

ADDENDUM NO. 2 - QUESTIONS AND RESPONSES

Invitation for Bid 2018-10 – Kitchen and Bath Improvements at Cottage City

RE: Cottage City Pre-Bid Meeting Walk through Notes (07/25/18)

- Are contractors responsible for moving tenants' boxed items for relocation
Yes, contractor is responsible for the relocation of tenant items into onsite storage containers. Contractor is responsible providing onsite storage containers for this purpose.
- Is Housing Authority providing cabinets, flooring, appliances ?
Yes , Housing Authority will provide cabinets, flooring, appliances(to include range hood). Only the cost of installation should be included in the Contractor's Bid. *NOTE: Countertops are to be furnished and installed by contractor.
- Provide countertop samples
Faux Granite Finish (Dark) , See attached image
- Post UFAS residential requirements link
See attached documentation and or visit link for additional information
<https://www.access-board.gov/guidelines-and-standards/buildings-and-sites/about-the-aba-standards/ufas>
- Be sure contractors are also aware that they will need to provide door stoppers
Hinge mounted door stop on all interior hollow core doors. Entry door to receive florr mounted door stop.
- Look into placing smoke detectors (priority to be replacing smoke detectors in UFAS units)
TWO (2) Interconnected smoke detectors are to be installed in each unit. They are to be placed in hallway adjacent to bedroom and inside of each bedroom.

ADDENDUM NO. 2 Additional Documentation

- UFASAccessibilityChecklistforPHAs-5-7-08-1
- MO-Visual_Guide_to_the_Accessibility_Checklists
- Sample-countertop faux granite (Dark)

Received and reviewed by:

Contractor Signature Required



SAMPLE COUNTERTOP



Facility Name _____
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 TDD/TTY Number _____

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**U.S. DEPARTMENT OF HOUSING & URBAN DEVELOPMENT
 OFFICE OF FAIR HOUSING & EQUAL OPPORTUNITY
 UFAS ACCESSIBILITY CHECKLIST**

NOTE:

1. This checklist is to be used in conjunction with the Uniform Federal Accessibility Standards (UFAS), 24 C.F.R. § 40, Appendix A. (www.access-board.gov/ufas/ufas.pdf)
2. This checklist is intended for accessibility reviews of properties owned, operated and/or managed by recipients of Federal financial assistance. See Section 504 of the Rehabilitation Act of 1973 (Section 504), 29 U.S.C. § 794; 24 C.F.R. Part 8. However, the properties may also be subject to the Fair Housing Act (42 U.S.C. §§ 3601-20; 24 C.F.R. Part 100); and/or the Americans with Disabilities Act of 1990 (42 U.S.C. §§ 12101 *et seq.*)
3. This checklist is not all-inclusive. Please make additions, as necessary, depending on elements reviewed at each site. Reviewer is responsible for verification of each UFAS citation; all UFAS cites [including scoping requirements] for a particular element may not be referenced on this checklist.

Required Equipment: Tape Measure; Smart Level; Door Pressure Gauge; Camera

Photographs:

1. If element is compliant, then photograph area.
2. If element is not compliant, then photograph the area and zoom in to photograph the measurements

Exterior and Interior Common Use Elements:

	Page		Page
Accessible Parking	2	Clothes Lines, Picnic Areas, Play Equipment, Other	29 – 30
Accessible Route	3 – 5	Misc: Community Kitchen; Telephones; Assistive Listening System	31 – 32
Ramps	6		
Signage	7	<u>Dwelling Unit:</u>	
Doors	8 – 9	Entrance	33 – 34
Public Offices, Mtg. Rms/Rec/Community Rm., Etc.	10 – 15	Accessible Route	34
Public Restrooms	16 – 20	Bedrooms	35 – 36
Elevators/Platform Lift	21 – 22	Outdoor Spaces	36 – 37
Drinking Fountains/Water Coolers	23	Bathroom	38 – 43
Mailboxes	24	Kitchen	44 – 45
Laundry Facilities	25 – 26	Washer/Dryer, Utility Room	45
Dumpsters and Trash Chutes	27 – 28	Other Controls	46

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Citation	EXTERIOR AND INTERIOR COMMON USE ELEMENTS	Measurements/Comments	N/C Finding *	Picture No. **
	ACCESSIBLE PARKING:			
	NOTE: Photograph building sign before starting the survey.			
	Accessible Parking Location:			
4.6.1; 4.1.1(5)(d)	1. Where parking is provided for all residents , is there one accessible space for each accessible dwelling unit? 2. For all Other Parking : a. Count and record the total number of spaces. b. Record the number of designated accessible parking spaces.	_____ _____ _____ _____		
4.6.2;	Is designated accessible parking spaces the closest parking to the nearest accessible entrance, on an accessible route?			
4.6.3; Fig. 9;	(Measure from centerline of marking to centerline of marking) 1. Is parking space at least 96" wide ? 2. Is access aisle the full length of the parking space and at least 60" wide ? 3. If there is no access aisle , is the parking space at least 156" wide ?	_____ _____ _____ _____		
4.6.3;	Is the slope and cross-slope of parking space & access aisle no more than 2% in all directions?			
4.6.4; 4.30.5; 4.1.1(7);	Does each designated accessible parking space have a sign with the International Symbol of Accessibility mounted at least 60" above the space to the bottom of the signage?	_____ _____		
4.6.3; 4.5.1; 4.3.6;	Surface is firm, stable and slip-resistant?			
4.3.3	Can legally parked vehicles block access to the curb ramp?			

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	ACCESSIBLE ROUTE:			
4.3.2(1)	Accessible Route Location: From public street? From parking? From bus stop on site? From another common use facility on site such as a community center, clothes line poles, dumpsters, mail boxes, laundries, playground, or park?	_____ _____ _____ _____		
4.5.2	Is a curb ramp needed but not provided?			
4.7.2; 4.8.2; 4.8.6; 4.7.3; 4.7.4; 4.5.1; 4.7.5; Figs. 12 & 13	Curb Ramps: 1. Slope does not exceed 8.33%? 2. Cross slope no more than 2%? 3. Gutter slope no more than 5% in the opposite direction? 4. Is the transition between gutter and curb ramp smooth ? 5. At least 36" wide , excluding flared sides? 6. Surface is firm, stable and slip-resistant? 7. If the sides of curb ramp are not blocked, are there flared sides with slopes no more than 10%?	_____ _____ _____ _____ _____ _____ _____		
4.3.3	Can legally parked vehicles block access to the curb ramp?			
4.3.3; 4.4.1; Fig. 7; Fig. 8(e);	1. Minimum clear width at least 36" (width may be reduced to 32" for a length of no more than 24")? 2. Can legally parked cars overhang the path such that the accessible route is less the 36" wide?	_____ _____		
4.5.1; 4.3.8; 4.5.2;	Surface: 1. Firm, stable and slip-resistant? 2. Changes in level between ¼" – ½" shall be beveled ? 3. Changes in level greater than ½" shall be ramped?	_____ _____		
4.3.7;	Slope of accessible ramp is 5% or less (if slope is greater than 5% and it has ramp features, survey it as a ramp)?			

