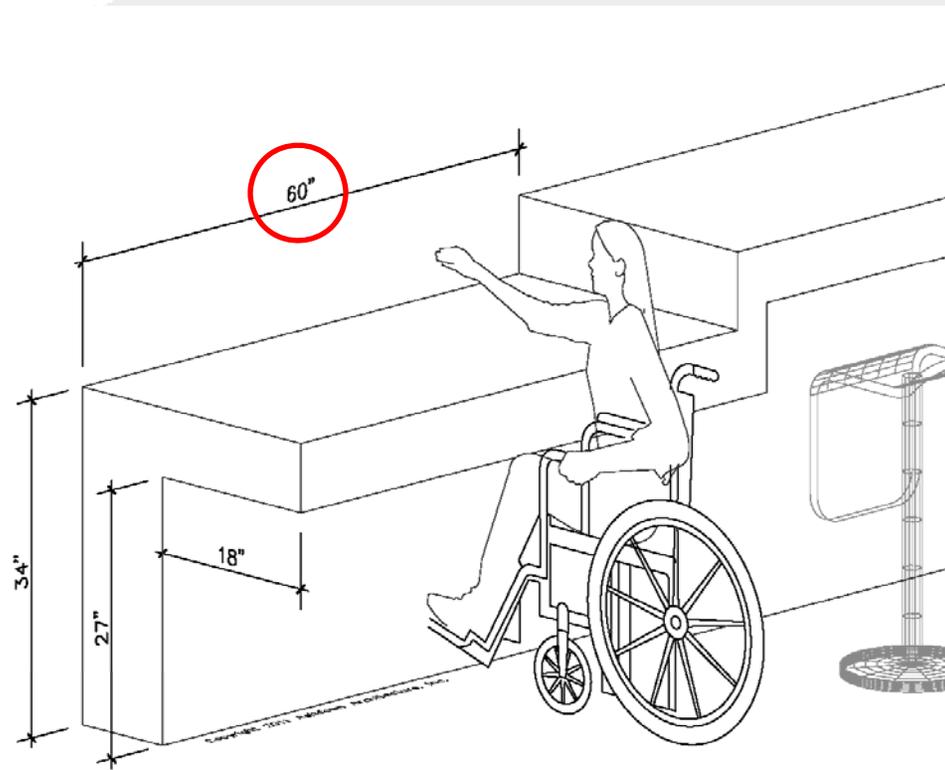
Counters

- Make sure point of sale machines and other applicable transaction tools are within applicable reach ranges
- Keep a clear aisle space of 36" to accessible counter area(s)
- Keep a clear space of 30"x48" at the accessible counter area(s) and pay attention how you locate shelving, merchandise, etc



Counters

At food or drink serving counters (similar to a bar counter) a minimum of a 60" wide counter shall be provided between 28"-34" in height.



Counters

In existing buildings where it is determined that installing an accessible counter in an unreasonable hardship, equivalent facilitation may consist of the following if approved by the applicable jurisdiction:

- An auxiliary counter, in close proximity to the main counter meeting the accessible counter requirements.
- A folding shelf attached to the main counter on which an individual with a disability can write.

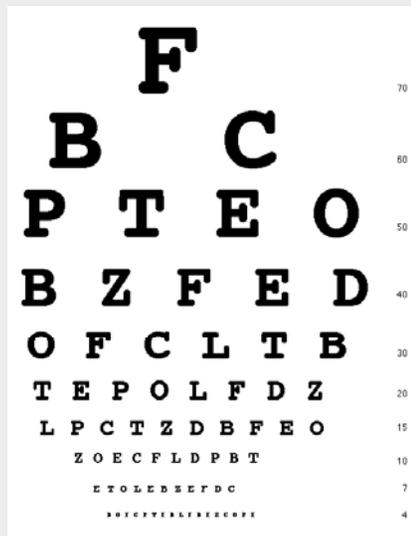


Flip up counter area



Signage

- All informational signage with tactile braille shall be mounted between 48" to the bottom of Braille cells and 60" to the bottom of the highest raised characters. If mounted at a door, mount on the strike side.
- All other visual character signage shall be mounted a minimum of 40" above the finish floor or ground level
- Keep in mind the size & type of sign characters used for informational purposes in or around your business



Signage

International Symbol of Accessibility (ISA) posted and visible at all accessible entrances. Minimum 6" in dimension.



