BUILDING/SITE ACCESSIBILITY COMPLIANCE CHECKLIST
(As Pertains to Persons With Disabilities)

GENERAL INFORMATION

Legal Authorities:

Rehabilitation Act of 1973, 7 CFR 15b (4) –

- Section 504 states that "no qualified individual with a disability in the United States shall be excluded from, denied the benefits of, or be subjected to discrimination under" any program or activity that either receives Federal financial assistance or is conducted by any Executive agency or the United States Postal Service. Each agency is responsible for enforcing its own regulations regarding reasonable accommodation for employees with disabilities; program accessibility; effective communication with people who have hearing or vision disabilities; and accessible new construction and alterations.

- Section 508 establishes requirements for electronic and information technology developed, maintained, procured, or used by the Federal government. Section 508 requires Federal electronic and information technology to be accessible to people with disabilities, including employees and members of the public.

The Architectural Barriers Act (ABA) of 1968 – requires that buildings and facilities designed, built, altered or leased with Federal funds be accessible to persons with disabilities. The United States Access Board develops and maintains accessibility guidelines under the ABA which serve as the basis for the standards used to enforce the ABA. The General Services Administration (GSA) is one of four Federal agencies responsible for the standards.

The Architectural Barriers Act Accessibility Standard, ABAAS – is GSA's new accessibility standard under the ABA. It comprises ABA Chapters 1 and 2 and Chapters 3 through 10 of the American with Disabilities Act and Architectural Barriers Act Accessibility Guidelines published by the U.S. Access Board on July 23, 2004. A full copy of the guidelines is available at website http://www.access-board.gov/ada-aba/final.htm.

Applicability of ABAAS to Leased Facilities – ABAAS Section F202.6 (Leases) outlines compliance requirements for leased facilities.

Purpose:

This checklist is intended to facilitate reviewers in determining compliance with the Architectural Barriers Act Accessibility Standards (ABAAS) for sites, facilities, buildings, and elements accessed by individuals with disabilities. Requirements shall be applied during design, construction, additions, alterations, and leasing.

The checklist is intended as a general guide and is NOT intended to cover every aspect of accessibility (which may vary depending on your site location). ABAAS paragraph references are **bolded** and guideline language *italicized*. Because of checklist page length concerns, it should be understood that, for some items, relevant information was extracted from the ABAAS guideline and paraphrased, but not necessarily quoted verbatim.

INSTRUCTIONS TO REVIEWER(S)

1. Have a tape measure available in order to conduct the evaluation.
2. Check applicable box provided to note compliance or non-compliance with elements of the Standard. If "No" is checked, or to note special circumstances, please explain in the "Comments" block provided for each element. If more space needed, please attach additional sheets.
3. Specify exact measurements/conditions for any items which do **NOT** meet the requirements (i.e., accessible route (walkway) was 33" wide, when the standard requires 36" width, etc.). Annotate if there are plans to correct such elements. Use additional pages as needed.
4. Ensure that copies of the completed evaluation are provided to Agency Contracting and Civil Rights representatives. The compliance is guided by the fact that if it's not documented, it hasn't been done. Items checked in the "no" column must be included and corrective action identified.

NOTE: "Advisory" paragraphs in the guidelines are **NOT** requirements that can be enforced. They are identified by grey shaded areas (i.e., ▭) and are self-explanatory.

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(12-03-09)

U.S. DEPARTMENT OF AGRICULTURE

BUILDING/SITE ACCESSIBILITY COMPLIANCE CHECKLIST
(As Pertains to Persons With Disabilities)

1. REVIEW DATE

2. REVIEW PERFORMED BY:

a. NAME OF INDIVIDUAL	b. TITLE	c. PHONE NO. (Include Area Code/Extension)	d. AGENCY
1			
2			
3			

3. FACILITY LOCATION:

a. STREET ADDRESS (Not P.O. Box)	b. CITY	c. STATE

4. OTHER FEDERAL AGENCIES OCCUPYING FACILITY (List):

ELEMENT 1 – PARKING SPACES (ADA 208; ABA F208; ABAAS 502)

Individuals with mobility impairments need parking spaces wide enough to safely open vehicle doors fully and get out with a wheelchair or mobility aid. Designated parking spaces shall be located nearest to the accessible entrance or accessible route to the building or facility.

Total No. of Parking Spaces in Parking Facility	Minimum No. of Required Accessible Parking Spaces	Total No. of Parking Spaces in Parking Facility	Minimum No. of Required Accessible Parking Spaces
01 - 25	1	201 – 300	7
26 - 50	2	301 – 400	8
51 - 75	3	401 – 500	9
76 - 100	4	501 – 1000	2 percent of total
101 - 150	5	1001 and over	20, plus 1 for each 100, or fraction thereof over 1000
151 - 200	6		

	REVIEW ITEM	COMPLIANT? Yes	No	N/A	COMMENTS/MEASUREMENTS/ SPECIAL CONDITIONS
1	**F208.2 Minimum Number** *Parking spaces shall be provided in accordance with the above table.*	☐	☐	☐	
2	**F208.2.4 Van Parking Spaces** *For every six or fraction of six accessible parking spaces, at least one shall be a van accessible space.*	☐	☐	☐	
3	**F208.3 Location** *Parking spaces shall be located on the shortest accessible route from parking to an entrance. Where parking serves more than one accessible entrance, parking spaces shall be dispersed and located on the shortest accessible route to the accessible entrances. In parking facilities that do not serve a particular building or facility, parking spaces shall be located on the shortest accessible route to an accessible pedestrian entrance of the parking facility.*	☐	☐	☐	
4	**502.2 Vehicle Spaces** and **502.3 Access Aisle** *Where car/van parking spaces are marked with lines, width measurements of parking spaces and access aisles shall be made from the centerline of the markings. Where parking spaces or access aisles are not adjacent to another parking space or access aisle, measurements shall be permitted to include the full width of the line defining the parking space or access aisle.*				
a	Car parking spaces *shall be 96 inches (2440 mm) wide minimum and shall be marked to define the width. Access aisle shall be 60 inches (1525 mm) wide minimum and extend full length of the parking spaces they serve. Access aisles shall be marked so as to discourage parking in them.*	☐	☐	☐	
b	Van parking spaces *shall be 132 inches (3350 mm) wide minimum or permitted to be 96 inches (2440 mm) wide minimum where the access aisle is 96 inches (2440 mm) wide minimum. Spaces shall be marked to define the width and shall have an adjacent access aisle. Access aisle shall be 60 inches (1525 mm) wide minimum or 96 inches (2440 mm) wide minimum if using a 96 inch wide space.*	☐	☐	☐	
5	**502.3 Advisory Access Aisle** *Accessible routes must connect parking spaces to accessible entrances. In parking facilities where the accessible route must cross vehicular traffic lanes, marked crossings enhance pedestrian safety, particularly for people using wheelchairs and other mobility aids. Where possible, it is preferable that the accessible route not pass behind parked vehicles.*				
6	**502.4 Floor or Ground Surfaces** *Changes in level are not permitted. Slopes not steeper than 1:48 shall be permitted.*	☐	☐	☐	
7	**502.6 Identification** and **703.7 Symbols of Accessibility** *Parking space identification signs shall include the International Symbol of Accessibility. Signs identifying van parking spaces shall contain the designation "van accessible." Signs shall be 60 inches (1525 mm) minimum above the finish floor or ground surface measured to the bottom of the sign.*	☐	☐	☐	

ELEMENT 2 – ACCESSIBLE ROUTE (ADA 206; ABA F202.2.1, F206; ABAAS 302, 303, 307, Chapter 4)

Individuals who walk with difficulty or use wheelchairs, crutches, canes or walkers need a wide, smooth, level, firm surface. Individuals with sight impairments need a path free of hazards such as low-hanging/protruding objects undetectable by a cane.

