*ADA Monitoring Checklist*

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*Based on the 2012 Texas Accessibility Standards (TAS)*

The checklist as presented was modified as allowed by the authors to represent standards of the 2012 Texas Accessibility Standards (TAS), Elimination of Architectural Barriers, Texas Government Code, Chapter 469, administered by the Texas Department of Licensing and Regulation (TDLR). The TDLR received equivalency certification from the U.S. Department of Justice that the TAS, including the appendix and Architectural Barriers Administrative Rules Chapter 68, met or exceeded the new construction and alteration requirements for the ADA and are consistent with the ADA Accessibility Guidelines.

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| **ADA Checklist for 2012 Texas**  **Accessibility Standards (TAS)**  The Americans with Disabilities Act (ADA) requires state and local governments, businesses and non-profit organizations to provide goods, services and programs to people with disabilities on an equal basis with the rest of the public.  Some people think that only new construction and alterations need to be accessible and that older facilities are “grandfathered,” but that’s not true. Because the ADA is a civil rights law and not a building code, older facilities are often required to be accessible to ensure that people with disabilities have an equal opportunity to participate.  The ADA has different requirements for state and local governments and for places of public accommodation (businesses and non-profit organizations that serve the public).  **Requirements for State and Local Governments**  State and local governments must ensure that services, programs and activities, when viewed in their entirety, are accessible to people with disabilities. This is part of public entities’ program accessibility obligations. Alterations to older buildings may be needed to ensure program accessibility. Generally this is a greater obligation than “readily achievable barrier removal” the standard that applies to public accommodations. State and local governments are not required to take any action that would result in undue financial and administrative burdens.  State and local governments’ ADA obligations for program accessibility are in the Department of Justice’s ADA Title II regulations 28 CFR Part 35.150 and Texas Government Code, Chapter 469.  **Requirements for Places of Public Accommodation**  Businesses and non-profit organizations that serve the public must remove architectural barriers when it is “readily achievable” to do so; in other words, when barrier removal is “easily accomplishable and able to be carried out without much difficulty or expense.”  The decision of what is readily achievable is made considering the size, type, and overall finances of the public accommodation and the nature and cost of the access improvements needed. Barrier removal that is difficult now may be readily achievable in the future as finances change.  Public accommodations’ ADA obligations for barrier removal are in the Department of Justice’s ADA Title III regulations 28 CFR Part 36.304.  **Priorities for Accessibility**  The checklist follows the four priorities that are listed in the Department of Justice ADA Title III regulations. These priorities are equally applicable to state and local government facilities.  Priority 1 - Accessible approach and entrance  Priority 2 - Access to goods and services  Priority 3 - Access to public toilet rooms  Priority 4 - Access to other items such as water fountains and public telephones  **2010 ADA Standards for Accessible Design**  The checklistis based on the 2010 ADA Standards for Accessible Design (2010 Standards). The checklist does not include all sections of the 2010 Standards. Full compliance with the 2010 Standards is required only for new construction and alterations.  **Safe Harbor – Construction Prior to March 15, 2012**  Elements in facilities built or altered before March 15, 2012 that comply with the 1991 ADA Standards for Accessible Design (1991 Standards) are not required to be modified to specifications in the 2010 Standards. For example, the 1991 Standards allow 54 inches maximum for a side reach range to a control such as the operating part of a paper towel dispenser. The 2010 Standards lower that side reach range to 48 inches maximum. If a paper towel dispenser was installed prior to March 15, 2012 with the highest operating part at 54 inches, the paper towel dispenser does not need to be lowered to 48 inches.  **Elements in the 2010 Standards that aren’t in the 1991 Standards**  The2010 Standards contain elements that are not in the 1991 Standards*.* These elements include recreation facilities such as swimming pools, team and player seating, accessible routes to court sports facilities, saunas and steam rooms, fishing piers, play areas, exercise machines, golf facilities, miniature golf facilities, amusement rides, shooting facilities with firing positions, and recreational boating facilities. Because these elements are not in the 1991 Standards, they are not subject to the safe harbor exemption. State and local governments must make these items accessible if necessary to ensure program accessibility, unless an undue burden would result. Public accommodations must remove architectural barriers to these items.  **What this Checklist is Not**  The ADA Title II and III regulations require more than program accessibility and barrier removal. The regulations include requirements for nondiscriminatory policies and practices and for the provision of auxiliary aids and services, such as sign language interpreters for people who are deaf and material in Braille for people who are blind. This checklist does not cover those requirements.  Since this checklist does not include all of the 2010 Standards it is not intended to determine compliance for new construction or facilities being altered.  **What are Public Accommodations?**  Under the ADA public accommodations are private entities that own, lease, lease to or operate a place of public accommodation. This means that both a landlord who leases space in a building to a tenant and the tenant who operates a place of public accommodation have responsibilities to remove barriers.  