Do not post at an entrance if the area is not accessible

Signage

Braille exit signs shall be mounted on the strike side of every exterior exit door. Also braille exit route signs may be required depending on the building.



Signage

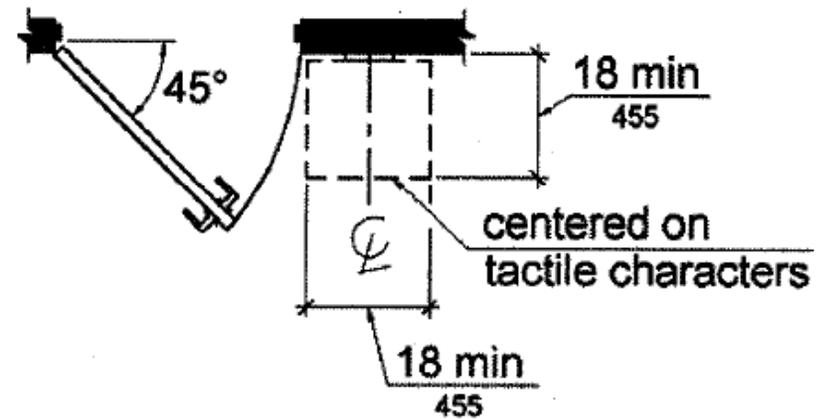
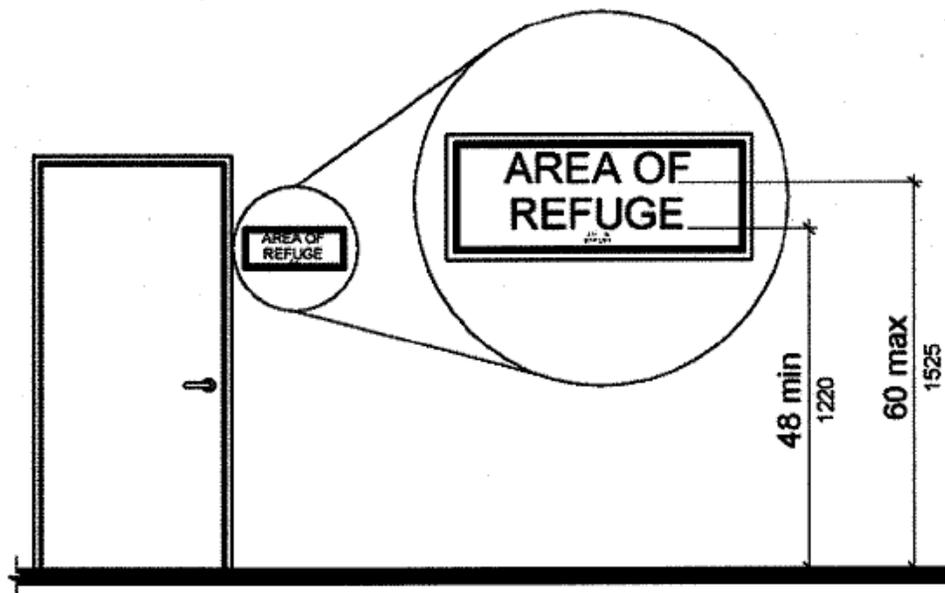


Figure 703.4.2
Location of Tactile Signs at Doors



Seating

A minimum of 5% (not less than 1) of fixed or built in seating and tables shall be accessible.