	REVIEW ITEM	COMPLIANT? Yes	No	N/A	COMMENTS/MEASUREMENTS/ SPECIAL CONDITIONS
1	**F202.2.1 Accessible Route** and **F206.2.1 Site Arrival Points** *At least one accessible route shall be provided from accessible parking spaces and accessible passenger loading zones; public streets and sidewalks; and public transportation stops to an accessible entrance.* (**NOTE:** This applies to new construction and existing buildings, as well as additions.)	☐	☐	☐	
2	**402.2 Components** *Accessible routes shall consist of one or more of the following components: walking surfaces with a running slope not steeper than 1:20, doorways, ramps, curb ramps excluding the flared sides, elevators, and platform lifts.*	☐	☐	☐	
3	**403.5.1 Clear Width** *The clear width of walking surfaces shall be 36 inches (915 mm) minimum. Exception allows width to be reduced to 32 inches (815 mm) minimum for a length of 24 inches (610 mm) maximum provided that reduced width segments are separated by segments that are 48 inches (1220 mm) long minimum and 36 inches (915 mm) wide minimum.*	☐	☐	☐	
4	**307.2 Protrusion Limits** *Objects with leading edges more than 27 inches (685 mm) and not more than 80 inches (2030 mm) above the finish floor or ground shall protrude 4 inches (100 mm) maximum horizontally into the circulation path. Handrails, however, shall be permitted to protrude 4 ½ inches (115 mm) maximum.*	☐	☐	☐	
5	**403.3 Slope** *The running slope of walking surfaces shall not be steeper than 1:20. (NOTE: If slope exceeds 1:20, check Element 3 – RAMPS.) The cross slope of walking surfaces (perpendicular to direction of travel) shall not be steeper than 1:48.*	☐	☐	☐	
6	**303 Changes in Level** *Where changes in level are permitted in floor or ground surfaces, they shall be one-fourth inch (6.4 mm) high maximum vertically. Changes in level between one-fourth inch (6.4 mm) high maximum and one-half inch (13 mm) high maximum shall be beveled with a slope not steeper than 1:2.*	☐	☐	☐	
7	**302.3 Beveled** *A change in level of one-half inch (13 mm) is permitted to be one-fourth inch (6.4 mm) vertical plus one-fourth inch (6.4 mm) beveled. However, in no case may the combined change in level exceed one-half inch (13 mm). Changes in level exceeding one-half inch (13 mm) must comply with* **405 Ramps** *and* **406 Curb Ramps.**				

ELEMENT 3 – RAMPS, CURB RAMPS AND HANDRAILS (ABAAS 302, 405, 406, 505)

Individuals using wheelchairs need gently sloped ramps with handrails, no dropoff, and a smooth, stable surface with level top and bottom platforms for resting and turning. *To accommodate the widest range of users, provide ramps with the least possible running slope and, wherever possible, accompany ramps with stairs for use by those individuals for whom distance presents a greater barrier than steps; e.g., people with heart disease or limited stamina.*

For measuring slope, consider the ratio of height to length. Slope is the ratio of the amount of "rise" (height) to "run" (distance or length). A sidewalk can be up to a slope of 1:20 (up to one foot "rise" or height in 20 feet of "run" or length). Any slope steeper than that is a ramp, which is allowed to slope up to 1:12 (up to one foot "rise" or height in 12 feet of "run" or length).

In measuring slopes, first measure the height to the highest point to determine the *first number of the ratio.* Then, measure the length of the slope to determine the *second number.* Finally, using basic algebra, compare your measurements to the appropriate ratio. For example, a ramp measures 6" high and 60" long. Is the slope too steep? Using algebra, create an equation using the height and solve for the length:

1/12 = 6/X 1X = (6 * 12), X = 72
(In order to be a 1/12 slope, the length must be at least 72".)

Here, X = 72". That is, for a 6" high ramp, the length must be 72" or more. In this example, the length is less than 72", so the slope is too steep for a wheelchair to navigate.

Another way to determine whether the slope is too steep is to use the appropriate tables shown below. If the height is greater than 30", two ramps with a landing between them must be used. All measurements listed in "height" to "length" are in inches. If the length of the slope exceeds the second number, the ramp or sidewalk is fine (less slope). If the length of the slope is less than the second number, the ramp or sidewalk is too steep. (A sidewalk would then become a ramp and require handrails, etc. A ramp would be too steep for a wheelchair to navigate.)

Ramps (Maximum Slope):					Sidewalks (Maximum Slope):				
1 : 12	7 : 84	13 : 156	19 : 228	25 : 300	1 : 20	7 : 140	13 : 260	19 : 380	25 : 500
2 : 24	8 : 96	14 : 168	20 : 240	26 : 312	2 : 40	8 : 160	14 : 280	20 : 400	26 : 520
3 : 36	9 : 108	15 : 180	21 : 252	27 : 324	3 : 60	9 : 180	15 : 300	21 : 420	27 : 540
4 : 48	10 : 120	16 : 192	22 : 264	28 : 336	4 : 80	10 : 200	16 : 320	22 : 440	28 : 560
5 : 60	11 : 132	17 : 204	23 : 276	29 : 348	05 : 100	11 : 220	17 : 340	23 : 460	29 : 580
6 : 72	12 : 144	18 : 216	24 : 288	30 : 360	6 : 120	12 : 240	18 : 360	24 : 480	30 : 600