A place of public accommodation is a facility whose operations affect commerce and fall within at least one of the following 12 categories:  1) Places of lodging (e.g., inns, hotels, motels, except for owner-occupied establishments renting fewer than six rooms)  2) Establishments serving food or drink (e.g. , restaurants and bars)  3) Places of exhibition or entertainment (e.g., motion picture houses, theaters, concert halls, stadiums)  4) Places of public gathering (e.g. , auditoriums, convention centers, lecture halls)  5) Sales or rental establishments (e.g. , bakeries, grocery stores, hardware stores, shopping centers)  6) Service establishments (e.g. , laundromats, dry-cleaners, banks, barber shops, beauty shops, travel services, shoe repair services, funeral parlors, gas stations, offices of accountants or lawyers, pharmacies, insurance offices, professional offices of health care providers, hospitals)  7) Public transportation terminals, depots, or stations (not including facilities relating to air transportation)  8) Places of public display or collection (e.g. , museums, libraries, galleries)  9) Places of recreation (e.g. , parks, zoos, amusement parks)  10) Places of education (e.g. , nursery schools, elementary, secondary, undergraduate, or postgraduate private schools)  11) Social service center establishments (e.g. , day care centers, senior citizen centers, homeless shelters, food banks, adoption agencies)  12) Places of exercise or recreation (e.g., gymnasiums, health spas, bowling alleys, golf courses).  **Resources**  **U.S. Department of Justice ADA Information**  800-514-0301 voice  800-514-0383 TTY  [www.ada.gov](http://www.ada.gov)  **ADA National Network**  800-949-4232 voice/TTY connects to your regional ADA Center  [www.adata.org](http://www.adata.org)  **U.S. Access Board**  800- 872-2253 voice  800-993-2822 TTY  [www.access-board.gov](http://www.access-board.gov)  **ADA Title II Regulations 28 CFR Part 35**  [www.ada.gov/regs2010/titleII\_2010/titleII\_2010\_regulations.htm](http://www.ada.gov/regs2010/titleII_2010/titleII_2010_regulations.htm)  [**ADA Title III Regulations 28 CFR Part 36**](http://www.ada.gov/regs2010/titleIII_2010/titleIII_2010_regulations.htm)  [www.ada.gov/regs2010/titleIII\_2010/titleIII\_2010\_regulations.htm](http://www.ada.gov/regs2010/titleIII_2010/titleIII_2010_regulations.htm)  [**2010 ADA Standards for Accessible Design**](http://www.ada.gov/2010ADAstandards_index.htm)  [www.ada.gov/regs2010/2010ADAStandards/2010ADAstandards.htm](https://www.ada.gov/regs2010/2010ADAStandards/2010ADAstandards.htm)  **2012 Texas Accessibility Standards (TAS)**  [www.tdlr.texas.gov/ab/2012TAS/2012tascomplete.pdf](https://www.tdlr.texas.gov/ab/2012TAS/2012tascomplete.pdf)  [**1991 ADA Standards for Accessible Design**](http://www.ada.gov/2010ADAstandards_index.htm)  [www.ada.gov/1991standards/1991standards-archive.html](http://www.ada.gov/1991standards/1991standards-archive.html)  **1994 Architectural Barrier Texas Accessibility Standards (TAS)**  [www.tdlr.texas.gov/ab/1994abtas.htm](http://www.tdlr.texas.gov/ab/1994abtas.htm)  **Tax Deductions and Credits for Barrier Removal**  [www.ada.gov/taxincent.htm](http://www.ada.gov/taxincent.htm) | **How to Use this Checklist**  **Get Organized**  One person can conduct a survey, but it’s easier with two people. One person can take measurements and the other person can fill out the checklist and take photos.  **Obtain Floor Plan or Make Sketch**  A floor plan or sketch helps the surveyors to get organized and to know how many elements there are, such as drinking fountains, entrances and toilet rooms, and where they are located. If plans are not available, sketch the layout of interior and exterior spaces and mark the elements on the sketch.  **Make Copies of the Checklist**  Determine how many copies of each section of the checklist you need. For example, most facilities have more than one toilet room.  **Gather Tools**   * Checklist * Clipboard * Tape measure * Electronic or carpenter’s level - 24 inches * Door pressure gauge or fish scale for measuring door-opening force * Digital camera * Bag to hold these items   **Conduct the Survey**  **Start Outside**  Start from site arrival points such as drop-off areas and public sidewalks and determine if there is an accessible route to an accessible entrance. If there is a parking lot or garage check for the correct number of accessible parking spaces, including van-accessible spaces. Is there an accessible route from the accessible parking spaces to an accessible entrance? Next survey the entrances. If there is an accessible entrance, determine if there are signs at inaccessible entrances directing people to the accessible entrance. Go inside and continue through the facility and the checklist.  **Keep Good Notes**  Write on the front of each checklist where you are surveying. You may end up with six toilet room checklists. When you get back to your office you’ll want to know which one is the checklist for the first floor women’s room. If there isn’t an accessible entrance you’ll want to indicate how many steps there are and how much space is available to install a ramp or lift. This is a good time to take photographs.  **Take Good Measurements**  When in doubt write it down. It’s better to have too much information than not enough. Even if something is in compliance it’s helpful to have exact measurements.  two men measure width of parking space**Parking Spaces**  Measure from the center of marking lines. If lines are not adjacent to another space or aisle, the measurement can be to the full width of the line.  woman measures width of door with tape measure  **Door Clear Width**  Open the door 90 degrees, measure from the face of the door to the edge of the door stop**.**  door push hardward  **Door Opening Force**  If you’re using a door pressure gauge place it where you would push open the door.  door pull hardware  If you’re using a fish scale, place it where you would pull open the door.  measuring ramp slope with level**Accessible Slopes**  You can measure slope with 24 inch level and a tape measure. Put the level on the surface in the direction you are measuring. Put one end at the high point of the surface and raise the other end so that the bubble is in the middle of the level’s gauge. The level is now level. Measure the distance between the end of the level at its bottom point and the surface.  For a ramp the maximum running slope allowed is 1:12. That means for every inch of height change there should be at least 12 inches of ramp run. If the distance between the bottom of the level and the ramp surface is 2 inches or less, then the slope is 1:12 or less (2:24 = 1:12 and 1.5:24 = 1:16 which is a more gradual slope than 1:12). If the distance is greater than 2 inches, the ramp is too steep. For example, if the distance is 3 inches, then the slope is 1:8 (3:24 = 1:8 which is a steeper slope than 1:12).  For the parts of an accessible route that aren’t a ramp, the maximum running slope allowed is 1:20. That means for every inch of height change there must be at least 20 inches of route run. The distance from the bottom edge of the level to the surface should be no more than 1.2 inches (1.2:24 = 1:20).  For the cross slope of an accessible route the maximum slope allowed is 1:48. The distance from the bottom edge of the level to the surface should be no more than ½ inch (.5:24 = 1:48). The cross slope of an accessible route is the slope that is perpendicular to the direction of pedestrian travel.  