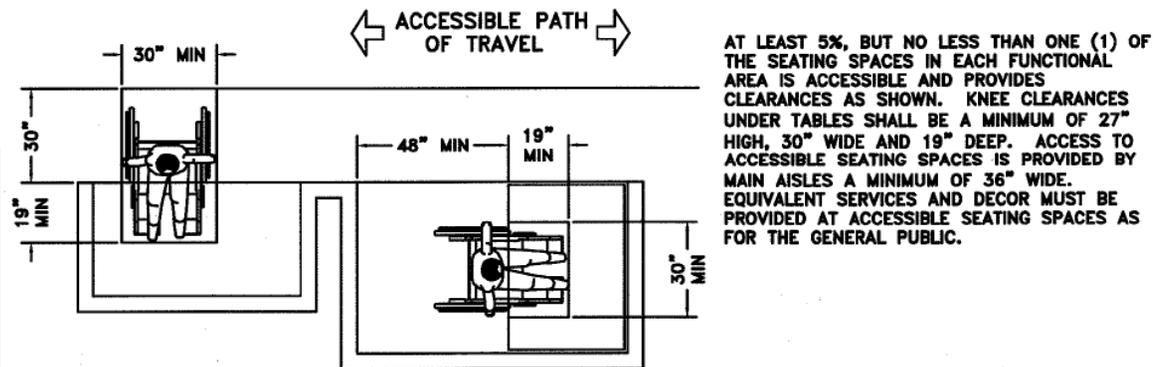


Fig. 120
MINIMUM CLEARANCES FOR SEATING AND TABLES

Areas that may apply:

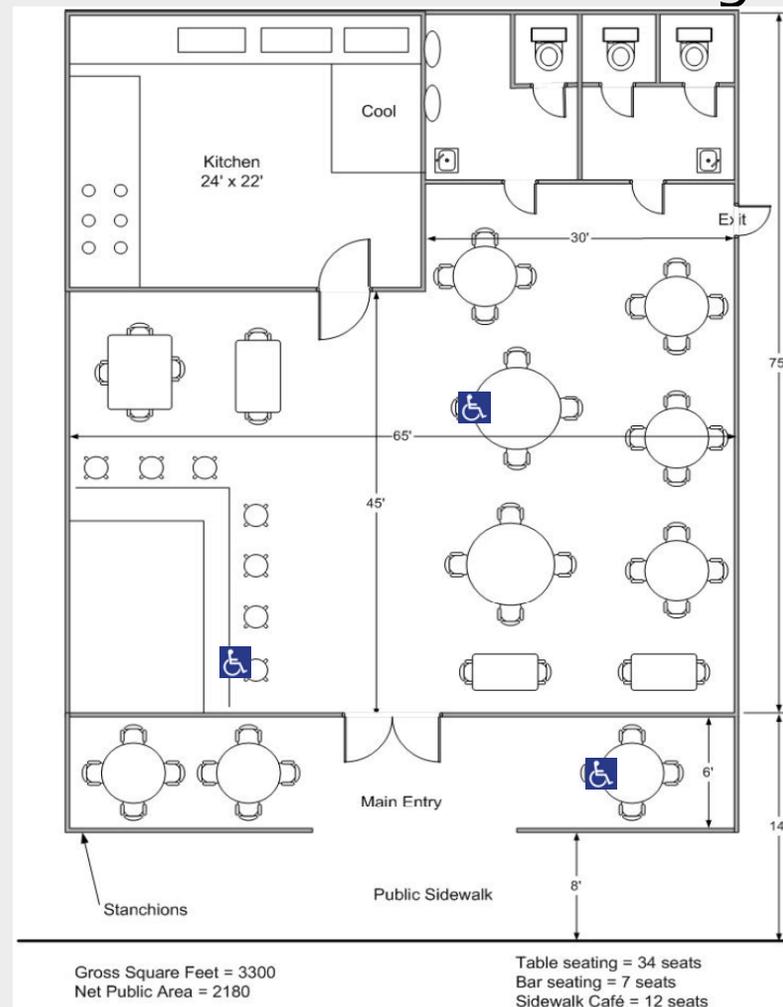
- Restaurant seating
- Waiting areas
- Bar seating