ELEMENT 3 – RAMPS, CURB RAMPS AND HANDRAILS (ABAAS 302, 405, 406, 505) (Continued)					
	REVIEW ITEM	COMPLIANT? Yes	No	N/A	COMMENTS/MEASUREMENTS/ SPECIAL CONDITIONS
1	**405.2 Slope** *Ramp runs shall have a running slope not steeper than 1:12. In existing sites, buildings, and facilities, ramps shall be permitted to have running slopes steeper than 1:12 complying with guidelines shown where such slopes are necessary due to space limitations. (Slope steeper than 1:10 but not steeper than 1:8 shall have a maximum rise of 3 inches (75 mm). Slope steeper than 1:12 but not steeper than 1:10 shall have a maximum rise of 6 inches (150 mm). A slope steeper than 1:8 is prohibited.)*	☐	☐	☐	
2	**405.3 Cross Slope** *Cross slope of ramp runs shall not be steeper than 1:48. Cross slope is the slope of the surface perpendicular to the direction of travel. Cross slope is measured the same way as slope is measured (i.e., the rise over the run).*	☐	☐	☐	
3	**302** and **405.4 Floor or Ground Surfaces** *Floor or ground surfaces of ramp runs shall be stable, firm, and slip resistant. Changes in level other than the running slope and cross slope are not permitted on ramp runs.*	☐	☐	☐	
4	**302.1 Advisory Floor or Ground Surfaces** *A stable surface is one that remains unchanged by contaminants or applied force, so that when the contaminant or force is removed, the surface returns to its original condition. A firm surface resists deformation by either indentations or particles moving on its surface. A slip-resistant surface provides sufficient frictional counterforce to the forces exerted in walking to permit safe ambulation.*				
5	**405.5 Clear Width** and **405.6 Rise** *The clear width of a ramp run and, where handrails are provided, the clear width between handrails shall be 36 inches (915 mm) minimum. The rise for any ramp run shall be 30 inches (760 mm) maximum.*	☐	☐	☐	
6	**405.7 Landings** *Ramps shall have landings at the top and the bottom of each ramp run. Level landing is as wide as ramp and at least 60 inches (1525 mm) long at top and bottom of ramp and each turn of ramp. Changes in level are not permitted. Slopes not steeper than 1:48 shall be permitted,*	☐	☐	☐	
7	**405.9 Edge Protection** *Edge protection provided on ramps greater than 10 inches long, using a curb or barrier.* (**NOTE:** The railing or some other provision must be made to avoid a wheelchair's wheel from running off the side of the ramp.)	☐	☐	☐	
8	**406.2 Counter Slope** *Counter slopes of adjoining gutters and road surfaces immediately adjacent to the curb ramp shall not be steeper than 1:20. The adjacent surfaces at transitions at curb ramps to walks, gutters, and streets shall be at the same level.*	☐	☐	☐	
9	**406.3 Sides of Curb Ramps** *If no hand/guard rails, flared sides with slope of flare no more than 1:10 steep.*	☐	☐	☐	
10	**406.5 Location** *Curb ramps and the flared sides of curb ramps shall be located so that they do not project into vehicular traffic lanes, parking spaces, or parking access aisles. Curb ramps at marked crossings shall be wholly contained within the markings, excluding any flared sides.*	☐	☐	☐	
11	**405.8, 504.6** and **505 Handrails** *Ramp runs with a rise greater than 6 inches (150 mm) shall have handrails. Stairs shall have handrails. Handrails are not required on walking surfaces with running slopes less than 1:20. Handrails shall be provided on both sides of stairs and ramps. In assembly areas, handrails shall not be required on both sides of aisle ramps where a handrail is provided at either side or within the aisle width.*	☐	☐	☐	
a	**505.4 Height** *Top of gripping surfaces of handrails shall be 34 inches (865 mm) minimum and 38 inches (965 mm) maximum vertically above walking surfaces, stair nosings, and ramp surfaces. Handrails shall be at a consistent height above walking surfaces, stair nosings, and ramp surfaces.*	☐	☐	☐	
b	**505.5 Clearance** *Clearance between handrail gripping surfaces and adjacent surfaces shall be 1 and one-half inches (38 mm) minimum.*	☐	☐	☐	
c	**505.7.1 Circular Cross Section** *Handrail gripping surfaces with a circular cross section shall have an outside diameter of 1 and one-fourth inches (32 mm) minimum and 2 inches (51 mm) maximum.*	☐	☐	☐	
d	**505.8 Surfaces** *Handrail gripping surfaces and any surfaces adjacent to them shall be free of sharp or abrasive elements and shall have rounded edges.*	☐	☐	☐	
e	**505.9 Fittings** *Handrails shall not rotate within their fittings.*	☐	☐	☐	

ELEMENT 4 – ENTRANCES AND INTERIOR DOORS (ABA F202.2.1, F202.6.2, F206.2.2, F206.2.3, F206.4; ABAAS 404)

Individuals with mobility impairments need a building entrance that is wide, smooth, level or ramped. Entrance doors must be wide, have adequate space for maneuvering (on both the pull and push sides) and require light pressure and no twisting to operate. *At least one accessible route shall be provided within the site from accessible parking spaces and accessible passenger loading zones; public streets and sidewalks; and public transportation stops to an accessible entrance serving the addition. If the only accessible entrances serving the addition are provided in the existing building or facility, the accessible route shall connect at least one existing entrance to all accessible spaces and elements within the addition.*

Door Pressure Measurements:

For measuring door pressure, a fish weighing scale can prove useful. If needed, these are available for a small fee at sporting goods stores. These scales are used to weigh your "catch" by hanging it from the hook on the scales.

To test door pressure, put the hook on the on the door handle and pull with fish scale towards you. If you read the scale when the door begins to move, you have a reading of the amount of "force" (pressure), in pounds, required to open the door. Per this checklist, the "door pressure" should be 8.5 pounds or less, or roughly the force required to open a refrigerator door.

	REVIEW ITEM	COMPLIANT? Yes	No	N/A	COMMENTS/MEASUREMENTS/ SPECIAL CONDITIONS
1	**F206.4 Entrances** and **404.2 Manual Doors, Doorways, and Manual Gates** *Entrance doors, doorways, and gates shall be on an accessible route. Accessible doors are standard single or double leafed hinged doors, not revolving doors.*	☐	☐	☐	
2	**404.2.3 Clear Width** *Door openings shall provide a clear width of 32 inches (815 mm) minimum. Clear openings of doorways with swinging doors shall be measured between the face of the door and the stop, with the door open 90 degrees. Openings more than 24 inches (610 mm) deep shall provide a clear opening of 36 inches (915 mm) minimum. There shall be no projections into the required clear opening width lower than 34 inches (865 mm) above the finish floor or ground.*	☐	☐	☐	
3	**404.2.5 Thresholds** *If provided at doorways, shall be one-half inch (13 mm) high maximum. Raised thresholds and changes in level at doorways shall comply with* **302 Floor and Ground Surfaces** *and* **303 Changes in Level.** *Existing or altered thresholds ¾ inch (19 mm) high maximum that have a beveled edge on each side with a slope not steeper than 1:2 shall not be required to comply with* **404.2.5**.	☐	☐	☐	
4	**404.2.7 Door and Gate Hardware** and **309.4 Operation** *Handles, pulls, latches, locks, and other operable parts on doors and gates shall be operable with one hand and shall not require tight grasping, pinching, or twisting of the wrist. Operable parts of such hardware shall be 34 inches (865 mm) minimum and 48 inches (1220 mm) maximum above the finish floor or ground. Where sliding doors are in the fully open position, operating hardware shall be exposed and usable from both sides.*	☐	☐	☐	
5	**404.2.9 Door and Gate Opening Force** and **309.4 Operation** *The maximum opening force shall be 5 pounds on interior hinged/sliding/folding doors (about as much as needed to open a refrigerator door). Maximum force pertains to the continuous application of force necessary to fully open a door, not the initial force needed to overcome the inertia of the door. It does not apply to the force required to retract bolts or to disengage other devices used to keep the door in a closed position.*	☐	☐	☐	
6	**404.2.6 Doors and Gates in Series** *The distance between two hinged or pivoted doors in series and gates in series shall be 48 inches (1220 mm) minimum plus the width of doors or gates swinging into the space..*	☐	☐	☐	

ELEMENT 5 – RESTROOMS
(ABA F206.2.4, F213.3.1, F216.2, F216.8; ABAAS 305, 306, 308, 309, 404, 603, 604, 605, 606, 609)

Individuals with mobility impairments need restrooms that they can get to and use easily and safely. Fixtures need adequate clear floor space for approach and use, and some require sturdily mounted grab bars for support or transfer. Controls and hardware must be within reach and easily operable. Hot, sharp, abrasive, or protruding objects are hazards.