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	ACCESSIBLE ROUTE:			
4.3.7;	Cross-slope is no more than 2%?			
4.5.4; Fig. 8(g) & (h)	Openings in Grates are no more than 1/2" in the direction of travel?	_____ _____		
4.5.2	Must stairs be used as part of the accessible route? (" <i>Yes</i> " is a <i>barrier</i> .)			
4.4.1; 4.4.2; Fig. 8(a); Fig. 8(b);	Protruding Objects: (<i>can be fire extinguishers, underside of stairs, signs, shelves, cabinets, tree branches, etc.</i>) 1. Does a telephone, sign, shelf, or other object project more than 4" into the circulation path and have the leading edge begin more than 27" and less than 80" above the floor? (" <i>Yes</i> " is a violation.) 2. Do pipes, signs, or other objects hang from above to less than 80" above the circulation path? 3. If post mounted , is the leading edge more than 27" above the floor and projects more than 12" into the circulation path?	_____ _____ _____ _____ _____ _____		
4.1.2(12); 4.27	Controls: (<i>Can be found on rent drop boxes, light switches, dumpsters, trash chutes, fire alarms, intercoms, fixed vending machines, etc.</i>) 1. Does each have a clear floor space of 30" x 48"? a. _____ b. _____ c. _____ 2. Is the Highest and Lowest Operable Part within reach? (identify the approach): a. Forward approach (Fig. 5(a)): 15" to 48". b. Side approach (Fig. 6(b)): 9" to 54". c. Forward approach over an obstruction less than 20" deep (Fig. 5(b)): no higher than 48" . d. Forward approach over an obstruction 20" to 25" deep (Fig. 5(b)): no higher than 44" . e. Side reach over an obstruction no more than 10" deep (Fig. 6(b)): no higher than 54" . f. Side reach over an obstruction 10" to 24" deep (Fig. 6(c)): no higher than 46" . 3. Is it operable with one hand without tight grasping, pinching, or twisting of the wrist?	_____ _____ _____ _____ _____ _____ _____ _____ _____ _____ _____ _____ _____ _____ _____		

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Citation	EXTERIOR AND INTERIOR COMMON USE ELEMENTS	Measurements/Comments	N/C Finding *	Picture No. **
	RAMPS:			
	Ramp Location:			
4.8.3;	Ramp is at least 36" wide between handrails?			
4.8.2;	Slope is no more than 8.33% ?			
4.8.6;	Cross-slope (slope of ramp that is perpendicular to the direction of travel) is no more than 2% ?			
4.8.6; 4.5.1;	Ramp surface is firm, stable and slip-resistant?			
4.8.4;	Landings: Ramps must have landings at the top and bottom, at turns, and must have intermediate landings whenever the rise is more than 30". (A 30-foot ramp sloping at 8.33% has a 30-inch rise.) 1. Slopes no more than 2% ? 2. At least as wide as ramp and at least 60" long ? 3. If ramps change direction at landings, is the landing at least 60" x 60" ?	_____ _____ _____ _____		
4.8.5; 4.8.7; Fig. 17	1. If ramp is longer than 72" , then are handrails provided on both sides? 2. If ramp or landings have drop-offs , are there curbs, walls, railings or projecting surfaces that prevent people from slipping off? 3. If a curb is provided, is it at least 2" high ?	_____ _____ _____		
4.8.8;	Can water accumulate on walking surface?			
4.26.2; 4.8.5(2), (3), (5), & (6);	Handrails: 1. Diameter of gripping surface between 1 1/4" to 1 1/2" ? 2. Clear space between the handrail and the wall shall be 1 1/2" exactly ? 3. If handrails are not continuous , do they extend at least 12" beyond the top and bottom of each segment? 4. Ends of handrails are either rounded or returned smoothly to the floor, wall or post? 5. Top of handrail gripping surface shall be mounted between 30" and 34" above the ramp surfaces?	_____ _____ _____ _____ _____ _____		

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	ENTRANCE TO FACILITY:			
	Location:			
4.1.1(7); 4.30.5	Entrance Signage: If not all common use entrances are accessible: 1. If this is the accessible entrance , is it identified by an International Symbol of Accessibility?			
	INTERIOR SIGNS:			
4.1.2(15); 4.30.4; 4.30.3; 4.30.6;	Survey Signage designating permanent rooms and spaces (including exit signs at doors, elevators, restrooms, room numbers, and interior apartment numbers): 1. Does the text contrast with the background? 2. Is the text raised or incised? 3. Are the characters at least 5/8" but no more than 2" tall ? 4. Is the sign mounted to the latch side of the door ? 5. Is the centerline of the sign mounted between 54" and 66" above the floor?	_____ _____ _____ _____ _____ _____		

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Citation	EXTERIOR AND INTERIOR COMMON USE ELEMENTS	Measurements/Comments	N/C Finding *	Picture No. **
	DOORS AND GATES:			
	Location:			
4.13.2;	Revolving doors or turnstiles cannot be used as accessible doors.			
4.13.6	Maneuvering Space: (Automatic or power-assisted doors do not require any minimum maneuvering clearance.)			
4.13.6	The maneuvering space slopes no more than 2% in either direction?			
4.13.6; Fig. 25(a); Fig. 25(b); Fig. 25(c);	Swinging Doors - Pull side (Choose only one) 1. Approaching the door head-on (Fig. 25(a): Is there at least 18" to the latch side ? Is the depth at least 60" ? 2. Approaching the hinge side of the door (Fig. 25(b): Is there at least 36" to the latch side (42" if the depth is less than 60")? Is the depth at least 54" ? 3. Approaching the latch side of the door (Fig. 25(c): Is there at least 24" to the latch side ? Is depth at least 48" (54" if door has a closer)?	_____ _____ _____ _____ _____ _____ _____ _____ _____ _____		
4.13.6; Fig. 25(a); Fig. 25(b); Fig. 25(c);	Swinging Doors - Push side (Choose only one) 1. Approaching the door head-on (Fig. 25(a): Is there at least 12" to the latch side when there is both a closer and latch side? If no closer and latch, there is no requirement. Is the depth at least 48" ? 2. Approaching the hinge side of the door (Fig. 25(b): Is there at least 18" to the hinge side ? Is the depth at least 42" (48" if the door has both a closer and latch)? 3. Approaching the latch side of the door (Fig. 25(c): Is there at least 24" to the latch side ? Is the depth at least 42" (48" if the door has a closer)?	_____ _____ _____ _____ _____ _____ _____ _____ _____ _____		

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	DOORS AND GATES:			
4.13.6; Fig. 25(d); Fig. 25(e); Fig. 25(f);	Sliding Doors (Choose one for each side) 1. Approaching the door head-on (Fig. 25(d)): Is the depth at least 48" ? 2. Approaching the slide side of the door (Fig. 25(e)): Is there at least 18" to the slide side ? Is the depth at least 42" ? 3. Approaching the latch side of the door (Fig. 25(f)): Is there at least 24" to the latch side ? Is the depth at least 42" ?	_____ _____ _____ _____		
4.13.7; Fig. 26	Two Doors in a Series (Vestibule): Between the doors, is there at least 48" beyond the swing of the doors?			
4.13.5; Fig. 24; 4.13.4;	Clear Door Width is at least 32" ? (<i>Measured from the door face to the opposite stop when the door is open 90°.</i>) (<i>At double doors, measure using only one door.</i>)			
4.13.10;	Does the door take more than 3 seconds to close ? (<i>From an open position of 70° to a point 3" from the latch</i>)			
4.13.9; 4.13.11;	Door Hardware: 1. Does not require tight grasping or twisting to operate? (Lever or push/pulls are acceptable types.) 2. Mounted no higher than 48" above the floor? (Including common use dead bolts.) 3. For interior doors only, opening force is no more than 5 pounds ?	_____ _____ _____ _____		
4.13.8;	Thresholds: 1. For exterior sliding doors, the threshold is no higher than 3/4" ? 2. For all other doors, the threshold is no higher than 3/4" (1/2" in New Construction)? 3. Is the threshold beveled ?	_____ _____ _____		

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	PUBLIC OFFICES/MTG ROOMS/REC. ROOMS/LOBBIES, ETC.:			
	Location of Public Offices, Etc.:			
4.3.3; 4.4.1; Fig. 7; Fig. 8(e)	Is the minimum clear width of the accessible route to this space at least 36" wide, with no steps (width may be reduced to 32" for a length of no more than 24")?			
4.4.1; 4.4.2; Fig. 8(a); Fig. 8(b);	Protruding Objects: 1. Does a telephone, sign, shelf, or other object project more than 4" into the circulation path and have the leading edge begin more than 27" and less than 80" above the floor? ("Yes" is a violation.) 2. Do pipes, signs, or other objects hang from above to less than 80" above the circulation path? 3. If post mounted , is the leading edge more than 27" above the floor and projects more than 12" into the circulation path?	_____ _____ _____ _____ _____		
	Door:			
4.13.6; Fig. 25(a); Fig. 25(b); Fig. 25(c);	Swinging Doors - Pull side (Choose only one) 1. Approaching the door head-on (Fig. 25(a)): Is there at least 18" to the latch side ? Is the depth at least 60" ? 2. Approaching the hinge side of the door (Fig. 25(b)): Is there at least 36" to the latch side (42" if the depth is less than 60")? Is the depth at least 54" ? 3. Approaching the latch side of the door (Fig. 25(c)): Is there at least 24" to the latch side ? Is the depth at least 48" (54" if the door has a closer)?	_____ _____ _____ _____ _____ _____ _____		