Seating

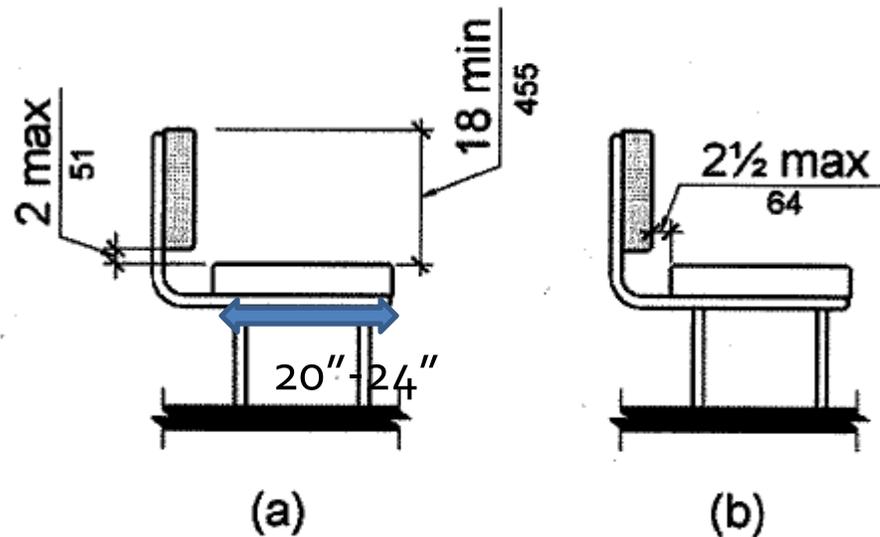
The accessible seating areas shall be proportionally distributed between each functional area of the building

Also provide minimum 36" wide pathways to the accessible seating areas and maintain for required exit routes



Seating

Benches also have to comply with accessibility requirements (minimum of 5% in each specific use area)



**Figure 903.4
Bench Back Support**

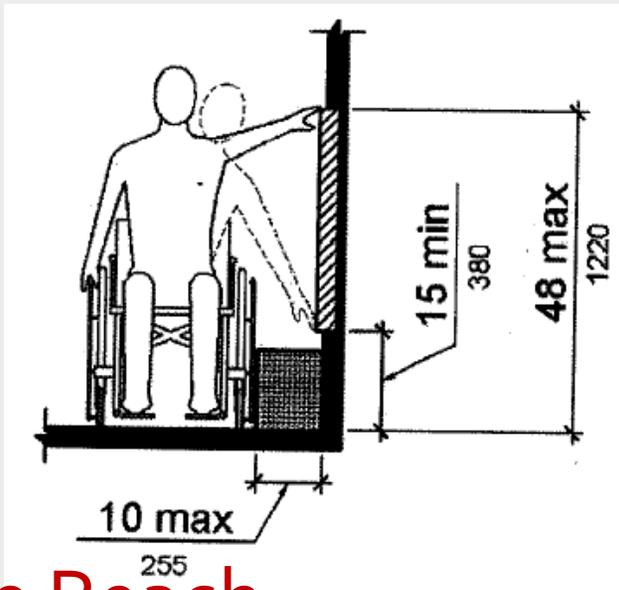
Benches shall be 42" minimum in length with a seat height between 17"-19" with clear floor space at the end of bench.



Reach Ranges

Keep in mind reach ranges apply to many aspects of your building including:

- Receptacles & light switches
- Restaurant condiment counter areas
- Shelving
- Break room counters
- Etc.