	REVIEW ITEM	COMPLIANT? Yes	No	N/A	COMMENTS/MEASUREMENTS/ SPECIAL CONDITIONS
1	**F206.2.4 Spaces and Elements** and **603 Toilet and Bathing Facilities** *Accessible route shall follow the circulation path. At least one accessible toilet for each sex on each floor of multiple facilities. Where only one toilet is provided in a building or facility for each sex, either one unisex toilet or one toilet for each sex shall be provided on an accessible route.*	☐	☐	☐	
2	**404.2.3 Clear Width** and **309.4 Operation** [Addressed under Element 4, items 2 and 4], **F216.2 Sign Designations** and **F216.8 Toilet Rooms and Bathing Rooms** *Where existing toilet rooms or bathing rooms do not comply with* **603 Toilet and Bathing Facilities,** *directional signs indicating the location of the nearest toilet room or bathing room within the facility shall be provided.* [Addressed under Element 8]	☐	☐	☐	
3	**404.2.3 Clear Width, 604.8.1.2 Doors** and **604.8.2.2 Doors** *Toilet stall door openings shall provide a clear width of 32 inches (815 mm) minimum. Doors shall not swing into the minimum required compartment area.*	☐	☐	☐	
4	**604.8.1.1 Size** *Wheelchair accessible compartments shall be 60 inches (1525 mm) wide minimum measured perpendicular to the side wall, and 56 inches (1420 mm) deep minimum for wall hung water closets and 59 inches (1500 mm) deep minimum for floor mounted water closets measured perpendicular to the rear wall.*	☐	☐	☐	
5	**604.8.1.4 Toe Clearance** *The front partition and at least one side partition shall provide a toe clearance of 9 inches (230 mm) minimum above the finish floor and 6 inches (150 mm) deep minimum beyond the compartment-side face of the partition, exclusive of partition support members. Toe clearance at the front partition is not required in a compartment greater than 62 inches (1575 mm) deep with a wall-hung water closet or 65 inches (1650 mm) deep with a floor-mounted water closet. Toe clearance at the side partition is not required in a compartment greater than 66 inches (1675 mm) wide.*	☐	☐	☐	

ELEMENT 5 – RESTROOMS (Continued) (ABA F206.2.4, F213.3.1, F216.2, F216.8; ABAAS 305, 306, 308, 309, 404, 603, 604, 605, 606, 609)					
	REVIEW ITEM	COMPLIANT? Yes	No	N/A	COMMENTS/MEASUREMENTS/ SPECIAL CONDITIONS
6	**604.5** and **609 Grab Bars** *Grab bars shall be provided on the side wall closest to the water closet and on the rear wall.*				
a	**604.5.1 Side Wall** *The side wall grab bar shall be 42 inches (1065 mm) long minimum, located 12 inches (305 mm) maximum from the rear wall and extending a total of 54 inches (1370 mm) minimum from the rear wall.*	☐	☐	☐	
b	**604.5.2 Rear Wall** *The rear wall grab bar shall be 36 inches (915 mm) long minimum and extend from the centerline of the water closet 12 inches (305 mm) minimum on one side and 24 inches (610 mm) minimum on the other side. The rear grab bar shall be permitted to be 24 inches (610 mm) long minimum, centered on the water closet, where wall space does not permit a length of 36 inches (915 mm) minimum due to the location of a recessed fixture adjacent to the water closet. Where an administrative authority requires flush controls for flush valves to be located in a position that conflicts with the location of the rear grab bar, then the rear grab bar shall be permitted to be split or shifted to the open side of the toilet area.*	☐	☐	☐	
c	**604.8.1.5 Grab Bars, 609.2.1 Circular Cross Section** and **609.2.2 Non-Circular Cross Section** *Grab bars with circular cross sections shall have an outside diameter of one and one-fourth inches (32 mm) minimum and 2 inches (51 mm) maximum. Grab bars with non-circular cross sections shall have a cross-section dimension of 2 inches (51 mm) maximum and a perimeter dimension of 4 inches (100 mm) minimum and 4.8 inches (120 mm) maximum.* (**NOTE:** A "round" grab bar has a "circular cross section". If it were cut through, and you looked at the end of it, the grab bar would be circular in shape. Newer grab bars also come in an "oval" or "rounded rectangle" shape. These are acceptable, provided they meet the requirements for a "non-circular cross section" described here.)	☐	☐	☐	
d	**609.3 Spacing** *The space between the wall and the grab bar shall be one and one-half inches (38 mm). The space between the grab bar and projecting objects below and at the ends shall be one and one-half inches (38 mm) minimum. The space between the grab bar and projecting objects above shall be 12 inches (305 mm) minimum.*	☐	☐	☐	
e	**609.4 Position of Grab Bars** *Grab bars shall be installed in a horizontal position, 33 inches (840 mm) minimum and 36 inches (915 mm) maximum above the finish floor measured to the top of the gripping surface.*	☐	☐	☐	
f	**609.5 Surface Hazards, 609.6 Fittings,** and **609.8 Structural Strength** *Grab bars and any wall or other surfaces adjacent to grab bars shall be free of sharp or abrasive elements and shall have rounded edges. Grab bars shall not rotate within their fittings. Allowable stresses shall not be exceeded for materials used when a vertical or horizontal force of 250 pounds (1112 N) is applied at any point on the grab bar, fastener, mounting device, or supporting structure.*	☐	☐	☐	
7	**F213.3.1** and **604 Water Closets and Toilet Compartments**				
a	**604.2 Typical Accessible Stall** *The water closet shall be positioned with a wall or partition to the rear and to one side. The centerline of the water closet shall be 16 inches (405 mm) minimum to 18 inches (455 mm) maximum from the side wall or partition. Water closets shall be arranged for a left-hand or right-hand approach.*	☐	☐	☐	
b	**604.2 Ambulatory Accessible Stall** *The water closet in an ambulatory accessible stall shall be positioned 17 inches (430 mm) minimum and 19 inches (485 mm) maximum from the side wall or partition. The ambulatory accessible toilet compartment shall have a depth of 60 inches (1525 mm) minimum and a width of 35 inches (890 mm) and 37 inches (940 mm) maximum.* (**NOTE:** An ambulatory accessible stall is required only when six or more stalls are provided in a bathroom. It is designed for persons who are mobility impaired but do not use a wheelchair. The stall is designed with grab bars on both side walls to steady them as they stand and maneuver. See item 6a above for grab bar requirements. The stall is not large enough for a wheelchair to enter and turn around.)	☐	☐	☐	
8	**604.3 Clearance Size** and **604.3.2 Overlap** *Clearance around a water closet shall be 60 inches (1525 mm) minimum measured perpendicular from the side wall and 56 inches (1420 mm) minimum measured perpendicular from the rear wall. The required clearance around the water closet shall be permitted to overlap the water closet, associated grab bars, dispensers, sanitary napkin disposal units, coat hooks, shelves, accessible routes, clear floor space and clearances required at other fixtures, and the turning space. No other fixtures or obstructions shall be located within the required water closet clearance. When the door to the toilet room is placed directly in front of the water closet, the water closet cannot overlap the required maneuvering clearance for the door inside the room.*	☐	☐	☐	
9	**604.4 Seats** *The seat height of a water closet above the finish floor shall be 17 inches (430 mm) minimum and 19 inches (485 mm) maximum measured to the top of the seat. A water closet in a toilet room for a single occupant accessed only through a private office and not for common use or public use shall not be required to comply.*	☐	☐	☐	
10	**604.6 Flush Controls** and **309.4 Operation** *Flush controls shall be hand operated or automatic and shall be installed 44 inches (915 mm) maximum above the finish floor. Flush controls shall be located on the open side of the water closet except in ambulatory accessible compartments with measurements as shown in item 7b above.* (**NOTE:** In the ambulatory stall described in item 7b above, the flush control can be on either side of the water closet, since the water closet is centered in the stall.) *Hand operated flush controls shall be operable with one hand and shall not require tight grasping, pinching, or twisting of the wrist. The force required to activate operable parts shall be 5 pounds (22.2 N) maximum.* (**NOTE:** As noted in Element 4, a fish weighing scale may prove useful in measuring force.)	☐	☐	☐	