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	PUBLIC OFFICES/MTG ROOMS/REC. ROOMS/LOBBIES, ETC.:			
4.13.6; Fig. 25(a); Fig. 25(b); Fig. 25(c);	Swinging Doors - Push side (Choose only one) 1. Approaching the door head-on (Fig. 25(a)): Is there at least 12" to the latch side when there is both a closer and latch side? If no closer and latch, there is no requirement. Is the depth at least 48" ? 2. Approaching the hinge side of the door (Fig. 25(b)): Is there at least 18" to the hinge side ? Is the depth at least 42" (48" if the door has both a closer and latch)? 3. Approaching the latch side of the door (Fig. 25(c)): Is there at least 24" to the latch side ? Is the depth at least 42" (48" if the door has a closer)?	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>		
4.13.5; Fig. 24; 4.13.4;	Clear Door Width is at least 32" ? (<i>Measured from the door face to the opposite stop when the door is open 90°.</i>) (<i>At double doors, measure using only one door.</i>)			
4.13.9; 4.13.11;	Door Hardware: 1. Does not require tight grasping or twisting to operate? (Lever or push/pulls are acceptable types.) 2. Mounted no higher than 48" above the floor? (Including common use dead bolts.) 3. For interior doors only, opening force is no more than 5 pounds ?	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/>		
4.13.8;	Thresholds: 1. The threshold is no higher than 3/4" (1/2" in New Construction)? 2. Is the threshold beveled ?	<hr/> <hr/>		
7.2; 4.32.4;	Business/Transactional Counter: If the counter is more than 36" above the floor: 1. Is there an auxiliary counter (in close proximity to the main counter), or a portion of the main counter, that is no higher than 34" ?	<hr/> <hr/> <hr/>		

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Citation	EXTERIOR AND INTERIOR COMMON USE ELEMENTS	Measurements/Comments	N/C Finding *	Picture No. **
	OFFICE/MEETING ROOM/REC ROOM #2			
	Location of Public Offices, Etc.:			
4.3.3; 4.4.1; Fig. 7; Fig. 8(e);	Is the minimum clear width of the accessible route to this space at least 36" wide, with no steps (width may be reduced to 32" for a length of no more than 24")?			
4.4.1; 4.4.2; Fig. 8(a); Fig. 8(b);	Protruding Objects: 1. Does a telephone, sign, shelf, or other object project more than 4" into the circulation path and have the leading edge begin more than 27" and less than 80" above the floor? ("Yes" is a violation). 2. Do pipes, signs, or other objects hang from above to less than 80" above the circulation path?	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>		
	Door:			
4.13.6; Fig. 25(a); Fig. 25(b); Fig. 25(c);	Swinging Doors - Pull side (Choose only one) 1. Approaching the door head-on (Fig. 25(a)): Is there at least 18" to the latch side ? Is the depth at least 60" ? 2. Approaching the hinge side of the door (Fig. 25(b)): Is there at least 36" to the latch side (42" if the depth is less than 60")? Is the depth at least 54" ? 3. Approaching the latch side of the door (Fig. 25(c)): Is there at least 24" to the latch side ? Is the depth at least 48" (54" if the door has a closer)?	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>		
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4.13.5; Fig. 24; 4.13.4;	Clear Door Width is at least 32"? (Measured from the door face to the opposite stop when the door is open 90°.) (At double doors, measure using only one door.)			
4.13.9; 4.13.11;	Door Hardware: 1. Does not require tight grasping or twisting to operate? (Lever or push/pulls are acceptable types.) 2. Mounted no higher than 48" above the floor? (Including common use dead bolts.) 3. For interior doors only, opening force is no more than 5 pounds ?	_____ _____ _____ _____		
4.13.8;	Thresholds: 1. The threshold is no higher than 3/4" (1/2" in New Construction)? 2. Is the threshold beveled ?	_____ _____		
7.2; 4.32.4;	Business/Transactional Counter: If the counter is more than 36" above the floor: 1. Is there an auxiliary counter (in close proximity to the main counter), or a portion of the main counter, that is no higher than 34" ?	_____ _____ _____		

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Citation	EXTERIOR AND INTERIOR COMMON USE ELEMENTS	Measurements/Comments	N/C Finding *	Picture No. **
	OFFICE/MEETING ROOM/REC ROOM #3			
	Location of Public Offices, Etc.:			
4.3.3; 4.4.1; Fig. 7; Fig. 8(e)	Is the minimum clear width of the accessible route to this space at least 36" wide, with no steps (width may be reduced to 32" for a length of no more than 24")?			
4.4.1; 4.4.2; Fig. 8(a); Fig. 8(b);	Protruding Objects: 1. Does a telephone, sign, shelf, or other object project more than 4" into the circulation path and have the leading edge begin more than 27" and less than 80" above the floor? ("Yes" is a violation.) 2. Do pipes, signs, or other objects hang from above to less than 80" above the circulation path?	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>		
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4.13.6; Fig. 25(a); Fig. 25(b); Fig. 25(c);	Swinging Doors - Pull side (Choose only one) 1. Approaching the door head-on (fig. 25(a): Is there at least 18" to the latch side ? Is the depth at least 60" ? 2. Approaching the hinge side of the door (fig. 25(b): Is there at least 36" to the latch side (42" if the depth is less than 60")? Is the depth at least 54" ? 3. Approaching the latch side of the door (fig. 25(c): Is there at least 24" to the latch side ? Is the depth at least 48" (54" if the door has a closer)?	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>		
4.13.6; Fig. 25(a); Fig. 25(b); Fig. 25(c);	Swinging Doors - Push side (Choose only one) 1. Approaching the door head-on (fig. 25(a): Is there at least 12" to the latch side when there is both a closer and latch side? If no closer and latch, there is no requirement. Is the depth at least 48" ? 2. Approaching the hinge side of the door (fig. 25(b): Is there at least 18" to the hinge side ? Is the depth at least 42" (48" if the door has both a closer and latch)? 3. Approaching the latch side of the door (fig. 25(c): Is there at least 24" to the latch side ? Is the depth at least 42" (48" if the door has a closer)?	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>		

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Citation	EXTERIOR AND INTERIOR COMMON USE ELEMENTS	Measurements/Comments	N/C Finding *	Picture No. **
4.13.5; Fig. 24; 4.13.4;	Clear Door Width is at least 32”? <i>(Measured from the door face to the opposite stop when the door is open 90°.)</i> <i>(At double doors, measure using only one door.)</i>			
4.13.9; 4.13.11;	Door Hardware: 1. Does not require tight grasping or twisting to operate? (Lever or push/pulls are acceptable types.) 2. Mounted no higher than 48” above the floor? (Including common use dead bolts.) 3. For interior doors only, opening force is no more than 5 pounds?	_____ _____ _____ _____		
4.13.8;	Thresholds: 1. The threshold is no higher than 3/4” (1/2” in New Construction)? 2. Is the threshold beveled?	_____ _____		
7.2; 4.32.4;	Business/Transactional Counter: If the counter is more than 36” above the floor: 1. Is there an auxiliary counter (in close proximity to the main counter), or a portion of the main counter, that is no higher than 34”?	_____ _____ _____		

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Citation	EXTERIOR AND INTERIOR COMMON USE ELEMENTS	Measurements/Comments		N/C Finding *	Picture No. **
		WOMEN	MEN		
	PUBLIC RESTROOMS:				
	Public Restroom Location:				
4.22.1; 4.1.2(10); 4.1.6(4)(e)	If public restrooms are provided, is at least one (1) accessible and on an accessible route (All restrooms if New Construction)?				
4.1.1(7); 4.30.5	Sign: Is it identified by an International Symbol of Accessibility?				
4.1.2(15); 4.30.4; 4.30.3; 4.30.6;	Survey Signage designating permanent rooms and spaces (including exit signs at doors, elevators, restrooms and room numbers): 1. Does the text contrast with the background? 2. Is the text raised or incised? 3. Are characters at least 5/8" but no more than 2" tall ? 4. Is the sign mounted to the latch side of the door ? 5. Is the sign mounted between 54" and 66" above the floor?	_____ _____ _____ _____	_____ _____ _____ _____		
	Doors:				
4.13.6	Maneuvering Space: (Automatic or power-assisted doors do not require any minimum maneuvering clearance.)				
4.13.6	The maneuvering space slopes no more than 2% in either direction?				
4.13.6; Fig. 25(a); Fig. 25(b); Fig. 25(c);	Swinging Doors - Pull side (Choose only one) 1. Approaching the door head-on (fig. 25(a)): Is there at least 18" to the latch side ? Is the depth at least 60" ? 2. Approaching the hinge side of the door (fig. 25(b)): Is there at least 36" to the latch side (42" if the depth is less than 60")? Is the depth at least 54" ? 3. Approaching the latch side of the door (fig. 25(c)): Is there at least 24" to the latch side ? Is the depth at least 48" (54" if the door has a closer)?	_____ _____ _____ _____ _____ _____ _____	_____ _____ _____ _____ _____ _____ _____		