Side Reach

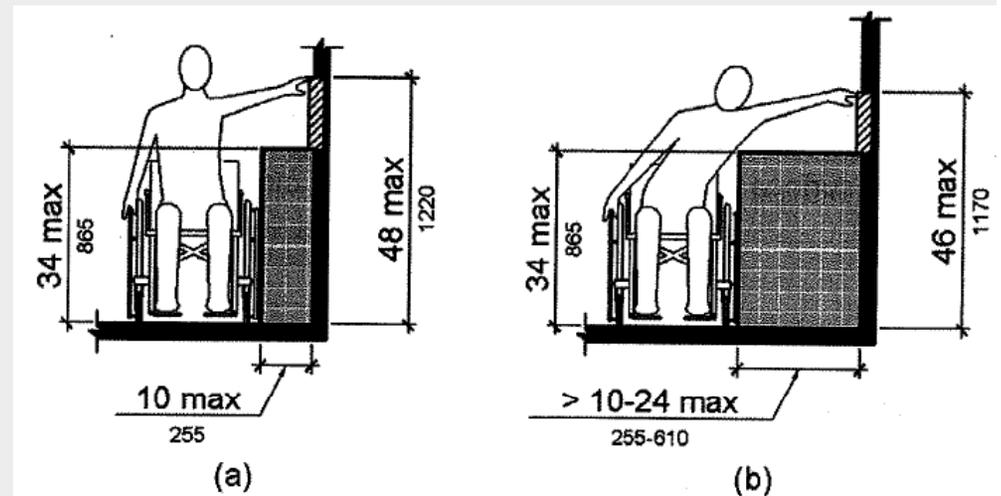


Figure 308.3.2
Obstructed High Side Reach



Reach Ranges

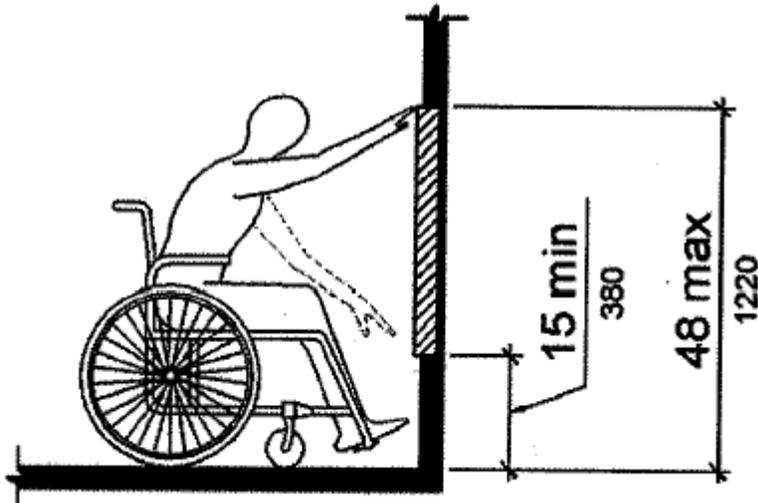
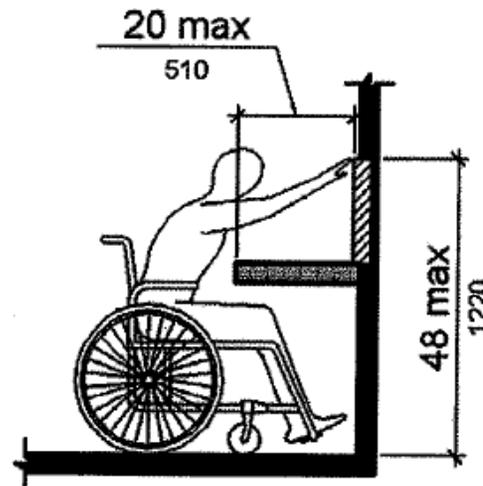
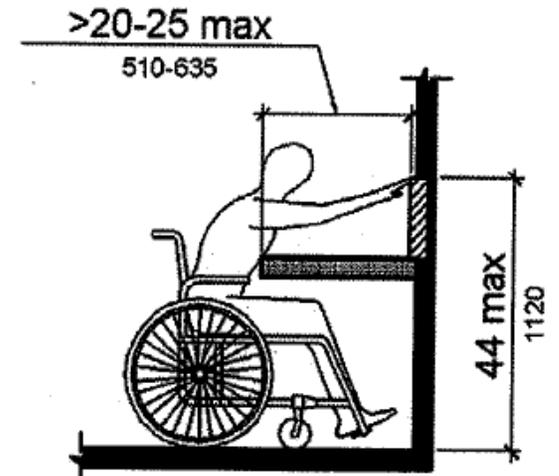


Figure 308.2.1
Unobstructed Forward Reach



(a)



(b)

Figure 308.2.2
Obstructed High Forward Reach

Forward Reach



Maintaining Clear Space



Helpful Tips



- Establish written policies and procedures for your business in relation to disabled access accommodations
- Change any existing policies and/or procedures that may exclude or limit participation by persons with disabilities
- Service animals must be allowed



Helpful Tips

- Establish a training program both existing and new employees
- Provide written procedures/policies for employee review and later reference.