Slopes may also be measured using a **digital level**. Be sure to read the instructions. Measure with the percent calculation rather than the degrees calculation. For a ramp the maximum running slope allowed is 8.33% (8.33% is a 1:12 slope). For an accessible route without a ramp the maximum running slope allowed is 5% (1:20). For the cross slope of an accessible route the maximum slope allowed is 2.083% (1:48).  **Check that You Got Everything**  Before you leave the site review all the checklists. Make sure you know which checklist goes with which entrance and which toilet room and that you’ve got all the information you need. It is better to do it now than to have to go back.  **After the Survey**  **List Barriers and Solutions**  Consider the solutions listed beside each question on the checklist and add your own ideas. Consult with building contractors and equipment suppliers to estimate the costs for making modifications.  **Develop an Implementation Plan**  State and local governments were required to develop a Transition Plan a few years after the ADA went into effect. Conducting a current survey is a good opportunity to update the plan.  Although places of public accommodation are not required to have a plan, the Department of Justice recommends one: *"...Such a plan...could serve as evidence of a good faith effort to comply..."*  Prioritize items, make a timeline, decide who is responsible to carry out the plan, and develop a budget.  **Make Changes**  Use the 2012 Texas Accessibility Standards (TAS). Check whether local and state building codes require greater accessibility when alterations are undertaken.  **Follow Up**  Review the plan each year to evaluate whether more access improvements can be made.  ***Acknowledgements:***  *Many of the illustrations are from the U.S. Department of Justice and the U.S. Access Board or are based on illustrations produced by the U.S. Access Board and the U.S. Department of Justice. Other photographs come from U.S. Access Board webinars and from actual physical accessibility reviews conducted at local Texas workforce centers.* |

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|  | | **ADA Checklist for 2012 Texas Accessibility Standards (TAS)** | | | | | | | | |
|  | | **Priority 1 – Accessible Approach and Entrance** | | | | | | | | |
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| **Shown in plan view, the minimum clear width of accessible routes is 36 inches.** | | | | | | | **Name of Establishment:** | | | |
| **Site/Center Name:** | | | |
| **Physical Address:** | | | |
| **Date:** | | | |
| **Reviewer:** | | | |
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| **Contact Information:** | | | |
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|  | **An accessible route from site arrival points and an accessible entrance should be provided for everyone.** | | | | | | | | | |

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| **Priority 1 – Accessible Approach and Entrance** | | | | **Comments** | **Possible Solutions** |
| **1.1**  **TAS 206.2.1**  **303.4**  **402**  **403**  **404** | Is there at least one accessible route from site arrival points (parking, passenger loading zones, public streets and sidewalks, and public transportation stops) to the facility’s accessible entrance? | Yes No N/A  If yes, location of route: | Diagram showing accessible routes from parking spot and public transportation stop to the facility's entrance. | Photo #: | • Add a ramp  • Regrade to 1:20 maximum slope  • Add a lift if site constraints prevent other solutions |
| **1.2**  **TAS 303.4 402**  **403**  **404** | Is there an accessible route to the accessible entrance with a walking surface that does not include a change in level (i.e., stairs, steps or escalators)  *or*  are any changes in level greater than 1/4” to 1/2” beveled  *or*  are any changes in level greater than 1/2” ramped? | Yes No N/A  If yes, location on route:  Yes No N/A  Yes No N/A | diagram showing beveled edge of 1/2" height  1/2” max height, 1/4” max high  1:2 max beveled edge vertical edge permitted  diagram showring edge with 1/4" height | Photo #: | * Create accessible route * Repair/adjust level changes in walking surface |
| **1.3**  **TAS 206.4.1**  **404** | Are 60% of all public entrances accessible?\*  Definitions:  *Public Entrance* – not a service or a restricted entrance.  *Restricted Entrance* – Common use on a controlled basis but not a public use and/or service entrance.  *Service Entrance* – Intended primarily for delivery of goods or services. | Yes No N/A  Total # public entrances: | Buildings with connecting elevated walkway, separate tenancies, and parking garage.  Notes:  At least 60% of public entrances in addition to the other types of entrances required to comply. At least one entrance serving each direct access from parking structures.  At least one entrance from each elevated walkway or pedestrian tunnel.  At least one entrance to each tenancy in a facility.   Additional requirements apply to transit facilities and to entrances for inmates and detainees in judicial, detention, and correctional facilities. | Photo #: | \*If constructed before 3/15/2012, entrances are compliant if 50% of entrances are accessible |
| **PARKING** *(2012 Standards – TAS Chapters 2 (208) and 5 (502))* **Note: Accessible parking spaces should be identified by size, access aisle and signage.** | | | | | |
| **1.4**  **TAS 208.2** | If parking is provided for the public, are an adequate number of accessible spaces provided for the designated workforce center location? | Yes No N/A  Total #:  Accessible #: | |  |  | | --- | --- | | **Total Spaces** | **Accessible Spaces** | | 1 - 25 | 1 | | 26 - 50 | 2 | | 51 - 75 | 3 | | 76 - 100 | 4 | | 100+ see 2010 Standards 208.2 | | | Photo #: | • Reconfigure by repainting lines |
| **1.5**  **TAS 502.6** | * Are accessible spaces marked with a sign containing the International Symbol of Accessibility? * Is the bottom of the sign at least 60” above the ground? | Yes No N/A  Yes No N/A  Measurement: | **One marked parking space is shown in perspective.  There is one sign displaying the International Symbol of Accessibility.  The bottom of the sign is 60 inches minimum from the ground.** | Photo #: | • Install missing signs  • Replace faded signs  • Re-mount low signs  Accessibility Symbol not required on ground by 2012 TAS. |
| **1.6**  **TAS**  **208.2.4** | Of the accessible spaces, is at least one space designated a van accessible space?\* | Yes No N/A | \*For every 6 or fraction of 6 parking spaces required by the table above, at least 1 should be a van accessible space. | Photo #: | \* If constructed before 3/15/12, parking is compliant if 1 in 8 accessible spaces is van accessible |