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Citation	EXTERIOR AND INTERIOR COMMON USE ELEMENTS	Measurements/Comments		N/C Finding *	Picture No. **
		WOMEN	MEN		
	PUBLIC RESTROOMS:				
4.13.6; Fig. 25(a); Fig. 25(b); Fig. 25(c);	Swinging Doors - Push side (Choose only one) 1. Approaching the door head-on (fig. 25(a)): Is there at least 12" to the latch side when there is both a closer and latch side? If no closer and latch, there is no requirement. Is the depth at least 48" ? 2. Approaching the hinge side of the door (fig. 25(b)): Is there at least 18" to the hinge side ? Is the depth at least 42" (48" if the door has both a closer and latch)? 3. Approaching the latch side of the door (fig. 25(c)): Is there at least 24" to the latch side ? Is the depth at least 42" (48" if the door has a closer)?	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>			
4.13.7; Fig. 26	Two Doors in a Series (Vestibule): Between the doors, is there at least 48" beyond the swing of the doors?				
4.13.5; Fig. 24; 4.13.4;	Clear Door Width is at least 32" ? (<i>Measured from the door face to the opposite stop when the door is open 90°.</i>) (<i>At double doors, measure using only one door.</i>)				
4.13.10;	Does the door take more than 3 seconds to close ? (<i>From an open position of 70° to a point 3" from the latch</i>)	<hr/>			
4.13.9; 4.13.11;	Door Hardware: 1. Does not require tight grasping or twisting to operate? (Lever or push/pulls are acceptable types.) 2. Mounted no higher than 48" above the floor? (Including common use dead bolts.) 3. For interior doors only, opening force is no more than 5 pounds ?	<hr/> <hr/> <hr/> <hr/>			
4.13.8;	Thresholds: 1. The threshold is no higher than 3/4" (1/2" in New Construction)? 2. Is the threshold beveled ?	<hr/> <hr/>			
4.18.2; 4.18.3; 4.18.4;	Urinals: 1. Elongated rim no more than 17" above the floor? 2. Clear floor space is at least 30" x 48" ? 3. Flush control is automatic or no more than 44" above the floor?	<hr/> <hr/> <hr/>			

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Citation	EXTERIOR AND INTERIOR COMMON USE ELEMENTS	Measurements/Comments	N/C Finding *	Picture No. **
	ELEVATOR/PLATFORM LIFT:			
	Elevator/Platform Lift Location: <i>(Survey all elevator cars)</i>			
4.10.1; 4.3.3; 4.4.1; Fig. 7; Fig. 8(e)	Is the minimum clear width of the accessible route to the elevators at least 36” wide, with no steps (width may be reduced to 32” for a length of no more than 24”)?			
4.10.3; Fig. 20;	Hall Call Buttons (outside elevators): 1. Centered at 42” above the floor? 2. Have visual signals to indicate when each call is registered and when each call is answered? 3. Not less than ¾” in diameter? 4. Buttons are raised or flush?	_____ _____ _____ _____		
4.10.4; Fig. 20;	Hall Lanterns (outside elevators): 1. Above each elevator door is there a visible and audible signal that indicates which car is answering a call? (Can be in-car lanterns if they are visible from the vicinity of the hall call buttons when the doors open.) 2. Do audible signals sound once for the “up” and twice for the “down” or have verbal annunciators? 3. Visible signals: a. Centerline is at least 72” above the lobby floor? b. Elements at least 2 ½” tall?	_____ _____ _____ _____ _____ _____ _____ _____		
4.10.5; 4.30; Fig. 20;	Raised Characters on Hoistway Entrances: 1. Provided on both jambs ? 2. Centerline mounted 60” exactly above the floor ? 3. The characters at least 2” high ?	_____ _____		
4.10.6;	Door Protective & Reopening Device: 1. Door reopens when obstructed without requiring contact ? 2. While obstructed and without contact, door stays open at least 20 seconds ?	_____ _____		

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Citation	EXTERIOR AND INTERIOR COMMON USE ELEMENTS	Measurements/Comments	N/C Finding *	Picture No. **
	ELEVATOR/PLATFORM LIFT:			
4.10.2	Does the car self-level to within 1/2" ?			
4.10.9; Fig. 22	Floor Plan of Elevator Cars (Choose only one): 1. If door is centered , is the car at least 51" deep and 80" wide (<i>measured from panel to panel</i>)? 2. If door is to one side , is the car at least 51" deep and 68" wide (<i>measured from panel to panel</i>)? 3. If elevator cars are existing (installed before July 11, 1988) and do not comply with either of the questions above, is car at least 48" by 48" ?	<hr/> <hr/> <hr/> <hr/>		
4.10.12; 4.30; Fig. 23(a)&(b)	Car Controls (Inside Elevator): 1. All floor buttons are no higher than 48" ? 2. Smallest dimension is at least 3/4" ? 3. Buttons are raised or flush ? 4. All buttons have a raised character/symbols mounted to the left of the button ? 5. Raised star to the left of the main floor button? 6. Do floor buttons alight when pushed and stay lit until the call is answered?	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/>		
4.10.12(3); Figs. 23(a) & (b)	Emergency Controls (Inside Elevator): Controls, including the emergency alarm and emergency stop, are grouped at the bottom of the panel with centerlines no less than 35" above the floor (Figs. 23(a) and (b))?	<hr/> <hr/> <hr/>		
4.10.13;	Car Position Indicators (Inside Elevator): Is it visual and mounted above the car control panel or over the door?	<hr/>		
4.10.14; 4.30; 4.27;	Elevators – Emergency Communications: If a two-way communication system is provided: 1. Mounted between 15" and 48" above the floor? 2. Characters and symbols are raised or incised and at least 5/8" tall? 3. If there is a handset, is the cord at least 29" long? 4. Controls operable with one hand without tight grasping or twisting? 5. Does not require voice communication?	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/>		
4.11; 4.11.2; 4.2.4; 4.11.3;	PLATFORM LIFTS: 1. Is platform at least 48" deep and 36" wide? 2. Can one enter and exit without assistance ? (Is it on an accessible route, have compliant maneuvering space at the doors, and have compliant door hardware?)	<hr/> <hr/> <hr/>		

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Citation	EXTERIOR AND INTERIOR COMMON USE ELEMENTS	Measurements/Comments	N/C Finding *	Picture No. **
DRINKING FOUNTAINS/WATER COOLERS:				
Drinking Fountain Location:				
4.15.5(2); 4.15.5(5); Fig. 27;	1. If free-standing or built-in, is there a 30" x 48" clear floor space for a parallel approach? 2. If wall- and post-mounted: a. Knee clearance at least 27" high? b. 30" by 48" clear floor space for a forward approach? c. Clear floor space extends 17" to 19" under the drinking fountain?	_____ _____ _____ _____ _____		
4.15.2; 4.15.3;	Spout: 1. Is no more than 36" above the floor? 2. Near front? 3. Water flow height is at least 4"?	_____ _____		
4.15.4; 4.27.4;	Controls: 1. Mounted on the front or on the side near the front? 2. Operable with one hand and does not require tight grasping, pinching, or twisting of the wrist?	_____ _____		
4.4.1; Fig. 8(a); Fig. 8(b);	Protruding Object: Is leading edge of the drinking fountain more than 27" above the floor and projects more than 4" into the circulation path? ("Yes" is a violation.)	_____		

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Citation	EXTERIOR AND INTERIOR COMMON USE ELEMENTS	Measurements/Comments	N/C Finding *	Picture No. **
	MAILBOXES:			
	Mailbox Location:			
	NOTE: Residents with disabilities can request the U.S. Postal Service to accommodate their disability by assigning them a mailbox on the bottom row.			
4.3.3; 4.4.1; Fig. 7; Fig. 8(e);	Is the minimum clear width of the accessible route to the mailboxes at least 36" wide, with no steps (width may be reduced to 32" for a length of no more than 24")?			
4.2; 4.1; 4.2.5; 4.2.6; 4.2.4	<ol style="list-style-type: none"> Clear floor space at least 30" wide x 48" deep? <i>(Survey the boxes for the accessible unit. For more reach range options, see "Controls" on page 4.)</i> Front approach (fig. 5(a)): mounted no higher than 48" above the floor? Side approach (fig. 6(b)): mounted no higher than 54" above the floor? 	<hr/> <hr/> <hr/> <hr/>		
4.27.4;	Is it operable with one hand without tight grasping, pinching, or twisting of the wrist?			