Helpful Tips

Establish multiple ways to communicate with customers:

- Use of pen & paper
- TDD (telecommunication device for the deaf)
- Assistive listening devices
- Braille
- Audio tape
- Video



Helpful Tips

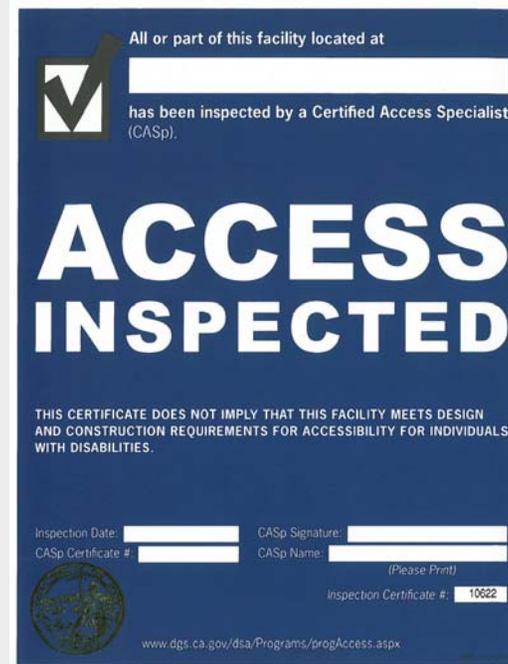
- **Record & keep** all disabled access improvements made to your building/business
 - Incorporate a date and approximate cost for the improvements in the record
- Thoroughly evaluate your business by:
 - Doing a survey
 - Plan & budget for corrections
 - Set improvement priorities
 - Pay attention to details
 - Get a second viewpoint
- **Confused?** Get help by asking your local building department or by hiring a knowledgeable contractor and/or designer



CASp Services

There are several CASp related service professionals in the surrounding local area:

- Auburn
- Lincoln
- Truckee
- Paradise
- Yuba City
- Sacramento



All or part of this facility located at _____
has been inspected by a Certified Access Specialist (CASp).

ACCESS INSPECTED

THIS CERTIFICATE DOES NOT IMPLY THAT THIS FACILITY MEETS DESIGN AND CONSTRUCTION REQUIREMENTS FOR ACCESSIBILITY FOR INDIVIDUALS WITH DISABILITIES.

Inspection Date: _____ CASp Signature: _____
CASp Certificate #: _____ CASp Name: _____ (Please Print)
Inspection Certificate #: 10622

www.dgs.ca.gov/dsa/Programs/progAccess.aspx

The County of Nevada also provides CASp related services for local businesses



Tax Credits & Deductions

- Tax credits and deductions are allowed for businesses
- Two federal tax credits
 - Credit for small businesses
 - Deduction for all size businesses
- Credit may cover 50% of access expenditures with a maximum credit of \$5,000
- Tax deductions available up to \$15,000 per year
- Tax incentives may be used every year
- See Department of Justice website for complete information (Also part of handout):

<http://www.ada.gov/archive/taxpack.htm>



ADA Informational Sources

Department of Justice ADA Information Line

- Technical assistance on the ADA Standards
 - (800) 514-0301
 - (800) 514-0383

www.justice.gov

Disability & Business Technical Assistance Center

- (800) 949-4132

Access Board

- Technical assistance or ADA Accessibility Guidelines
 - (800) 872-2253 (voice)
 - (800) 993-2822 (TDD)

www.access-board.gov



ADA Informational Sources

Small Business Administration

- (800) 827-5722

Equal Employment Opportunity Commission (EEOC)

- Technical assistance on the ADA provisions for employment which apply to businesses with 15 or more employees
 - (800) 669-4000 (voice)
 - (800) 800-3320 (TDD)