| **1.7**  **TAS 502.6** | Is there at least one “van accessible” space with the sign:   * mounted vertically at least 60” above ground surface; * showing the international symbol of accessibility; and * “van accessible” is posted below the accessibility icon? | Yes No N/A | **A** | Photo #: | * Install missing signs   • Re-mount low signs |
| **1.8**  **TAS 502.2**  **502.3.1** | Are accessible spaces at least 96” (8 feet) wide and have an access aisle\* at least 60” (5 feet) wide? | Yes No N/A  Measurements:  Space: Aisle: | **One marked parking space is shown in plan view.  The car space is 8 feet wide minimum and the access aisle is 5 feet wide minimum.** | Photo #: | • Reconfigure by repainting lines  \*Two spaces can share an access aisle (TAS 502.3) |
| **1.9**  **TAS 502.2**  **502.3.1** | Is the van accessible space:   * at least 132” (11 feet) wide with an access aisle at least 60” (5 feet) wide   *or*   * at least 96” (8 feet) wide with an access aisle at least 96” (8 feet) wide? | Yes No N/A  Measurement:  Yes No N/A  Measurement: | **Two marked van parking spaces options are shown in plan view.  The first space is 11 feet wide minimum with an access aisle that is 5 feet wide minimum; the second space is 8 feet wide minimum with an access aisle that is 8 feet wide minimum.** | Photo #: | • Reconfigure to provide van-accessible space(s) |
| **1.11**  **TAS 208.3.1** | Are accessible parking spaces on the shortest accessible route of travel from parking facilities to the accessible public entrance? | Yes No N/A | **Diagram showing route from parking to entrances** | Photo: | * Relocate accessible spaces * Reconfigure spaces |
| **1.12**  **TAS 502.3.3** | Are the access aisles marked so as to discourage parking in them? | Yes No N/A | **Two marked parking spaces are shown in plan view, with an access aisle between them.  The access aisle is marked with solid diagonal lines.** | Photo #: | • Mark access aisles    The marking method and color may be addressed by state/local requirements |
| **1.13**  **TAS 502.3.2** | Does the access aisle extend the full length of the parking spaces they serve? | Yes No N/A  Measurement: | **Diagram shoring the access aisle extended the full length of the parking space** | Photo #: | • Adjust access aisles |
| **1.14**  **TAS 502.3** | Do the access aisles next to accessible parking spaces adjoin the closest accessible route to the accessible entrance?  ***Advisory 502.3*** - Access Aisle: Accessible routes must connect parking spaces to accessible entrances. Travel behind parked cars is no longer prohibited but the advisory note states it is preferable the accessible route not pass behind parked cars. | Yes No N/A | **diagram showing the route from the parking space to accessible route** | Photo #: | • Create accessible route  • Relocate accessible space   * Reconfigure spaces   If parking lot serves multiple entrances, accessible spaces should be dispersed. |
| **EXTERIOR ACCESSIBLE ROUTE AND WALKING SURFACES** *(2012 TAS Standards–302 and 403))* **Note: Portions of an accessible route steeper than 1:20 are treated as a ramp.** | | | | | |
| **1.15**  **TAS 302.1** | Is the route stable, firm and slip-resistant? | Yes No N/A | Picture of the lower half of a wheelchair | Photo #: | • Repair uneven paving  • Fill small bumps and breaks with patches  • Replace gravel with asphalt or other surface |
| **1.16**  **TAS 403.5.1** | Is the route at least 36” wide?  ***Note***: The accessible route can narrow to 32” minimum for a run up to 24” long. These narrower portions of the route must be at least 48 inches from each other. | Yes No N/A  Measurement: | Diagram showing the minimum clearance between reduced clearances. | Photo #: | • Change or move landscaping, furnishings or other items  • Widen route |
| **1.17**  **TAS 302.3** | * If there are grates or openings on the route, are the openings no larger than 1/2” to the dominant direction of travel? * Is the long dimension perpendicular to the dominant direction of travel? | Yes No N/A  Measurement:  Yes No N/A | Diagram showing grates with the long dimension perpendicular to route of travel. | Photo #: | • Replace or move grate |

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| **Ramps and Curb Ramps** *(2012 TAS Standards – Chapters 4 (403, 405 and 406) and 5 (505))* **Note: Any portion of an accessible route steeper than 1:20 should be treated as a ramp.** | | | | | | |
| **1.18**  **TAS 403.3** | If there are changes in level on the exterior accessible route, is the running slope no steeper than 1:20 (5% slope/grade), i.e. for every 1” of height change there are at 20” of route run? | | Yes No N/A  Measurement: | A sidewalk is shown in perspective with a person walking up a sloped section.  There is an arrow indicating the direction of running slope. | Photo #: | • Regrade to 1:20 (5%) max  • If steeper than 1:20 and no steeper than 1:12 (8.33%), treat as a ramp and add other features such as edge protection and handrails |
| **1.19**  **TAS 403.3** | Is the cross slope of the exterior accessible route no steeper than 1:48 (2% slope/grade)? | | Yes No N/A  Measurement: | A sidewalk is shown in perspective with a person walking up a sloped section.  There is an arrow indicating the direction of cross slope. | Photo #: | • Regrade to 1:48 (2%) max |
| **1.20**  **TAS 406.1** | Is there a curb ramp if the accessible route crosses a curb? | | Yes No N/A | A sidewalk with a curb ramp is shown in perspective.  There is a dashed, arrowed line indicating where the accessible route crosses the curb at the curb ramp. | Photo #: | • Install curb ramp |
| **1.21**  **TAS 405.2** | Is the running slope of the curb ramp no steeper than 1:12 (8.33% slope/grade), i.e., for every 1 inch of height change there are at least 12” of curb ramp run? | | Yes No N/A  Measurement: | A curb ramp is shown in perspective with an arrow indicating the direction of running slope.  There is a tetrahedron shown in isometric view with a maximum 1:12 slope. | Photo #: | • Regrade curb ramp |
| **1.22**  **TAS 405.5** | | * If there is a ramp (other than curb ramps), is it at least 36” wide?   ***Note***: If there are handrails, measure between handrails.   * Is the surface stable, firm and slip resistant? | Yes No N/A  Measurement:  Yes No N/A | Diagram of a ramp with handrails at 36" wide. | Photo #: | • Alter ramp   * Resurface ramp |
| **1.23**  **TAS 405.2** | | For each section of the ramp, is the running slope no greater than 1:12 (8.33%), i.e. for every 1” of height change there are at least 12” of ramp run?  ***Note****:* Rises no greater than 3” with a slope no steeper than 1:8 and rises no greater than 6” with a slope no steeper than 1:10 are permitted if there are space limitations | Yes No N/A  Measurement: | A ramp is shown in perspective with a maximum 1:12 running slope. | Photo #: | • Alter or relocate ramp  • Lengthen ramp to decrease slope   * Reconfigure ramp to include switchbacks |