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Citation	EXTERIOR AND INTERIOR COMMON USE ELEMENTS	Measurements/Comments	N/C Finding *	Picture No. **
	LAUNDRY FACILITIES:			
	Laundry Location:			
4.3.3; 4.4.1; Fig. 7; Fig. 8(e)	Is the minimum clear width of the accessible route to the laundry facility at least 36" wide, with no steps (width may be reduced to 32" for a length of no more than 24")?			
	Maneuvering Space at Door: (Automatic or power-assisted doors do not require any minimum maneuvering clearance.)			
4.13.6	The maneuvering space slopes no more than 2% in either direction?			
4.13.6; Fig. 25(a); Fig. 25(b); Fig. 25(c);	Swinging Doors - Pull side (Choose only one) 1. Approaching the door head-on (fig. 25(a)): Is there at least 18" to the latch side ? Is the depth at least 60" ? 2. Approaching the hinge side of the door (fig. 25(b)): Is there at least 36" to the latch side (42" if the depth is less than 60")? Is the depth at least 54" ? 3. Approaching the latch side of the door (fig. 25(c)): Is there at least 24" to the latch side ? Is the depth at least 48" (54" if the door has a closer)?	_____ _____ _____ _____ _____ _____ _____		
4.13.6; Fig. 25(a); Fig. 25(b); Fig. 25(c);	Swinging Doors - Push side (Choose only one) 1. Approaching the door head-on (fig. 25(a)): Is there at least 12" to the latch side when there is both a closer and latch side? If no closer and latch, there is no requirement. Is the depth at least 48" ? 2. Approaching the hinge side of the door (fig. 25(b)): Is there at least 18" to the hinge side ? Is the depth at least 42" (48" if the door has both a closer and latch)?	_____ _____ _____ _____ _____ _____ _____		

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Citation	EXTERIOR AND INTERIOR COMMON USE ELEMENTS	Measurements/Comments	N/C Finding *	Picture No. **
	LAUNDRY FACILITIES:			
	3. Approaching the latch side of the door (fig. 25(c)): Is there at least 24" to the latch side ? Is the depth at least 42" (48" if the door has a closer)?			
4.13.5; Fig. 24; 4.13.4;	Clear Door Width is at least 32" ? (<i>Measured from the door face to the opposite stop when the door is open 90°.</i>) (<i>At double doors, measure using only one door.</i>)	_____		
4.13.10;	Does the door take more than 3 seconds to close ? (<i>From an open position of 70° to a point 3" from the latch</i>)	_____		
4.13.9; 4.13.11;	Door Hardware: 1. Does not require tight grasping or twisting to operate? (Lever or push/pulls are acceptable types.) 2. Mounted no higher than 48" above the floor? (Including common use dead bolts.) 3. For interior doors only, opening force is no more than 5 pounds ?	_____ _____ _____		
4.13.8;	Thresholds: 1. The threshold is no higher than 3/4" (1/2" in New Construction)? 2. Is the threshold beveled ?	_____ _____		
4.34.7.2;	Minimum of 1 front-loading washer and dryer?			
4.2.5; 4.2.6	1. Clear floor space at least 30" wide x 48" deep? (<i>For more reach range options, see "Controls" on page 4.</i>) 2. Front approach (fig. 5(a)): mounted no higher than 48" above the floor? 3. Side approach (fig. 6(b)): mounted no higher than 54" above the floor?	_____ _____ _____		
4.27.4; 4.34.7.3;	Are machine controls operable with one hand without tight grasping, pinching, or twisting of the wrist?			
4.1.2(17); 4.32.3; 4.32.4	Fixed or built-in tables and work surfaces: 1. Top is between 28" and 34" above the floor? 2. Clear floor space is 30" by 48" that extends 19" under the table or work surface? 3. Knee space is at least 27" high?	_____ _____ _____		

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Citation	EXTERIOR AND INTERIOR COMMON USE ELEMENTS	Measurements/Comments	N/C Finding *	Picture No. **
	DUMPSTERS AND TRASH CHUTES:			
	3. Approaching the latch side of the door (fig. 25(c)): Is there at least 24" to the latch side ? Is depth at least 42" (48" if door has a closer)?			
4.13.5; Fig. 24; 4.13.4;	Clear Door Width is at least 32" ? (<i>Measured from the door face to the opposite stop when the door is open 90°.</i>) (<i>At double doors, measure using only one door.</i>)			
4.13.10;	Does the door take more than 3 seconds to close ? (<i>From an open position of 70° to a point 3" from the latch</i>)			
4.13.9; 4.13.11;	Door Hardware: 1. Does not require tight grasping or twisting to operate? (Lever or push/pulls are acceptable types.) 2. Mounted no higher than 48" above the floor? (Including common use dead bolts.) 3. For interior doors only, opening force is no more than 5 pounds ?	_____ _____ _____ _____		
4.13.8;	Thresholds: 1. The threshold is no higher than 3/4" (1/2" in New Construction) ? 2. Is the threshold beveled ?	_____ _____		
4.2.5; 4.2.6;	Controls: 1. Clear floor space at least 30" wide x 48" deep? (<i>For more reach range options, see "Controls" on page 4.</i>) 2. Front approach (fig. 5(a)): mounted no higher than 48" above the floor? 3. Side approach (fig. 6(b)): mounted no higher than 54" above the floor?	_____ _____ _____		
4.27.4;	Are machine controls operable with one hand without tight grasping, pinching, or twisting of the wrist?			

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Citation	EXTERIOR AND INTERIOR COMMON USE ELEMENTS	Measurements/Comments	N/C Finding *	Picture No. **
	CLOTHES LINES, PICNIC AREA, PLAY EQUIPMENT, OTHER:			
	Location:			
4.3.3; 4.4.1; Fig. 7; Fig. 8(e);	Is the minimum clear width of the accessible route to this space at least 36" wide, with no step (width may be reduced to 32" for a length of no more than 24")?			
4.13.6	Maneuvering Space at door or gate: (Automatic or power-assisted doors do not require maneuvering space.)			
4.13.6	The maneuvering space slopes no more than 2% in either direction?			
4.13.6; Fig. 25(a); Fig. 25(b); Fig. 25(c);	Swinging Doors - Pull side (Choose only one) 1. Approaching the door head-on (fig. 25(a)): Is there at least 18" to the latch side ? Is the depth at least 60" ? 2. Approaching the hinge side of the door (fig. 25(b)): Is there at least 36" to the latch side (42" if the depth is less than 60")? Is the depth at least 54" ? 3. Approaching the latch side of the door (fig. 25(c)): Is there at least 24" to the latch side ? Is depth at least 48" (54" if door has a closer)?	_____ _____ _____ _____ _____ _____ _____		
4.13.6; Fig. 25(a); Fig. 25(b); Fig. 25(c);	Swinging Doors - Push side (Choose only one) 1. Approaching the door head-on (fig. 25(a)): Is there at least 12" to the latch side when there is both a closer and latch side? If no closer and latch, there is no requirement. Is the depth at least 48" ? 2. Approaching the hinge side of the door (fig. 25(b)): Is there at least 18" to the hinge side ? Is the depth at least 42" (48" if the door has both a closer and latch)?	_____ _____ _____ _____ _____ _____ _____		