Other informational websites:

- www.ada.gov
- www.courts.ca.gov
- www.dgs.ca.gov
- www.adapacific.org



ADA POP QUIZ











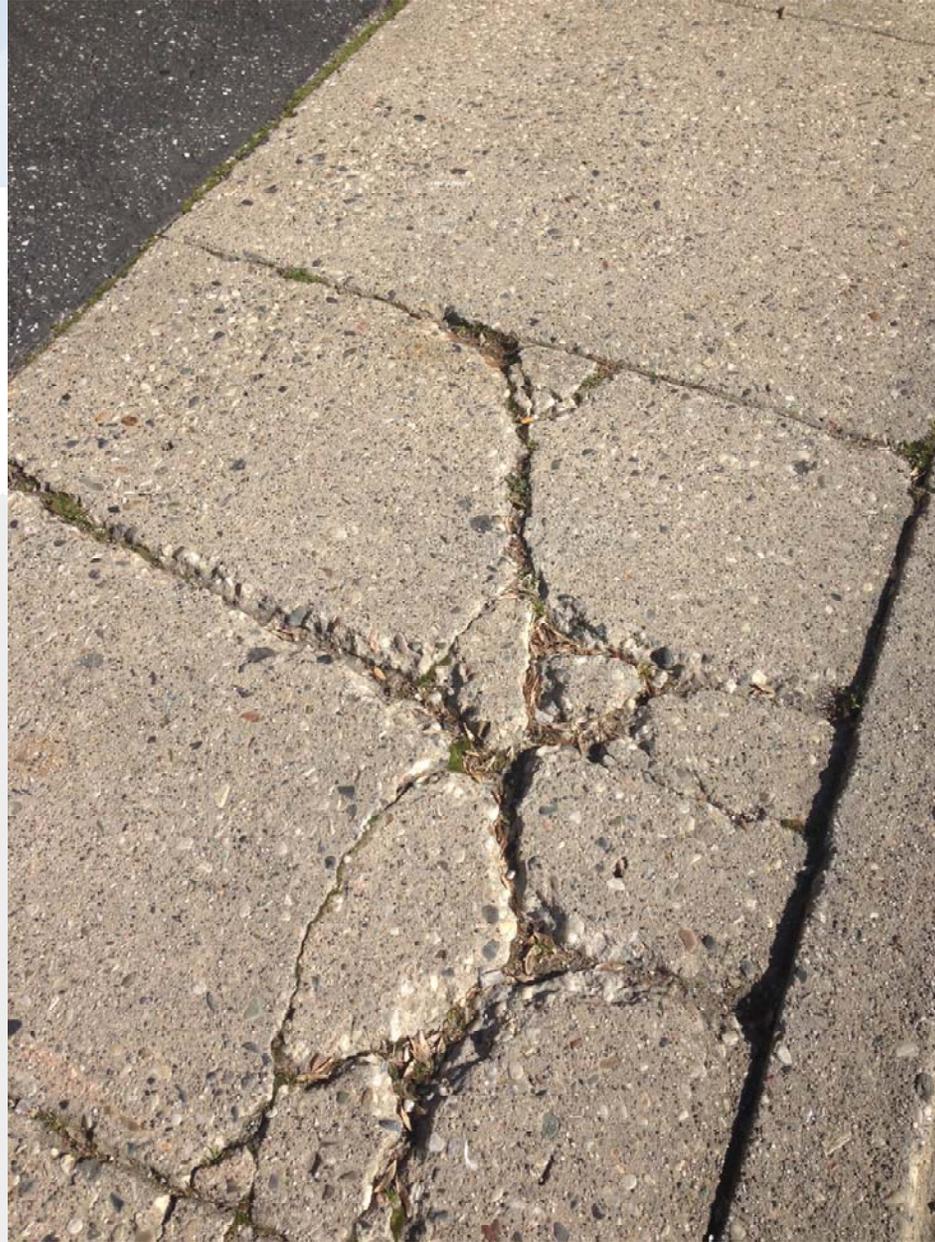
















Questions