| **1.24**  **TAS 405.7**  **405.7.2**  **405.7.3** | | Is there a level landing that is at least 60” long and as wide as the ramp:   * At the top of the ramp? * At the bottom of the ramp? | Yes No N/A  Measurement:  Yes No N/A  Measurement: | A ramp with two landings is shown in perspective, one at the top and one at the bottom. Each landing is minimum 60 inches long in the direction of the ramp run and as wide as the connecting ramp run. | Photo #: | • Alter ramp   * Relocate ramp |
| **1.25**  **TAS 405.7.4** | | Where the ramp changes direction, is there a level landing at least 60” x 60”? | Yes No N/A  Measurement: | Shown in perspective, a ramp with two runs is connected by a landing 60 by 60 inches; each run is oriented at 90 degrees from the other run, which connect to an adjacent side of the landing. | Photo #: | • Alter ramp   * Increase landing size |
| **1.26**  **TAS 505.2** | | If the ramp has a rise higher than 6”, are there handrails on both sides?  ***Note***: Curb ramps are not required to have handrails | Yes No N/A  Measurement: | Shown in perspective, a ramp measuring greater than 6 inches in height must have handrails on both sides. | Photo #: | • Add handrails |
| **1.27**  **TAS 505.4** | | Is the top of the handrail gripping surface between 34” minimum and 38” maximum above the ramp surface? | Yes No N/A  Measurement: | Shown in perspective, the top of the gripping surface of a handrail on a ramp must be 34 to 38 inches above the ramp surface. | Photo #: | • Reconfigure or replace handrails   * Adjust handrail height |
| **1.28**  **TAS 505.6** | | * Is the handrail gripping surface continuous and not obstructed along the top or sides? * Is the handrail bottom gripping surface obstructed for no more than 20% of its length? | Yes No N/A  Yes No N/A  Measurement: | A ramp with a handrail is shown in perspective along a wall.  The handrail is located next to the wall and is continuous without obstructions along the top or sides. | Photo #: | • Reconfigure or replace handrails |
| **1.29**  **TAS 505.7.1** | | If the handrail gripping surface is circular, is the diameter between 1 ¼’ and 2”? | Yes No N/A  Measurement: | A figure shows a handrail with a circular cross section.  The diameter must be 1 ¼ to 2 inches. | Photo #: | • Replace handrails |
| **1.30**  **TAS 505.7.2** | | If the handrail gripping surface is non-circular, is the perimeter between 4”-6 ½”and no more than 2 ¼” in cross section?  \*Perimeter = Distance measured around the gripping surface | Yes No N/A  Measurement: | One figure shows a handrail with an approximately square cross section and the second figure shows an elliptical cross section.  The perimeter dimension must be 4 to 6 inches.  The largest cross section is 2 ¼ inches. | Photo #: | • Replace handrails |
| **1.31**  **TAS 505.10.1** | | Does the handrail:  Extend 12” horizontally beyond the top and bottom of the ramp?  Return to a wall, guard, or the landing surface? | Yes No N/A  Measurement:  Yes No N/A | Diagram of ramp with handrail that extends beyond the top and bottom of the ramp. | Photo #: | • Add extensions  • Reconfigure handrails  If a 12” extension would be  hazardous (in circulation path), it is not required |
| **1.32**  **TAS 405.9.1**  **405.9.2** | | To prevent wheelchair casters and crutch tips from slipping off ramp surface:  Does the ramp surface extend at least 12” beyond the inside face of the handrail?  *or*  Is there a curb or barrier that prevents passage of a 4” diameter sphere? | Yes No N/A  Measurement:  Yes No N/A  Measurement: | A detailed perspective of a ramp with handrails is shown; the handrails have both a top rail and bottom rail. The ramp surface must extend 12 inches minimum to the outside of the handrails or there must be a vertical clearance of less than 4 inches between the ramp surface and the bottom horizontal edge of the rail. | Photo #: | • Add curb  • Add barrier  • Extend ramp width |
| **1.33**  **TAS 405.10** | | Are ramp landings designed to prevent the accumulation of water under wet conditions? | Yes No N/A | diagram of ramp landing with graduating heights. | Photo # | * Alter ramp |
| **Public Entrances and Doors** *(2012 TAS Standards – Chapters 2 (206 and 216), 3 (302, 303 and 309), 4 (404), and 7 (703))* | | | | | | |
| **1.34**  **TAS 206.2.1**  **216.6**  **404**  **703** | | Is the main entrance accessible? | Yes No N/A | Image result for picture of accessible entrance | Photo #: | • Redesign to make it accessible |
| **1.35**  **TAS**  **206.4**  **216.6**  **404**  **703** | | * If the main entrance is not accessible, is an alternative accessible entrance available? * Can the alternative accessible entrance be used during the same hours and independent of the main entrance? | Yes No N/A  Yes No N/A | Image of an individual in a wheelchair reaching for an automatic door opener. | Photo #: | • Designate an entrance and make it accessible  • Ensure that accessible entrance can be used independently and during the same hours as the main entrance |
| **1.36**  **TAS**  **216.6** | | Do all inaccessible entrances have signs indicating the location of the nearest accessible entrance? | Yes No N/A | A woman using a wheelchair is shown at an inaccessible entrance stair with a sign indicating the direction of the accessible entrance. | Photo #: | • Install signs  • Install signs on route before people get to inaccessible entrances so people do not have to turn around and retrace route |
| **1.37**  **TAS 216.6** | | If not all entrances are accessible, is there a sign at the accessible entrance with the International Symbol of Accessibility? | Yes No N/A | Image of an Accessible Entrance sign. | Photo #: | • Install sign |
| **1.38**  **TAS 206.4.5 404** | | Are entrances on accessible routes to tenant entrances accessible (exterior and/or interior tenant entrances)? | Yes No N/A | Image result for Multi-Tenant Office Building | Photo #: | * Redesign to make it accessible |
| **1.39**  **TAS 404.3** | | If the entrance provides automatic or power-assisted doors, are they in working order?  ***Note***: Automatic or power-assisted doors are not required. Also, there is no pounds of force requirement for exterior doors. | Yes No N/A | [https://tse1.mm.bing.net/th?&id=OIP.M6384c95f9e13d3c0e1ff9bb8d838ac31o0&w=300&h=300&c=0&pid=1.9&rs=0&p=0&r=0](https://www.bing.com/images/search?q=Automatic+Door+Signs&view=detailv2&&id=DAFF1DA7306F19368FA3DC608154FB7EE20EB74E&selectedIndex=1&ccid=Y4TJX54T&simid=608046746066420578&thid=OIP.M6384c95f9e13d3c0e1ff9bb8d838ac31o0) | Photo #: | * Repair or replace door opener |
| **1.40**  **TAS 404.2.3** | | Is the clear opening width of the accessible entrance door at least 32” measured between face of the door and the stop, with door open 90 degrees? | Yes No N/A  Measurement: | Shown in plan view is a hinged door open 90 degrees with a clear opening width 32 inches minimum, measured from the face of the door to the opposite stop. | Photo #: | • Alter door  • Install offset hinges  Note: For double-leaf doors, at least one active leaf shall be compliant. |