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Citation	EXTERIOR AND INTERIOR COMMON USE ELEMENTS	Measurements/Comments	N/C Finding *	Picture No. **
	CLOTHES LINES, PICNIC AREA, PLAY EQUIPMENT, OTHER:			
	3. Approaching the latch side of the door (fig. 25(c)): Is there at least 24" to the latch side ? Is depth at least 42" (48" if door has a closer)?			
4.13.5; Fig. 24; 4.13.4;	Clear Door Width is at least 32" ? (<i>Measured from the door face to the opposite stop when the door is open 90°.</i>) (<i>At double doors, measure using only one door.</i>)			
4.13.10;	Does the door take more than 3 seconds to close ? (<i>From an open position of 70° to a point 3" from the latch</i>)			
4.13.9; 4.13.11;	Door Hardware: 1. Does not require tight grasping or twisting to operate? (Lever or push/pulls are acceptable types.) 2. Mounted no higher than 48" above the floor? (Including common use dead bolts.) 3. For interior doors only, opening force is no more than 5 pounds ?	<hr/> <hr/> <hr/> <hr/>		
4.13.8;	Thresholds: 1. For all other doors, the threshold is no higher than ¾" (1/2" in New Construction)? 2. Is the threshold beveled ?	<hr/> <hr/>		
4.2.5; 4.2.6;	Controls: 1. Clear floor space at least 30" wide x 48" deep? (<i>For more reach range options, see "Controls" on page 4.</i>) 2. Front approach (fig. 5(a)): mounted no higher than 48" above the floor? 3. Side approach (fig. 6(b)): mounted no higher than 54" above the floor?	<hr/> <hr/> <hr/>		
4.27.4;	Are machine controls operable with one hand without tight grasping, pinching, or twisting of the wrist?			

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Citation	EXTERIOR AND INTERIOR COMMON USE ELEMENTS	Measurements/Comments	N/C Finding *	Picture No. **
	MISCELLANEOUS:			
	Misc. Location:			
	Community Kitchen: <i>(If existing construction (built before July 11, 1988), survey only the portions that residents and their guests use.)</i>			
4.1.2(12); 4.2.4.1; 4.2.5; 4.2.6; 4.24.3; 4.27	Community Kitchen Sink Controls: 1. Are controls operable with one hand without tight grasping or twisting ? 2. Is the clear floor space at least 30" x 48" ? 3. If forward reach, a. Is the maximum height for the controls no more than 44" ? b. Are the controls no more than 25" from the front edge? 4. If side reach, a. Is the sink counter no higher than 34" ? b. Are the controls no more than 24" from the front edge ?	_____ _____ _____ _____ _____ _____ _____ _____ _____ _____		
4.1.2(17); 4.32.4	Is the portion of the work surface no higher than 34" ?			
4.1.2(11); 4.2.5; 4.2.6; 4.27	Community Kitchen Storage: <i>(survey one of each type.)</i> 1. Are controls operable with one hand without tight grasping or twisting ? 2. Is the clear floor space at least 30" x 48" ? 3. If forward reach, is the operating hardware and at least one shelf between 15" and 48" (44" if reaching over an obstruction that's at least 20" deep)? 4. If side reach, is the operating hardware and at least one shelf between 9" and 54" (46" if reaching over an obstruction no higher than 34" and more than 10" deep. Cannot reach over an obstruction more than 34" tall.)?	_____ _____ _____ _____ _____ _____ _____ _____ _____ _____		

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Citation	EXTERIOR AND INTERIOR COMMON USE ELEMENTS	Measurements/Comments	N/C Finding *	Picture No. **
	MISCELLANEOUS:			
4.1.2(16);	Telephones: <i>(At least one accessible telephone must be provided at each bank of telephones and individual telephone location)</i>			
4.31.2;	Clear Floor Space at least 30" x 48" for a parallel approach or a forward approach.)			
4.31.3; 4.2.5; 4.2.6;	Telephone Mount Height: 1. The highest operable part of phone is no higher than 54" if a parallel approach site impracticality used or 48" if a forward approach is used? 2. On a single floor or on the site, if there are two or more groups of telephones, if there at least one telephone that provides a forward approach?	_____ _____ _____ _____		
4.1.2(16)(b) ; 4.31.5;	Is there at least one telephone with Volume Control ?			
4.31.8;	Telephone Cord at least 29" long?			
4.4.1; Fig. 8(a) & (b)	Protruding Object: 1. If wall mounted , is the leading edge of the telephone more than 27" above the floor and projects more than 4" into the circulation path? ("Yes" is a violation.) 2. If post mounted , is the leading edge of the telephone more than 27" above the floor and projects more than 12" into the circulation path?	_____ _____ _____ _____		
4.33.7;	Assistive Listening Systems (public meeting rooms); 1. Assistive Listening System provided? 2. If so, what type(s)? 3. How are these made available?	_____ _____		

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Citation	DWELLING UNIT ACCESSIBLE ELEMENTS	Measurements/Comments	N/C Finding *	Picture No. **
	DWELLING UNIT/ACCESSIBLE ROUTE:			
	<i>(Includes private outdoor spaces such as balconies, patios, clothes lines, trash receptacle areas, etc.) (Use pages 2 – 32 for all common use elements.)</i>			
	Route Location:			
	ENTRANCE DOOR			
4.13.6	Maneuvering Space: (Automatic or power-assisted doors do not require any minimum maneuvering clearance.)			
4.34.2(6); 4.13.6	The maneuvering space slopes no more than 2% in either direction?			
4.34.2(6); 4.13.6; Fig. 25(a); Fig. 25(b); Fig. 25(c);	Swinging Doors - Pull side (Choose only one) 1. Approaching the door head-on (fig. 25(a)): Is there at least 18" to the latch side ? Is the depth at least 60" ? 2. Approaching the hinge side of the door (fig. 25(b)): Is there at least 36" to the latch side (42" if the depth is less than 60")? Is the depth at least 54" ? 3. Approaching the latch side of the door (fig. 25(c)): Is there at least 24" to the latch side ? Is depth at least 48" (54" if door has a closer)?	_____ _____ _____ _____ _____ _____		
4.34.2(6); 4.13.6; Fig. 25(a); Fig. 25(b); Fig. 25(c);	Swinging Doors - Push side (Choose only one) 1. Approaching the door head-on (fig. 25(a)): Is there at least 12" to the latch side when there is both a closer and latch side? If no closer and latch, there is no requirement. Is the depth at least 48" ? 2. Approaching the hinge side of the door (fig. 25(b)): Is there at least 18" to the hinge side ? Is the depth at least 42" (48" if the door has both a closer and latch)?	_____ _____ _____ _____ _____ _____		

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 ** Insert Photograph numbers for all elements and areas of non-compliance.

Citation	DWELLING UNIT ACCESSIBLE ELEMENTS	Measurements/Comments	N/C Finding *	Picture No. **
	DWELLING UNIT/ACCESSIBLE ROUTE:			
	3. Approaching the latch side of the door (fig. 25(c)): Is there at least 24" to the latch side ? Is depth at least 42" (48" if door has a closer)?			
4.34.2(6); 4.13.5; Fig. 24;	Clear Door Width is at least 32" ? (Measured from the door face to the opposite stop when the door is open 90°.)			
4.34.2(6); 4.13.10;	Does the door take more than 3 seconds to close ? (From an open position of 70° to a point 3" from the latch)			
4.34.2(6); 4.13.9; 4.13.11;	Door Hardware: 1. Does not require tight grasping or twisting to operate? (Lever or push/pulls are acceptable types.) 2. Mounted no higher than 48" above the floor? (Including dead bolts.) 3. For interior doors only, opening force is no more than 5 pounds ?	_____ _____ _____ _____		
4.34.2(6); 4.13.8;	Thresholds: 1. The threshold is no higher than 3/4" (1/2" in New Construction) ? 2. Is the threshold beveled ?	_____ _____		
4.34.2(3)	ACCESSIBLE ROUTE (Must connect the entrance door to the living spaces, kitchen, the accessible bathroom, the accessible bedrooms, and all the dwelling unit outdoor spaces such patios, balconies, clothes lines, and trash receptacles.)			
4.34.2(3); 4.3.3; 4.4.1; Fig. 8(e);	Is the minimum clear width of the accessible route to this space at least 36" wide, with no steps (width may be reduced to 32" for a length of no more than 24")?	_____ _____ _____		
4.34.2(2); 4.5.1; 4.3.8; 4.5.2;	Surface: 1. Firm, stable and slip-resistant? 2. Changes in level between 1/4" – 1/2" shall be beveled ? 3. Changes in level greater than 1/2" are ramped?	_____ _____		
4.34.2(2); 4.5.2	Must stairs be used as part of the accessible route? ("Yes" is a barrier.)			