ELEMENT 5 – RESTROOMS (Continued)
(ABA F206.2.4, F213.3.1, F216.2, F216.8; ABAAS 305, 306, 308, 309, 404, 603, 604, 605, 606, 609)

	REVIEW ITEM	COMPLIANT? Yes	No	N/A	COMMENTS/MEASUREMENTS/ SPECIAL CONDITIONS
11	**F213.3.3 Urinals, 605.2 Urinal Height and Depth,** and **305 Clear Floor or Ground Space** *Urinals shall be the stall-type or the wall-hung type with the rim 17 inches (430 mm) maximum above the finish floor or ground. Urinals shall be 13 and one-half inches (345 mm) deep minimum measured from the outer face of the urinal rim to the back of the fixture. The clear floor or ground space shall be 30 inches (760 mm) minimum by 48 inches (1220 mm) minimum.*	☐	☐	☐	
12	**604.7 Dispensers** *Toilet paper dispensers shall be operable with one hand and shall not require tight grasping, pinching, or twisting of the wrist. They shall be 7 inches (180 mm) minimum and 9 inches (230 mm) maximum in front of the water closet measured to the centerline of the dispenser. The outlet of the dispenser shall be 15 inches (380 mm) minimum and 48 inches (1220 mm) maximum above the finish floor and shall not be located behind grab bars. Dispensers shall not be of a type that controls delivery or that does not allow continuous paper flow.*	☐	☐	☐	
13	**604.7 Dispensers** *If toilet paper dispensers are installed above the side wall grab bar, the outlet of the toilet paper dispenser must be 48 inches (1220 mm) maximum above the finish floor and the top of the gripping surface of the grab bar must be 33 inches (840 mm) minimum and 36 inches (915 mm) maximum above the finish floor.* NOTE TO REVIEWER: A dispenser above a grab bar is not required, but if it's positioned above the grab bar, these are the required dimensions. Check box options have been retained for this Advisory.	☐	☐	☐	
14	**F213.3.4 Lavatories, 305 Clear Floor or Ground Space, 306, Knee and Toe Clearance, 606.3 Height,** and **606.5 Exposed Pipes and Surfaces** *Lavatories and sinks shall be installed with the front of the higher of the rim or counter surface 34 inches (865 mm) maximum above the finish floor or ground.* (**NOTE:** A lavatory in a toilet or bathing facility for a single occupant accessed only through a private office and not for common use or public use shall not be required to comply.) *Water supply and drain pipes under lavatories and sinks shall be insulated or otherwise configured to protect against contact. There shall be no sharp or abrasive surfaces under lavatories or sinks. The clear floor space in front of sink shall be 30 inches (760 mm) minimum by 48 inches (1220 mm) minimum.*	☐	☐	☐	
15	**606.4 Faucets** and **309 Operable Parts** *Controls for faucets shall be operable with one hand and shall not require tight grasping, pinching, or twisting of the wrist. The force required to activate operable parts shall be 5 pounds (22.2 N).*	☐	☐	☐	
16	**308 Reach Ranges, 604.7 Dispensers, 604.8.3 Coat Hooks and Shelves** *If soap and towel dispensers are provided, they must be located so that they are conveniently usable by a person at the accessible lavatory. Coat hooks shall be located within one of the reach ranges specified. Shelves shall be located 40 inches (1015 mm) minimum and 48 inches (1220 mm) maximum above the finish floor. Where a forward or side reach is unobstructed, the high forward or side reach shall be 48 inches (1220 mm) maximum and the low forward reach shall be 15 inches (380 mm) minimum above the finish floor or ground. Where a forward reach is over an obstruction, the high forward reach shall be 48 inches (1220 mm) maximum where the reach depth is 20 inches (510 mm) maximum. Where the reach depth exceeds 20 inches (510 mm), the high forward reach shall be 44 inches (1120 mm) maximum and the reach depth shall be 25 inches (625 mm) maximum. Where a side reach is over an obstruction, the high side reach shall be 48 inches (1220 mm) maximum for a reach depth of 10 inches (255 mm) maximum. Where the reach depth exceeds 10 inches (255 mm), the high side reach shall be 46 inches (1170 mm) maximum for a reach depth of 24 inches (610 mm) maximum.*	☐	☐	☐	
17	**F213.3.5** and **603.3 Mirrors** *Mirrors located above lavatories or countertops shall be installed with the bottom edge of the reflecting surface 40 inches (1015 mm) maximum above the finish floor or ground. Mirrors not located above lavatories or countertops shall be installed with the bottom edge of the reflecting surface 35 inches (890 mm) maximum above the finish floor or ground. A single full-length mirror can accommodate a greater number of people. In order for mirrors to be usable by people who are ambulatory and people who use wheelchairs, it is advisable that the top of edge of mirrors should be 74 inches (1880 mm) minimum from the floor or ground.*	☐	☐	☐	

ELEMENT 6 – ELEVATORS (ABA F206.2.3; ABAAS 302.1, 407)

All persons benefit from conveniently located elevators. Adequate maneuvering space must be provided. Provide time to enter the cab and access the marked controls. Persons with visual impairments need audible indicators for direction of travel and floors and tactile markings at all controls. Persons who are deaf or hard of hearing need this information to be visual.

	REVIEW ITEM	COMPLIANT? Yes	No	N/A	COMMENTS/MEASUREMENTS/ SPECIAL CONDITIONS
1	**F206.2.3 Multi-Story Buildings and Facilities, 407.3 Elevator Door Requirements** *At least one elevator shall serve each level on an accessible route in a multi-story facility, unless ramped. Elevator doors shall be the horizontal sliding type. Car gates shall be prohibited. Elevator hoistway and car doors shall open and close automatically. Existing manually operated hoistway swing doors shall be permitted provided that they comply with* **404.2.3 Clear Width** *and* **404.2.9 Door and Gate Opening Force.** *Car door closing shall not be initiated until the hoistway door is closed.*	☐	☐	☐	