| **1.41**  **TAS 404.2.4.1**  **404.2.4.4** | | * If there is a front approach to pull side of the door, is there at least 18” of maneuvering clearance beyond the latch side and at least 60” clear depth? * As no change in level allowed, is the ground or floor surface of maneuvering clearance no steeper than 1:48 (2% slope)? | Yes No N/A  Measurement:  Yes No N/A  Measurement: | Maneuvering space on the pull side of a door with a front approach extends 18 inches minimum beyond the latch side of the door and 60 inches minimum perpendicular to the doorway. | Photo #: | • Remove obstructions  • Reconfigure walls  • Add automatic door opener  See 2012 Standards  404.2.4 for maneuvering  clearance requirements on  the push side of the door  and side approaches to the  pull side of the door |
| **1.42**  **TAS 303.2**  **303.3**  **404.2.5** | | Is the door threshold edge no more than ¼” high?  *or*  No more than ¾” high if slope is beveled no steeper than 1:2?  **Note**: First ¼” high of threshold may be vertical; rest must be beveled. | Yes No N/A  Measurement:  Yes No N/A  Measurement: | Two perspective drawings of a door threshold; one with a vertical edge that is 1/4 inch high maximum and one with a beveled edge that is 3/4 inch high maximum. | Photo #: | • Remove or replace threshold |
| **1.43**  **TAS 309.4** | | Is the door equipped with hardware, including locks, that is operable with one hand and does not require tight grasping, pinching, or twisting of wrist? | Yes No N/A | Three perspective drawings of a loosely closed fist operating different door hardware.  The first shows U-shaped hardware; the second shows lever hardware; the third shows a panic/emergency bar. | Photo #: | • Replace inaccessible knob with lever, loop or push hardware  • Add automatic door opener |
| **1.44**  **TAS 404.2.7** | | Are the operable parts of the door hardware no less than 34” and no greater than 48” above the floor or ground surface? | Yes No N/A  Measurement: | A door is shown in elevation with operating hardware 34 to 48 inches above the floor. | Photo #: | • Change hardware height |
| **1.45**  **TAS 404.2.8.1** | | If the door has a closer, does it take at least 5 seconds to close from an open position of 90 degrees to a position of 12 degrees from the latch? | Yes No N/A  Measurement: | Diagram of a door in an open position of 90 degrees. | Photo #: | • Adjust closer |
| **1.46**  **TAS 404.2.6** | | If there are two doors in a series, e.g. vestibule, is the distance between the doors at least 48” plus the width of the doors swinging into the space?  Note: Requirement applies in all cases - same direction, in‐swinging, out‐swinging | Yes No N/A  Measurement: | Plan view of two doors in a series which swing into the space between the doors.  The space between the doors when open must be at least 48 inches long.  Three diagrams of options for designing a two door opening, with the required 48" distance. | Photo #: | • Remove inner door  • Change door swing |
| **1.47**  **TAS 302.2** | | If provided at the building entrance, are carpets or mats no higher ½” thick? | Yes No N/A  Measurement: | Section view of carpet pile with padding and substrate underneath.  The height of the carpet pile must be no greater ½ inch. | Photo #: | • Replace or remove mats   * Add adhesive or tape to carpet edges |
| **1.48**  **TAS 302.2** | | Are edges of carpets or mats at building entrances securely attached to minimize tripping hazards? | Yes No N/A | Area Rug w Self Stick | Photo #: | • Add adhesive or tape to carpet edges |

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|  | **ADA Checklist for 2012 Texas Accessibility Standards (TAS)** | | | | | | | | | | | | | | | |
|  | **Priority 2 – Access to Goods and Services** | | | | | | | | | | | | | | | |
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| **Elevation drawing shows a person using a wheelchair in a check-out aisle with counters on each side.  The aisle is 36 inches wide minimum.** | | | | | | | | **Name of Establishment:** | | | | | | | | |
| **Site/Center Name:** | | | | | | | | |
| **Physical Address:** | | | | | | | | |
| **Date:** | | | | | | | | |
| **Reviewer:** | | | | | | | | |
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| **Contact Information:** | | | | | | | | |
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|  | | **The layout of the building should allow people with disabilities to obtain goods and services and to participate in activities without assistance.** | | | | | | | | | | | | | | |
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| **Priority 2 – Access to Goods and Services (Facility Internal Accessible Elements)** | | | | | | | | | | | | | **Comments** | | **Possible Solutions** | | | |
| **2.1**  **TAS**  **206.2.2**  **Chap 4** | | | | Does the accessible entrance provide direct access to the main floor, lobby and elevator? | | Yes No N/A | Image of a building lobby. | | | | | | Photo #: | | • Create accessible route | | | |
| **Interior Accessible Route** *(2012 TAS Standards –Chapters 2 (206), 3 (302 and 307), and 4 (402, 403, 404 and 407))* | | | | | | | | | | | | | | | | | | |
| **2.2**  **TAS 206.2.2**  **206.4** | | | | Is there at least one accessible route that connects all accessible elements and spaces on the same site and does not require the use of stairs? | | Yes No N/A | Diagram of an accessible route that connects all accessible spaces on a site. | | | | | | Photo #: | | • Create accessible route | | | |
| **2.3**  **TAS**  **302.1** | | | | Are floor surfaces of the accessible route stable, firm and slip resistant? | | Yes No N/A | Image of the bottom third of a wheelchair. Stick figure image of a person slipping and falling. | | | | | | Photo #: | | • Change floor surface   * Repair uneven or rough surfaces | | | |
| **2.4**  **TA**  **302.2** | | | | If floor surfaces are carpet or carpet tiles, do they have a firm cushion, pad or backing (or no cushion or pad) and pile height is no higher than ½” thick? | | Yes No N/A  Measurement: | Image result for pictures of carpet tears | | | | | | Photo #: | | • Replace or remove mats   * Add adhesive or tape to carpet edges | | | |
| **2.5**  **TAS**  **302.2** | | | | Are edges of carpets or carpet tile securely attached to minimize wheelchair roll resistance or tripping hazards? | | Yes No N/A | Image result for Carpet Transitions | | | | | | Photo #: | | Add to carpet edges:  • Adhesive or tape   * Metal or rubber edging * Transition or threshold finishes | | | |
| **2.6**  **TAS 403.5.1** | | | | Is the route at least 36” wide?  ***Note:*** The accessible route can narrow to 32” min. for a max. 24”. These narrower portions of the route must be at least 48” from each other. | | Yes No N/A  Measurement: | Diagram of an accessible route with a clearance of 48". | | | | | | Photo #: | | • Widen route | | | |