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Citation	DWELLING UNIT ACCESSIBLE ELEMENTS	Measurements/Comments	N/C Finding *	Picture No. **
	DWELLING UNIT/ACCESSIBLE ROUTE:			
	BEDROOM(S) <i>(Survey no more than two bedrooms)</i>			
4.34.2(15); 4.34.2(6); 4.13.6; Fig. 25(a); Fig. 25(b); Fig. 25(c);	Swinging Doors - Pull side (Choose only one) 1. Approaching the door head-on (fig. 25(a)): Is there at least 18" to the latch side ? Is the depth at least 60" ? 2. Approaching the hinge side of the door (fig. 25(b)): Is there at least 36" to the latch side (42" if the depth is less than 60")? Is the depth at least 54" ? 3. Approaching the latch side of the door (fig. 25(c)): Is there at least 24" to the latch side ? Is the depth at least 48" ?	Bedroom #1 Bedroom #2 <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>		
4.34.2(6); 4.13.6; Fig. 25(a); Fig. 25(b); Fig. 25(c);	Swinging Doors - Push side (Choose only one) 1. Approaching the door head-on (fig. 25(a)): Is there at least 12" to the latch side when there is both a closer and latch side? If no closer and latch, there is no requirement. Is the depth at least 48" ? 2. Approaching the hinge side of the door (fig. 25(b)): Is there at least 18" to the hinge side ? Is the depth at least 42" ? 3. Approaching the latch side of the door (fig. 25(c)): Is there at least 24" to the latch side ? Is the depth at least 42" ?	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>		
4.34.2(6); 4.13.5; Fig. 24;	Clear Door Width is at least 32" ? <i>(Measured from the door face to the opposite stop when the door is open 90°.)</i>			
4.13.5; 4.25.2; 4.2.4; 4.25.3; 4.2.5; 4.2.6;	Closets: 1. Doors: a. If closet is deeper than 24" , survey this door the same way as the bedroom door. b. If closet is no deeper than 24" , then is the clear opening at least 20" ? <i>(For reaching-in only.)</i> 2. Clear floor space of 30" wide x 48" deep in front of clothes rod?	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>		

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Citation	DWELLING UNIT ACCESSIBLE ELEMENTS	Measurements/Comments	N/C Finding *	Picture No. **														
	DWELLING UNIT/ACCESSIBLE ROUTE:																	
	3. Is a clothes rod no more than 54" above the floor, or adjustable to that height? 4. If there is a shelf : a. If side reach, no more than 54" above floor? b. If forward reach, no more than 48" above the floor? 5. If closet is at least 48" deep is there a turning space (a 60" diameter circle or T-shape)? (May extend under clothes rods.)	<table border="0" style="width: 100%;"> <tr> <td style="width: 50%; text-align: center;">Bedroom #1</td> <td style="width: 50%; text-align: center;">Bedroom #2</td> </tr> <tr><td>_____</td><td>_____</td></tr> <tr><td>_____</td><td>_____</td></tr> <tr><td>_____</td><td>_____</td></tr> <tr><td>_____</td><td>_____</td></tr> <tr><td>_____</td><td>_____</td></tr> <tr><td>_____</td><td>_____</td></tr> </table>	Bedroom #1	Bedroom #2	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____		
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4.34.2(15)	<p style="text-align: center;">OUTDOOR SPACES</p> <p><i>(Dwelling unit outdoor spaces such as patios, balconies, clothes lines, and trash receptacles must be on an accessible route.)</i></p> <p>Door:</p>	_____ _____ _____																
4.13.6	The maneuvering space slopes no more than 2% in either direction?																	
4.34.2(6); 4.13.6; Fig. 25(a); Fig. 25(b); Fig. 25(c);	Swinging Doors - Pull side (Choose only one) 1. Approaching the door head-on (fig. 25(a)): Is there at least 18" to the latch side ? Is the depth at least 60" ? 2. Approaching the hinge side of the door (fig. 25(b)): Is there at least 36" to the latch side (42" if the depth is less than 60")? Is the depth at least 54" ? 3. Approaching the latch side of the door (fig. 25(c)): Is there at least 24" to the latch side ? Is the depth at least 48" ?	_____ _____ _____ _____ _____ _____ _____ _____																
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Citation	DWELLING UNIT ACCESSIBLE ELEMENTS	Measurements/Comments	N/C Finding *	Picture No. **
	DWELLING UNIT/ACCESSIBLE ROUTE:			
	3. Approaching the latch side of the door (fig. 25(c)): Is there at least 24" to the latch side ? Is the depth at least 42" ?			
4.13.6; Fig. 25(d); Fig. 25(e); Fig. 25(f);	Sliding Doors (Choose one for each side) 1. Approaching the door head-on (fig. 25(d)): Is the depth at least 48" ? 2. Approaching the slide side of the door (fig. 25(e)): Is there at least 18" to the slide side ? Is the depth at least 42" ? 3. Approaching the latch side of the door (fig. 25(f)): Is there at least 24" to the latch side ? Is the depth at least 42" ?	_____ _____ _____ _____		
4.34.2(6); 4.13.5; Fig. 24;	Clear Door Width is at least 32" ?			
4.34.2(6); 4.13.8;	Thresholds: 1. For exterior sliding doors , the threshold is no higher than 3/4" ? 2. The threshold is no higher than 3/4" (1/2" in New Construction)? 3. Is the threshold beveled ?	_____ _____ _____		
4.34.2(2); 4.2.3; Fig. 3;	Is there a turning space (a 60" diameter circle or T-shape)?			
4.34.2(3); 4.3.3; 4.4.1; Fig. 8(e);	Is the minimum clear width of the accessible route to this space at least 36" wide, with no steps (width may be reduced to 32" for a length of no more than 24")?			
4.34.2(2); 4.5.1; 4.3.8; 4.5.2;	Surface: 1. Firm, stable and slip-resistant? 2. Changes in level between 1/4" – 1/2" shall be beveled ? 3. Changes in level greater than 1/2" are ramped?	_____ _____		
4.34.2(2); 4.5.2	Must stairs be used as part of the accessible route? (" Yes " is a barrier.)			
4.34.2(2); 4.3.7;	Slope is 5% or less (if slope is greater than 5% and it has ramp features, survey it as a ramp)?			
4.34.2(2); 4.3.7;	Cross-slope is no more than 2% ;			

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	DWELLING UNIT/ACCESSIBLE ROUTE:			
	BATHROOMS <i>(Only one must comply.)</i>			
4.34.5; 4.3.3; 4.4.1; Fig. 8(e);	Is the minimum clear width of the accessible route to this space at least 36" wide, with no steps (width may be reduced to 32" for a length of no more than 24")?			
4.34.2(6); 4.13.6; Fig. 25(a); Fig. 25(b); Fig. 25(c);	Swinging Doors - Pull side (Choose only one) 1. Approaching the door head-on (fig. 25(a)): Is there at least 18" to the latch side ? Is the depth at least 60" ? 2. Approaching the hinge side of the door (fig. 25(b)): Is there at least 36" to the latch side (42" if the depth is less than 60")? Is the depth at least 54" ? 3. Approaching the latch side of the door (fig. 25(c)): Is there at least 24" to the latch side ? Is the depth at least 48" ?	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>		
4.34.2(6); 4.13.6; Fig. 25(a); Fig. 25(b); Fig. 25(c);	Swinging Doors - Push side (Choose only one) 1. Approaching the door head-on (fig. 25(a)): Is there at least 12" to the latch side when there is both a closer and latch side? If no closer and latch, there is no requirement. Is the depth at least 48" ? 2. Approaching the hinge side of the door (fig. 25(b)): Is there at least 18" to the hinge side ? Is the depth at least 42" ? 3. Approaching the latch side of the door (fig. 25(c)): Is there at least 24" to the latch side ? Is the depth at least 42" ?	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>		
4.34.2(6); 4.13.5; Fig. 24;	Clear Door Width is at least 32" ? (<i>Measured from the door face to the opposite stop when the door is open 90°.</i>)			
4.34.2(6); 4.13.8;	Thresholds: 1. The threshold is no higher than 3/4" (1/2" in New Construction)? 2. Is the threshold beveled ?	<hr/> <hr/>		
4.34.5.2(2); Fig. 47(a);	Toilet: 1. Is top of toilet seat between 15" and 19" above the floor? 2. Is centerline exactly 18" from the closest side wall?	<hr/> <hr/> <hr/>		