ELEMENT 6 – ELEVATORS (ABA F206.2.3; ABAAS 302.1, 407) (Continued)					
	REVIEW ITEM	COMPLIANT?			COMMENTS/MEASUREMENTS/
2	**407.3.3 Reopening Device** *Elevator doors shall be provided with a reopening device that shall stop and reopen a car door and hoistway door automatically if the door becomes obstructed by an object or person. The device shall be activated by sensing an obstruction passing through the opening at 5 inches (125 mm) nominal and 29 inches (735 mm) nominal above the finish floor. The device shall not require physical contact to be activated, although contact is permitted to occur before the door reverses. Door reopening devices shall remain effective for 20 seconds minimum. Existing elevators with manually operated doors shall not be required to comply.*	☐	☐	☐	
3	**407.2.1 Call Controls** *Where elevator call buttons or keypads are provided, they shall be located within one of the reach ranges specified in* ***308*** **Reach Ranges,** *measured to the centerline of the highest operable part. Call buttons shall be raised or flush; however, existing elevators shall be permitted to have recessed call buttons. Existing call buttons and existing keypads shall be permitted to be located at 54 inches (1370 mm) maximum above the finish floor, measured to the centerline of the highest operable part. Call buttons shall be three-fourth inch (19 mm) minimum in the smallest dimension. Existing elevator call buttons shall not be required to comply. A clear floor or ground space complying with* **305 Clear Floor or Ground Spaces** *shall be provided at call controls. The call button that designates the up direction shall be located above the call button that designates the down direction. Destination-oriented elevators shall not be required to comply.*	☐	☐	☐	
4	**407.4.1 Car Dimensions** *Clear width of elevator doors shall be 42 inches (1065 mm) minimum if door location is centered. If door opens in the center, the floor is at least 51 inches by 80 inches. If door opens on the side (off-centered), then door clear width shall be 36 inches (915 mm) minimum; a tolerance of minus 5/8 inch (16 mm) is permitted. If door opens on one side, floor shall be at least 51 inches by 68 inches.* (NOTE: Refer to guideline; some other sizes are acceptable).	☐	☐	☐	
5	**407.3.5 Door Delay** *Elevator doors shall remain fully open in response to a car call for 3 seconds minimum.*	☐	☐	☐	
6	**407.4.3 Platform to Hoistway Clearance** *The clearance between the car platform sill and the edge of any hoistway landing shall be one and one-fourth inch (32 mm) maximum.*	☐	☐	☐	
7	**302.1 Floor or Ground Surfaces** *Elevator floor shall be stable, firm, and slip resistant.*	☐	☐	☐	
8	**407.2.1.5 Signals, 407.2.2 Hall Signals,** *and* **407.2.3.1 Floor Designation** *Call buttons shall have visible signals to indicate when each call is registered and when each call is answered. Destination-oriented elevators shall not be required to comply, provided that visible and audible signals indicating which elevator car to enter are provided. Floor designations shall be provided on both jambs of elevator hoistway entrances. Floor designations shall be provided in both tactile characters and Braille. Tactile characters shall be 2 inches (51 mm) high minimum. A tactile star shall be provided on both jambs at the main entry level.*	☐	☐	☐	
9	**407.4.6.4 Emergency Controls, 407.4.7 Designations and Indicators of Car Controls,** and **407.4.7.1.4 Visible Indicators** *Emergency control buttons shall have their centerlines 35 inches (890 mm) minimum above the finish floor. Emergency controls, including the emergency alarm, shall be grouped at the bottom of the panel. Control buttons shall be identified by tactile characters. Raised character and Braille designations shall be placed immediately to the left of the control button to which the designations apply. Where space on an existing car operating panel precludes tactile markings to the left of the controls, markings shall be placed as near to the control as possible. The control button for the emergency stop, alarm, door open, door close, main entry floor, and phone, shall be identified with tactile symbols. Refer to* **Table 407.4.7.1.3 Elevator Control Button Identification.** *Buttons with floor designations shall be provided with visible indicators to show that a call has been registered. The visible indication shall extinguish when the car arrives at the designated floor.*	☐	☐	☐	
10	**407.4.4 Leveling** *Each car shall be equipped with a self-leveling feature that will automatically bring and maintain the car at floor landings within a tolerance of one-half inch (13 mm) under rated loading to zero loading conditions.*	☐	☐	☐	

ELEMENT 7 – STAIRS AND LIFTS (ABAAS 504, 505)					
People with visual impairments need stairs that have uniform tread and riser height, that have handrails which guide them and which indicate landings. Stair lifts benefit people with mobility impairments but cannot substitute for elevators in new construction. They can be a successful solution to existing stairs that cannot be ramped.					
	REVIEW ITEM	COMPLIANT?			COMMENTS/MEASUREMENTS/ SPECIAL CONDITIONS
		Yes	No	N/A	
1	**504.2 Stairway Treads and Risers** *All steps on a flight of stairs shall have uniform riser heights and uniform tread depths. Risers shall be 4 inches (100 mm) high minimum and 7 inches (180 mm) high maximum. Treads shall be 11 inches (280 mm) deep minimum. Open risers are not permitted. Stair treads shall be stable, firm, and slip resistant. Changes in level are not permitted. Treads shall be permitted to have a slope not steeper than 1:48.*	☐	☐	☐	
2	**504.5 Nosings** *The radius of curvature at the leading edge of the tread shall be one-half inch (13 mm) maximum. Nosings that project beyond risers shall have the underside of the leading edge curved or beveled. The permitted projection of the nosing shall extend one and one-half inches (38 mm) maximum over the tread.*	☐	☐	☐	

ELEMENT 7 – STAIRS AND LIFTS (ABAAS 504, 505) (Continued)					
	REVIEW ITEM	COMPLIANT? Yes	No	N/A	COMMENTS/MEASUREMENTS/ SPECIAL CONDITIONS
3	**505 Handrails, 505.10.2 Top Extension of Stairs,** *and* **505.10.3 Bottom Extension of Stairs** *Refer to Element 3, Item 12 a-f. At the top of a stair flight, handrails shall extend horizontally above the landing for 12 inches (305 mm) minimum beginning directly above the first riser nosing. Extensions shall return to a wall, guard, or the landing surface, or shall be continuous to the handrail of an adjacent stair flight. At the bottom of a stair flight, handrails shall extend at the slope of the stair flight for a horizontal distance at least equal to one tread depth beyond the last riser nosing. Extension shall return to a wall, guard, or the landing surface, or shall be continuous to the handrail of an adjacent stair flight.*	☐	☐	☐	

ELEMENT 8 – COMMUNICATION ELEMENTS AND FEATURES
(ADA 215, 216; ABA F215, F216, F217; ABAAS 305, 308, 702, 703, 704, 705)

Persons with disabilities need exhibits, signs and information displays adequately lighted, in high-contrast colors, in large, easy-to-read print, in Braille and at levels where the material may be read by people who are short or by persons in wheelchairs. Tactile objects allow persons with visual impairments to enjoy exhibits and displays. Audio information, or some other format, should be available to persons who are deaf or hard of hearing. The services available to provide accessibility, as well as general information about the building or site, should inform persons on the extent of the building's or site's accessibility.

Persons using wheelchairs need adequate clear floor space to access telephones and a low mounting height so they can reach all operable parts. Individuals with hearing impairments need volume controls.

Section 508 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794d) requires that when Federal agencies develop, procure, maintain, or use electronic and information technology, Federal employees with disabilities have access to and use of information and data that is comparable to the access and use by Federal employees who are not individuals with disabilities, unless an undue burden would be imposed on the agency. Section 508 also requires that individuals with disabilities, who are members of the public seeking information or services from a Federal agency, have access to and use of information and data that is comparable to that provided to the public who are not individuals with disabilities, unless an undue burden would be imposed on the agency.