| **2.7**  **TAS**  **403.3** | | | | For interior ramps, is the running slope no steeper than 1:20 (5%), i.e. for every 1” of height change there are at least 20” of ramp run? | | Yes No N/A  Measurement: | **A sidewalk is shown in perspective with a person walking up a sloped section.  There is an arrow indicating the direction of running slope.** | | | | | | Photo #: | | • Regrade  • If steeper than 1:20 and no steeper than 1:12, treat as ramp and add other features such as edge protection and handrails | | | |
| **2.8**  **TAS**  **403.3** | | | | Is the cross slope of the ramp no steeper than 1:48 (2%)? | | Yes No N/A  Measurement: | **A sidewalk is shown in perspective with a person walking up a sloped section.  There is an arrow indicating the direction of cross slope.** | | | | | | Photo #: | | • Regrade | | | |
| **2.9**  **TAS**  **206.2.3**  **407** | | | | Are there elevators or platform lifts to all public stories?\*  ***Note***: Vertical access is not required in new construction or alterations if a facility is less than 3 stories or has less than 3,000 sq. ft. per story, unless a facility is a shopping center, shopping mall, health care provider office, transport terminal, state or gov’t facility. | | Yes No N/A | Image of elevators and platform lifts. | | | | | | Photo #: | | • Install if necessary  • Offer goods and services on an accessible story | | | |
| **Protruding Objects** *(2012 TAS Standards – Chapters 2 (204), 3 (307 and 4 (403))* | | | | | | | | | | | | | | | | | | |
| **2.10**  **TAS**  **204.1 307.2** | | | | Do all objects on circulation paths through public areas, e.g. fire extinguishers, drinking fountains, signs, etc., protrude no more than 4” into the path?  *or*  Is the bottom leading edge at 80” or higher above the floor?  *or*  If an object protrudes more than 4”, is the bottom leading edge at 27” or lower above the floor? | | Yes No N/A  Measurement:  Yes No N/A  Measurement:  Yes No N/A  Measurement: | **Diagram of a patch with 4" maximum for protruding objects, 80" for overhead objects, and an object protruding more than 4" where the bottom edge is lower than 27" above the floor.** | | | | | | Photo #: | | • Remove object  • Add tactile warning such as permanent planter or partial walls | | | |
| **2.11**  **TAS**  **204.1**  **307.4**  **307.5**  **403.5.1** | | | | Are all clear width requirements for accessible routes met for walking surface (min. 36” wide) and vertical clearance (min. 80” high), i.e., protruding objects do not reduce the clear width?\* | | Yes No N/A | **Image showing overhead object at 80".** Image result for pictures of hallways inside of office | | | | | | Photo #: | | * Remove protruding object   \*Door closers and door stops shall be permitted to be 78” above the finish floor or ground | | | |
| **Ramps** *(2012 TAS Standards – Chapters 4 (405) and 5 (504 and 505))* **Note: Any portion of an accessible route steeper than 1:20 should be treated as a ramp.** | | | | | | | | | | | | | | | | | | |
| **2.12**  **TAS**  **405.5** | | | | * If there is a ramp (other than curb ramps), is it 36” wide?   ***Note***: If there are handrails, measure between the handrails.   * Is the surface stable, firm and slip resistant? | | Yes No N/A  Measurement:  Yes No N/A | **Shown in perspective with handrails, the minimum clear width of ramps is 36 inches.** | | | | | | Photo #: | | • Alter ramp   * Change surface | | | |
| **2.13**  **TAS**  **405.2** | | | | For each section of the ramp, is the running slope no greater than 1:12 (8.33%)\*? i.e.?  ***Note***: 1:12 slope = For every 1” of height change there are at least 12 inches of ramp run | | Yes No N/A  Measurement: | **A ramp is shown in perspective with a maximum 1:12 running slope.** | | | | | | Photo #: | | • Lengthen ramp to decrease slope  • Include ramp switchbacks  • Alter or relocate ramp  **Note**: If space is limited, rises up to 3” with a slope no steeper than 1:8 and rises up to 6” with a slope no steeper than 1:10 are permitted | | | |
| **2.14**  **TAS**  **405.7**  **405.7.2**  **405.7.3** | | | | * Is there a level landing that is at 60” long and at least as wide as the ramp: * At the top of the ramp? * At the bottom of the ramp? | | Yes No N/A  Measurement:  Yes No N/A  Yes No N/A | **A ramp with two landings is shown in perspective, one at the top and one at the bottom. Each landing is minimum 60 inches long in the direction of the ramp run and as wide as the connecting ramp run.** | | | | | | Photo #: | | • Alter ramp  • Relocate ramp | | | |
| **2.15**  **TAS 405.7.4** | | | | Where the ramp changes direction, is there a level landing that is at least 60” x 60”? | | Yes No N/A  Measurement: | **Shown in perspective, a ramp with two runs is connected by a landing 60 by 60 inches; each run is oriented at 90 degrees from the other run, which connect to an adjacent side of the landing.** | | | | | | Photo #: | | * Alter ramp   • Increase landing size | | | |
| **2.16**  **TAS**  **505.2** | | | | If the ramp has a rise higher than 6” are there handrails on both sides? | | Yes No N/A  Measurement: | **Shown in perspective, a ramp with a rise greater than 6 inches must have handrails on both sides.** | | | | | | Photo #: | | • Add handrails | | | |
| **2.17**  **TAS**  **505.4** | | | | Is the top of the handrail gripping surface no less than 34” and no greater than 38” above the ramp surface? | | Yes No N/A  Measurement: | **Shown in perspective, the top of the gripping surface of a handrail on a ramp must be 34 to 38 inches above the ramp surface.** | | | | | | Photo #: | | • Adjust handrail height | | | |
| **2.18**  **TA**  **504.6** | | | | * Is the handrail gripping surface continuous and not obstructed along the top or sides? * Is the handrail bottom gripping surface obstructed for no more than 20% of its length? | | Yes No N/A  Yes No N/A  Measurement: | **A ramp with a handrail is shown in perspective along a wall.  The handrail is located next to the wall and is continuous without obstructions along the top or sides.** | | | | | | Photo #: | | • Regrade to 1:20 max  • If steeper than 1:20 and no steeper than 1:12, treat as a ramp and add other features such as edge protection and handrails | | | |
| **2.19**  **TAS 505.7.1** | | | | If the handrail gripping surface is circular, is the diameter between 1 ¼” and 2”? | | Yes No N/A  Measurement: | **A figure shows a handrail with a circular cross section.  The diameter must be 1 ¼ to 2 inches.** | | | | | | Photo #: | | • Reconfigure or replace handrails | | | |