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	DWELLING UNIT/ACCESSIBLE ROUTE:			
	4. Is the clear floor space at least 30" x 48" deep (that extends 17" to 19" under the lavatory)? 5. Are the drain and hot water supply pipes insulated ?	_____ _____ _____		
4.34.5.3(1); 4.22.6; 4.19.5; 4.27.4;	Lavatory (a.k.a. Sink) Controls: Operable with one hand; and does not require tight grasping, twisting or pinching of the wrist to operate;			
4.34.5.3(1); 4.22.6; 4.19.6;	Mirror: Bottom edge of reflective surface is no more than 40" above the floor?			
4.34.5.3(3);	Medicine Cabinet: Bottom shelf no more than 44" above the floor?			
	Bathtub:			
4.34.5.4(1) Fig. 33;	Clear Floor Space: (A wall-hung lavatory may overlap the clear floor space only on the control wall (foot) side.) 1. If forward approach , is the clear floor space 48" deep x 60" wide? 2. If side approach , is the clear floor space 30" x 60"?	_____ _____		
4.34.5.4(5);	Tub Shower Spray Unit: 1. Can the shower head be fixed and handheld ? 2. Is there a hose and is it at least 60" long (59" is acceptable)?	_____ _____		
4.34.5.4(4); 4.27.4; Fig. 34;	Tub Faucet Controls: 1. Operable w/ one hand and not require tight grasping or twisting of the wrist? 2. Located below the grab bar and between the open side and the centerline of the tub?	_____ _____		
4.34.5.4(2); 4.26.3; Fig. 33; Fig. 34;	Tub – Seat 1. Is a securely-mounted in-tub seat provided?	_____ _____		

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Citation	DWELLING UNIT ACCESSIBLE ELEMENTS	Measurements/Comments	N/C Finding *	Picture No. **
	DWELLING UNIT/ACCESSIBLE ROUTE:			
	Shower:			
4.34.5.5(1); Fig. 35(a) or Fig. 35(b); 4.21.7;	Shower Stalls: Which shower type? (Choose one) 1. Transfer: 36" deep by 36" wide? If there is a curb , is it less than 1/2" ? a. Clear floor space at least 36" by 48"? 2. Roll-in: 30" deep by 60" (58 1/2" is acceptable) wide? Is there a curb? ("Yes" is a barrier.) a. Clear floor space at least 36" by 60"?	_____ _____ _____ _____		
4.34.5.5(2); Fig. 35(a); Fig. 35(b); 4.26.3;	If a transfer shower , is there a seat? 1. Between 17" and 19" above the floor? 2. Extends the full depth of the stall? 3. Located on wall opposite the controls? 4. Mounted securely?	_____ _____ _____		
4.34.5.5(5);	Tub Shower Spray Unit: 1. Can the shower head be fixed and handheld? 2. Is there a hose and is it at least 60" long? (59" is acceptable.)	_____ _____		
4.34.5.5(4); Fig. 37; 4.21.5;	Shower Controls: 1. Mounted between 38" and 48" above the floor? 2. Located between the open side and the centerline of the shower? 3. Operable w/ one hand and not require tight grasping or twisting of the wrist?	_____ _____ _____ _____		
4.34.5.5(3); 4.26.2; Fig. 37; Fig. 39(e);	Grab Bars: (Choose Whether Transfer or Roll-In Shower and Answer Those Questions) TRANSFER SHOWER (36" x 36"): <u>Back Wall</u> 1. Is centerline mounted between 33" and 36" above the floor? 2. Between 1 1/4" and 1 1/2" in diameter? 3. Is the space between the grab bar and the wall 1 1/2" exactly? 4. 18" long positioned between the centerline of the stall and the control wall?	_____ _____ _____ _____ _____ _____ _____ _____ _____ _____		

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Citation	DWELLING UNIT ACCESSIBLE ELEMENTS	Measurements/Comments	N/C Finding *	Picture No. **
	DWELLING UNIT/ACCESSIBLE ROUTE:			
	KITCHEN			
4.34.6; 4.34.2(13); 4.3.3; Fig 7; Fig. 8(e);	Is the minimum clear width of the accessible route to the kitchen at least 36" wide, with no steps (width may be reduced to 32" for a length of no more than 24")?			
4.34.6.1;	Clearance between all opposing cabinets, counters, appliances or walls: (Choose One) 1. If U-shaped kitchen , is there at least 60"? 2. In all other layouts , is there at least 40"?	_____ _____		
4.34.2(2); 4.2.3; Fig. 3;	Is there an unobstructed turning space (a 60" diameter circle or T-shape)? <i>(May include knee space under work surface or sink if it is at least 36" wide)</i>	_____		
4.34.6.2;	Clear Floor Space: With either forward reach or side reach, is there at least 30" x 48" at the following types of appliances: Oven; Range; Cook top; Dishwasher; Refrigerator; Counter; Storage Facilities, Etc.	_____ _____ _____ _____		
4.34.6.4(1); 4.34.6.4(2) 4.34.6.4(3); 4.34.6.4(4); Fig. 50; 4.2.4.1;	Kitchen Counter Work Surface: 1. At least one 30" section of the counter with knee clearance at least 27" high ? 2. Surface no more than 34" above the floor? 3. If a removable base cabinet is provided, once removed: a. Is the floor finished underneath ? b. Will the opening be at least 30" wide and 27" high ?	_____ _____ _____ _____ _____ _____		
4.34.6.5; Fig. 51;	Kitchen Sink & Surrounding Counter: 1. Knee clearance is at least 30" wide and at least 27" high ? 2. Sink rim and counter surface are no more than 34" above the floor? 3. If a removable base cabinet is provided, once removed: a. Is the floor finished underneath ? b. Is the opening at least 30" wide and 27" high ? 4. Sink is no deeper than 6 1/2" ?	_____ _____ _____ _____ _____ _____		

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	DWELLING UNIT/ACCESSIBLE ROUTE:			
4.34.6.5(8);	Kitchen Pipes must be insulated or wrapped?			
4.34.6.7; Fig. 52;	Kitchen Oven: 1. If oven is not self-cleaning , is it adjacent to an accessible 34" high (or adjustable) kitchen counter work surface? 2. Controls: a. Located on the front panel ? b. Can be operated with one hand and not require twisting of the wrist or tight grasping?	<hr/> <hr/> <hr/> <hr/>		
4.34.6.6; 4.27;	Kitchen Range/Cook-tops Controls: 1. Usable without reaching across burners? 2. Including the range hood controls, are the controls within reach? (<i>For a complete listing of reach range, see "Other Controls" below.</i>) 3. Can be operated with one hand and not require twisting of the wrist or tight grasping?	<hr/> <hr/> <hr/> <hr/>		
4.34.6.9; 4.34.6.3; 4.27;	Dishwasher: 1. Controls operable with one hand and not require tight grasping, pinching, or twisting of the wrist to operate;	<hr/> <hr/>		
.34.6.10; 4.25.2; 4.25.3; 4.2.5; 4.2.6; Fig. 50;	Kitchen Storage: 1. Operable hardware for all cabinets: a. For wall cabinets, are located near the bottom ? b. For base cabinets, are located near the top ? c. Is it operable with one hand without tight grasping, pinching, or twisting of the wrist? 2. For the wall cabinet above the work surface: a. Is the bottom shelf no more than 48" above the floor?	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>		
4.34.7;	WASHER/DRYER, UTILITY ROOM			
4.34.7; 4.34.2(2); 4.2.3; Fig. 3;	Washer/Dryer, Utility Room: 1. Is there an unobstructed turning space (a 60" diameter circle or T-shape)? 2. For either a forward or side approach, is the clear floor space at least 30" x 48" ? 3. If machines are provided by management: a. Are controls on the front panel ? b. Operable with one hand and not require twisting of the wrist or tight grasping? c. Front-loading ?	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>		

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