People with visual impairments need audible emergency warning systems; and persons with hearing impairments need visual alarms.

	REVIEW ITEM	COMPLIANT? Yes	No	N/A	COMMENTS/MEASUREMENTS/ SPECIAL CONDITIONS
1	**F216.2 Designations** *and* **703 Signs** *Interior and exterior signs provide direction to or information about spaces and facilities of the site and can be located in parking lots, at entrances, exit passageways, restrooms, telephone areas, or any room or space where designations, labels, or names are needed. Where both visual and tactile characters are required (interior or exterior), either one sign with both visual and tactile characters, or two separate signs, one with visual, and one with tactile characters, shall be provided. Tactile text descriptors are required for pictograms that are provided to label or identify a permanent room or space. Pictograms that provide information about a room or space, such as "no smoking," occupant logos, and the International Symbol of Accessibility are not required to have text descriptors.*	☐	☐	☐	
2	**703 Signs** *Visual signs should have color contrast and be of appropriate height (48-60 inches) and located on the latch side of door. Characters shall be uppercase and shall not be italic, oblique, script, highly decorative, or of other unusual formats. Signs duplicated in Braille (designed to be read by touch) should have raised characters with no sharp or abrasive edges.* (**NOTE:** Exempted for existing signs until sign replaced or lease renewed.)	☐	☐	☐	
3	**703.4.1 Height Above Finish Floor or Ground** *and* **703.4.2 Location** *Visual signs shall be at appropriate height (48-60 inches) from the finish floor or ground surface and located on the latch side of door. Signs containing tactile characters shall be located so that a clear floor space of 18 inches (455 mm) minimum by 18 inches (455 mm) minimum, centered on the tactile characters, is provided beyond the arc or any door swing between the closed position and 45 degree open position. Where a tactile sign is provided at double doors with one active leaf, the sign shall be located on the inactive leaf. Where a tactile sign is provided at double doors with two active leafs, the sign shall be located to the right of the right hand door. Where there is no wall space at the latch side of a single door or at the right side of double doors, signs shall be located on the nearest adjacent wall. Signs with tactile characters shall be permitted on the push side of doors with closers and without hold-open devices.*	☐	☐	☐	
4	**F216, 703 Signs,** and **703.5.1 Finish and Contrast** *Visual signs should have color contrast. Characters shall be uppercase and shall not be italic, oblique, script, highly decorative, or of other unusual formats. Visual characters and their background shall have a non-glare finish. Characters shall contrast with their background with either light characters on a dark background or dark characters on a light background. Shadows cast by lighting sources, surface glare, and the uniformity of text should be considerations. Signs duplicated in Braille (designed to be read by touch) should have raised characters 1/32 inch (0.8 mm) above their background with no sharp or abrasive edges.* (**NOTE:** Exempted for existing signs until sign replaced or lease renewed.)	☐	☐	☐	
5	**F217.2 Wheelchair Accessible Telephones, 305 Clear Floor or Ground Space, 308 Reach Ranges,** *and* **704 Telephones** *Where public telephones are provided, at least one accessible wheelchair telephone shall be provided per floor, level, and exterior site on an accessible route. Clear floor space shall be 30 inches by 48 inches minimum in front of phone. Telephones shall have push-button controls where such service is available and be within a reach range of 48 inches maximum. The cord from the telephone to the handset shall be 29 inches (735 mm) long minimum.*	☐	☐	☐	
6	**F217.4** *and* **704.4 TTYs** *Where four or more public telephones are provided in a group, a TTY for the deaf or hard of hearing shall be provided per floor, level, and exterior site on an accessible route. TTYs required at a public pay telephone for the deaf or hard of hearing shall be permanently affixed within, or adjacent to, the telephone enclosure. Where an acoustic coupler is used, the telephone cord shall be sufficiently long to allow connection of the TTY and the telephone receiver.*	☐	☐	☐	

ELEMENT 8 – COMMUNICATION ELEMENTS AND FEATURES (Continued) (ADA 215, 216; ABA F215, F216, F217, F230; ABAAS 305, 308, 702, 703, 704, 705, 708)					
7	**Rehabilitation Act, Section 508 (29 USC 794d)** *requires agencies to make their electronic and information technology accessible to people with disabilities. The law was inacted to direct agencies to give disabled employees and members of the public access to information that is comparable to the access available to others. To comply with this ruling, services available to people with disabilities (i.e., sign language, captioned films, etc.) shall be identified and publicized. In addition, accessibility features should be included in any publicized materials relating to a facility or its programs and activities.*	☐	☐	☐	
8	**702 Fire Alarm Systems** *Fire alarm systems shall have permanently installed audible and visible (flashing) alarms.*	☐	☐	☐	
9	**F230** *and* **708 Two-Way Communication Systems** *Where a two-way communication system is provided to grain admittance to a building or facility or to restricted areas within a building or facility, the system shall provide both audible and visual signals. A light can be used to indicate visually that assistance is on the way. Signs indicating the meaning of visual signals should be provided. Handset cords, if provided, shall be 29 inches (735 mm) long minimum.*	☐	☐	☐	

ELEMENT 9 – DRINKING FOUNTAINS (ADA 211; ABA F211; ABAAS 305.3, 306.2, 306.3, 309, 602.2, 602.4, 602.6) Individuals using wheelchairs need drinking fountains mounted low so they can reach the spout. They need to be able to pull up under the fountain or along its side. Persons who have difficulty using their hands need controls that can be easily operated.					
1	**F211.2 Minimum Number** *and* **602.2 Clear Floor Space** *Where drinking fountains are provided on an accessible exterior site, on a floor, or within a secured area, no fewer than two drinking fountains shall be provided.* (**NOTE:** A high/low combination drinking fountain may be used to meet this requirement. The object is to provide a low water outlet for wheelchair users and a high water outlet for those individuals who experience problems in bending.) *Units shall have a clear floor or ground space measuring 30 inches (760 mm) minimum by 48 inches (1220 mm) minimum and positioned for a forward approach and centered on the unit. Knee clearance space under the fountain shall be between 9 inches (230 mm) and 27 inches (685 mm) above the finish floor or ground. Knee clearance shall extend 25 inches (635 mm) maximum under an element at 9 inches (230 mm) above the finish floor or ground. Where knee clearance is required under an element as part of a clear floor space, the knee clearance shall be 11 inches (280 mm) deep minimum at 9 inches (230 mm) above the finish floor or ground, and 8 inches (205 mm) deep minimum at 27 inches (685 mm) above the finish floor or ground.*	☐	☐	☐	
2	**602.3 Operable Parts, 602.4 Spout Height, 602.5 Spout Location,** *and* **602.6 Water Flow** *Operable parts shall be operable with one hand and shall not require tight grasping, pinching, or twisting of the wrist. Spout outlets shall be 36 inches (915 mm) maximum above the finish floor or ground. The spout shall be located 15 inches (380 mm) minimum from the vertical support and 5 inches (125 mm) maximum from the front edge of the unit, including bumpers. The spout shall provide a flow of water 4 inches (100 mm) high minimum and shall be located 5 inches (125 mm) maximum from the front of the unit. Where a single drinking fountain (such as a "hi-lo unit") complies with items 1 and 2, it shall be permitted to be substituted for two separate drinking fountains.*	☐	☐	☐	
3	**602.7 Drinking Fountains for Standing Persons** *Where more than the minimum number of drinking fountains are provided, 50 percent of the total number of drinking fountains shall comply with Items 1 and 2 above. For the other 50 percent, spout outlets of drinking fountains for standing persons shall be 38 inches (965 mm) minimum and 43 inches (1090 mm) maximum above the finish floor or ground.*	☐	☐	☐	
4	**306.3 Knee Clearance** *Knee clearance space under an element shall be between 9 inches (230 mm) and 27 inches (685 mm) above the finish floor or ground. Where knee clearance is required under an element as part of a clear floor space, the knee clearance shall be 11 inches (280 mm) deep minimum at 9 inches (230 mm) above the finish floor or ground, and 8 inches (205 mm) deep minimum at 27 inches (685 mm) above the finish floor or ground.*	☐	☐	☐	

