

STATE LEASED/OWNED BUILDING ACCESS SURVEY

Part I. Background Information:

Agency _____

Building Location _____

State Owned ___ Leased ___ Rented ___

Person(s) completing the survey _____
(phone) _____

Date Completed _____

Some questions may not apply. Please designate N/A in that instance. Attach additional sheets as needed for any explanations.

Part II. Parking:

a. How many persons with disabilities parking spaces are available? ____ Is at least one parking space designated as "van" accessible? ____ If these are in a parking lot, how many total parking spaces are available? ____ Are each identified with an upright sign? ____ Where is the designated parking in relationship to the primary entrance?

b. Are access aisles adjacent to the persons with disabilities parking spaces? ____ How wide are the parking spaces? _____ How wide are the "van" access aisles? ____ How wide are other access aisles? _____

c. Do persons with disabilities parking spaces allow people to get in or out on a level surface?

d. Does the individual using the persons with disabilities parking space have to navigate behind parked cars to gain entrance to the building? _____

Part III. Sidewalks:

a. How wide are the public sidewalks? _____ Are they level? _____ If not, do they slope away from the building, toward the building, or along the length of the walk?

b. Is there at least one sidewalk with no steps leading to the primary entrance? ____ Does the sidewalk connect to the persons with disabilities parking area? ____ Is there a curb cut at the end of the sidewalk? ____ If so, how high is the curb? _____ and how long is the curb cut or sloped portion of the sidewalk? ____ Is the curb cut surface a different texture than the sidewalk or have detectable warning inserts? _____

c. Are walks of a continuing common surface and not interrupted by steps or abrupt changes in level? _____

d. Do walks have a level platform at the door which is at least 5 feet by 5 feet? _____ If not, what is the size of the level platform? _____ Does the door swing in or out?

Part III. Entrances/Exits:

- a. Is at least one primary entrance to the building on ground level or with a ramped approach? _____ How many floors/levels does this building have? _____ If more than one, is the entrance on the same level as access to the elevator? _____
- b. If more than one floor, can access be gained to all meeting rooms, offices, and common areas from the elevator? _____ At what height are the elevator controls? (top and bottom) _____ Are the buttons labeled with raised or indented letters? _____ What are the inside dimensions of the elevator? _____
- c. If a ramp is used, what is the height of the rise it serves? _____ What is the length of the ramp? _____ Are there handrails on both sides of the ramp? _____ Is this ramp of permanent construction? _____
- d. Is the primary entrance unlocked at all times? _____
- e. What is the width of the primary entrance door? _____ If double doors, what is the width of each door? _____ Are there doors in a series at the entrance? _____ If so, how far apart are the doors? _____ Which way do the doors swing? _____ Is the handle of a lever or loop type? _____ Do all inaccessible entrances have signs indicating the location of the nearest accessible entrance? _____
- f. Is the height of the threshold $\frac{1}{2}$ " or less? _____
- g. Does the primary entrance contain a revolving door or turnstile? _____ If so, is there a usable door at the same location? _____ Is there an accessible route provided through fixed security barriers at required accessible entrance(s)? _____
- h. Is there a primary entrance with an automatic door opener? _____ If not, what pressure pull is required to open the primary entrance door? _____ (NOTE: an easy tool to measure this is a fishing scale)
- i. If two-way communication is required to gain admittance to the facility or restricted area(s) within the facility, does the system provide both visual and audible signals? _____
- j. Is the symbol of accessibility used to designate barrier free entrance? _____

Part IV. Interior Circulation:

- a. Do all doors have a clear opening of at least 32" when open? _____ Do all doors operate with a single effort? _____ What pull/push weight is required to operate doors? _____ Do the doors have lever or loop type handles? _____
- b. Is the floor on the inside and outside of each doorway level for a distance of 5 feet from the door in the direction the door swings? _____ Does the flat surface extend 15" to 18" on each side of the door? _____
- c. Does any interior doorway have a threshold over $\frac{1}{2}$ "? _____

d. If interior ramps are used, what is the height of the rise? _____ What is the length of the ramp? _____ Are there handrails installed on both sides of the ramp? _____ Does the ramp have a non-slip surface? _____ What is the height of the handrail? _____ Do the handrails extend 1 foot beyond each end of the ramp? _____

e. What is the height of the public phones? _____ Is there a working TTY in the building? _____ If water fountains are provided, what is the height of the spout from the floor? _____

f. Are raised, recessed or Braille numbers/words provided on rooms? _____

g. Are there fire extinguishers, plants, other obstacles protruding from the wall that do not reach the floor? If so, how far do they protrude? _____

Part V. Restrooms:

a. Are there toilet rooms and/or stalls designed to be accessible? _____ Are there any steps or obstructions leading to the toilet rooms? _____ What is the clear opening width of the entrance door? _____ Are there doors in a series? _____ If so, how far apart are they? _____ If a 90-degree turn is required in the entrance, what is the corridor width? _____ What pressure pull is required to open the door(s)? _____

b. Is there at least one place in the toilet room that provides a full 5 foot diameter open floor space? _____ How wide is the area between the wall and the front of the stalls? _____ If stalls are provided, what are the dimensions of the largest compartment? _____ Does the door on the compartment swing out? _____ What is the open width of the door? _____ Are grab bars provided? _____ If so, at what height are they mounted? _____ How many grab bars are in the compartment? _____ Are they located on the side or behind the stool? _____ What is the diameter of the grab bar? _____ What is the width of the space between the wall and grab bar? _____

c. What is the height of the stool? _____ What is the height of the urinal? _____ Are there grab bars at the urinal? _____ What is the height of the towel or towel dispense? _____ What is the height of the soap dispenser? _____ What is the measurement from the bottom edge of the reflecting surface of the mirror to the floor? _____ What is the measurement from the lower edge of the lavatory to the floor? _____ Are dispensers located at the side of or above the lavatory? _____

d. Do appropriate signs identify accessible toilet facilities? _____ Are the handles of the faucets single handle or "blade" type? _____ Are the drain and hot water pipes wrapped? _____

Part VI. Other:

a. Are switches and controls for light, heat, ventilation, window draperies, fire alarms and all similar controls of frequent or essential use within 54" of the floor? _____ and higher than 18" from the floor? _____

- b. Are audible warning signals accompanied by simultaneous visual signals? _____
- c. Are there low-hanging door closures that remain within the opening of a doorway or that protrude into regular corridors or traffic ways? _____ If so, at what height? _____
- d. Are there low hanging signs, ceiling lights, fans, fixtures, or similar objects that protrude into regular corridors or traffic ways? _____ If so, at what height? _____