ELEMENT 10 – ASSEMBLY, MEETING AND CONFERENCE AREAS (ADA 221; ABA F206, F219, F221; ABAAS 802) People using wheelchairs need a level area from which they can view the performance area. For a conference room, space for a wheelchair to maneuver into the room and to the table and space at the conference table would be provided. Both the seating area and the performance area must be on an accessible route. Persons with hearing impairments need an auxiliary listening system.					
1	**F221.2.1.1 Number of Wheelchair Spaces in Assembly Areas** *Wheelchair spaces shall comply as follows:* Number of Seats / Minimum Number of Required Wheelchair Spaces 4 to 25 — 1 26 to 50 — 2 51 to 150 — 4 151 to 300 — 5 301 to 500 — 6	☐	☐	☐	
2	**F221.2 Wheelchair Spaces** *and* **802 Wheelchair Spaces, Companion Seats, and Designated Aisle Seats** *The floor or ground surface of wheelchair spaces shall be stable, firm, and slip resistant. Changes in level are not permitted. Slopes not steeper than 1:48 shall be permitted.*	☐	☐	☐	

ELEMENT 10 – ASSEMBLY, MEETING AND CONFERENCE AREAS (Continued) (ADA 221; ABA F206, F219, F221; ABAAS 802)					
3	**802.1.4 Approach** *and* **802.1.5 Overlap** *Wheelchair spaces shall adjoin accessible routes. Accessible routes shall not overlap wheelchair spaces. Because accessible routes serving wheelchair spaces are not permitted to overlap the clear floor space at wheelchair spaces, access to any wheelchair space cannot be through another wheelchair space. Wheelchair spaces shall not overlap circulation paths. The term "circulation paths" means aisle width required by applicable building or life safety codes for the specific assembly occupancy. Where the circulation path provided is wider than the required aisle width, the wheelchair space may intrude into that portion of the circulation path that is provided in excess of the required aisle width.*	☐	☐	☐	
4	**802.2 Lines of Sight** *Persons in wheelchair spaces shall be afforded lines of sight to a screen, performance area, or playing field over the heads or between the shoulders of seated or standing spectators in front of wheelchair spaces.*	☐	☐	☐	
5	**802.3 Companion Seats** *and* **802.4 Designated Aisle Seats** *In row seating, companion seats shall be located to provide shoulder alignment with adjacent wheelchair spaces. The shoulder alignment point of the wheelchair space shall be measured 36 inches (915 mm) from the front of the wheelchair space. The floor surface of the companion seat shall be at the same elevation as the floor surface of the wheelchair space. Companion seats shall be equivalent in size, quality, comfort, and amenities to the seating in the immediate area. Companion seats shall be permitted to be movable. Where armrests are provided on the seating in the immediate area, folding or retractable armrests shall be provided on the aisle side of the seat. Each designated aisle seat shall be identified by a sign or marker.*	☐	☐	☐	
6	**F206.2.6 Performance Areas** *Where a circulation path directly connects a performance area to an assembly seating area, an accessible route shall directly connect the assembly seating area with the performance area.*	☐	☐	☐	
7	**F219 Assistive Listening Systems** *If audio amplification is provided in the assembly area, assistive listening systems (volume controls, wireless headphones, infrared, etc.) shall be provided in each assembly area where audible communication is integral to the use of the space. Twenty-five percent minimum of receivers provided, but no fewer than two, shall be hearing-aid compatible. Where a building contains more than one assembly area and the assembly areas required to provide assistive listening systems are under one management, the total number of required receivers shall be permitted to be calculated according to the total number of seats in the assembly areas in the building provided that all receivers are usable with all systems. Where all seats in an assembly area are served by an induction loop assistive listening system, the minimum number of receivers required to be hearing-aid compatible shall not be required to be provided.*	☐	☐	☐	

ELEMENT 11 – BREAK ROOMS, PICNIC AREAS, SEATING, TABLES, DINING AND WORK AREAS (ABA F202.6.5.7, F225, F226; ABAAS 302, 305, 306, 309, 811, 902)					
People using wheelchairs need access into the break room and space to pull up to a table. Typical tables provide an accessible height surface. People using wheelchairs need picnic tables with one end extended or with a portion of a bench removed so that the table legs or benches do not prohibit access. Picnic tables need to be on an accessible route and located on a firm, level surface. Persons using wheelchairs need seating with flat, clear floor space in front of tables, counters, and work areas, as well as sufficient knee clearance.					
1	**F226 Dining and Work Surfaces, 302 Floor or Ground Surfaces, 305 Clear Floor or Ground Space** *Where dining surfaces are provided for the consumption of food or drink, at least 5 percent of the seating or standing spaces at the dining surfaces shall provide for a clear floor or ground space of 30 inches (760 mm) minimum by 48 inches (1220 mm) minimum, with a forward positioned approach. Floor and ground surfaces shall be stable, firm, and slip resistant. This also applies to work surfaces. Five percent, but not less than one, of permanently installed work surfaces used by employees in each work area must be accessible.*	☐	☐	☐	
2	**306.3 Knee Clearance** *Knee clearance space under an element shall be between 9 inches (230 mm) and 27 inches (685 mm) above the finish floor or ground. Where knee clearance is required under an element as part of a clear floor space, the knee clearance shall be 11 inches (280 mm) deep minimum at 9 inches (230 mm) above the finish floor or ground, and 8 inches (205 mm) deep minimum at 27 inches (685 mm) above the finish floor or ground.*	☐	☐	☐	
3	**902.3 Height** *The tops of dining or work surfaces shall be 28 inches (710 mm) minimum and 34 inches (865 mm) maximum above the finish floor or ground.*	☐	☐	☐	
4	**F202.6.5.7 Depositories, Vending Machines, Change Machines, and Mail Boxes** *Where provided, at least one of each type of depository, vending or change machine shall comply with guidelines under* **309 Operable Parts.** *Where mail boxes are provided in an interior location, at least 5 percent, but no fewer than one shall comply with* **309.**	☐	☐	☐	
5	**F225 Storage Facilities** *Where storage is provided in accessible spaces, at least one of each type shall follow accessibility guidelines. Types of storage include, but are not limited to, closets, cabinets, shelves, clothes rods, hooks, and drawers. Refer to* **811 Storage** *for detailed specifications.*	☐	☐	☐	

5. APPROVALS			
a. PRINTED NAME OF INDIVIDUAL	b. TITLE	c. SIGNATURE	d. DATE
1			
2			
3			