| **2.20**  **TAS 505.7.2** | | | | If the handrail gripping surface is non-circular, is the perimeter\* between 4”-6 ½” and no more than 2 ¼” in cross-section? | | Yes No N/A  Measurement: | **One figure shows a handrail with an approximately square cross section and the second figure shows an elliptical cross section.  The perimeter dimension must be 4 to 6 inches.  The largest cross section is 2 ¼ inches.** | | | | | | Photo #: | | • Replace handrails  \*Perimeter = Distance measured around gripping surface | | | |
| **2.21**  **TAS 505.10.1** | | | | Does the handrail:   * Extend 12” horizontally beyond ramp top and bottom? * Return to a wall, guard, or the landing surface? | | Yes No N/A  Measurement:  Yes No N/A | **Ramp handrails at the top and bottom are shown to extend horizontally above the landing 12 inches minimum from the ramp run.  The extensions return to posts.** | | | | | | Photo #: | | • Add extensions  • Reconfigure handrails  If a 12” extension would be hazardous (in circulation path), it is not required | | | |
| **2.22**  **TAS 405.9.1**  **405.9.2** | | | | To prevent wheelchair casters and crutch tips from falling off:   * Does the ramp surface extend a min. 12” beyond the inside face of the handrail?   *or*   * Does a curb/barrier prevent passage of a 4” diam. sphere? | | Yes No N/A  Measurement:  Yes No N/A  Measurement: | **A detailed perspective of a ramp with handrails is shown; the handrails have both a top rail and bottom rail. The ramp surface must extend 12 inches minimum to the outside of the handrails or there must be a vertical clearance of less than 4 inches between the ramp surface and the bottom horizontal edge of the rail.** | | | | | | Photo #: | | • Add curb  • Add barrier  • Extend ramp width | | | |
| **Elevators** *(2012 TAS Standards – Chapters 3 (308), 4 (407)*  *and 7 (703))* | | | | | | | | | | | | | | | | | | |
| If either a full- size or LULA (Limited Use, Limited Application) elevator is provided at the facility location : | | | | | | | | | | | | | | | | | | |
| **2.23**  **TAS**  **308 407.2.1.1** | | | | Are call control buttons no higher than 54” above the floor? | | Yes No N/A  Measurement: | A perspective view of a person using a wheelchair at an elevator door reaching for the call buttons shows the highest button 54 inches maximum from its center to the floor. | | | | | | Photo #: | | • Change call button height | | | |
| **2.24**  **TAS 407.3.3** | | | | Are elevator doors provided with a reopening device that will stop and reopen a door automatically obstructed by an object or person?\* | | Yes No N/A | Image result for picture of hand in elevator door | | | | | | Photo #: | | \* If constructed before 3/15/2012 and manually operated, not required to reopen automatically  • Install opener | | | |
| **2.25**  **TAS 407.4.1** | | | | For a full size elevator:   * Is the interior at least 54” deep by 36” wide with 16 sq. ft. of clear floor area? * Is door opening width 32”? | | Yes No N/A  Measurement:  Yes No N/A  Measurement: | The interior of an elevator car is shown in plan view.  The car depth is 54 inches minimum, the width is 39 inches minimum, the clear floor area is 16 square feet minimum, and the door opening width is 32 inches minimum. | | | | | | Photo #: | | • Replace elevator | | | |
| **2.26**  **TAS**  **308**  **407.6.1** | | | | Are the in-car controls:   * No less than 15” and no greater 48” above the floor?   *or*   * Up to 54” above the floor for a parallel approach? | | Yes No N/A  Measurement:  Yes No N/A  Measurement: | Image of a woman using a wheelchair at elevator controls.  For a forward approach the controls must be 15 to 48 inches above the floor.  *or*  Image of a woman using a wheelchair reaching for elevator controls.  For a parallel approach the controls must be 54 inches maximum above the floor. | | | | | | Photo #: | | • Change control height | | | |
| **2.27**  **TAS**  **407.4.6.2** | | | | * Do car control buttons have raised or flush characters\*? * Do car control buttons have Braille designations immediately to the left of the controls to which the designation applies^? | | Yes No N/A  Yes No N/A | An enlarged detail shows the car control buttons designated with raised characters and corresponding Braille below. | | | | | | Photo #: | | • Add raised characters  • Add Braille  \*In existing elevators, buttons may be recessed  ^Where existing car panels preclude tactile markings to left of controls, may place near to controls as possible | | | |
| **2.28**  **TAS**  **407.4.6.2** | | | | Is the call button that designates the up direction located above the call button that designates the down direction? | | Yes No N/A | Image of elevator call button showing the up or down direction. | | | | | | Photo #: | | * Reconfigure buttons | | | |
| **2.29**  **TAS**  **407.2.2.2** | | | | Do hall signals have a visual signal at each elevator entrance to indicate which car is answering a call and the car’s direction of travel? | | Yes No N/A | Image result for picture elevator call buttons | | | | | | Photo #: | | • Install audible signals | | | |
| **2.30**  **TAS**  **407.2.2.3** | | | | Are there audible signals which sound once for the up direction and twice for the down direction or have verbal annunciators that indicate the direction of elevator car travel? | | Yes No N/A | Image result for elevator audible signals | | | | | | Photo #: | | • Install audible signals | | | |
| **2.31**  **TAS**  **407.2.3.1**  **407.2.3.2**  **703.2**  **703.4.1** | | | | Do both elevator door jambs at every floor have signs:   * Identifying the floor number? * Does main entry level have a tactile star on both jambs? * Characters tactile and Braille? * Mounted between 48” of lowest character and 60” of highest character above floor?\* | | Yes No N/A  Yes No N/A  Yes No N/A  Yes No N/A Measurement: | Perspective drawing of an elevator on the main entry level of a building.  There is a detail of the raised, contrasting floor number with a tactile star and corresponding Braille located at least 48 inches above the floor and no higher than 60 inches.  Elevator floor identification must be on both sides of the door jamb.  All other floors must provide the same elevator floor identification signage except for the tactile star. | | | | | | Photo #: | | • Install signs  • Change sign height  \* If constructed before 3/15/12 and the sign is mounted no higher than 60” to centerline of the sign, relocation is not required | | | |
| **Signs at Permanent Rooms and Spaces** *(2012 TAS Standards – Chapters 2 (216) and 7 (703))* **Note: “Tactile characters” are read using touch, i.e. raised characters and Braille** | | | | | | | | | | | | | | | | | | |
| **2.32**  **TAS**  **216.2**  **703.1**  **703.2**  **703.3**  **703.4**  **703.5** | | | | For signs at permanent rooms and spaces, i.e., those not likely to change over time:   * Is the sign mounted on wall adjacent to latch side of door? * Where there is no wall space at the latch side of a single door, is the sign mounted on the nearest adjacent wall? * Where at double doors, is the sign mounted on the right side if there are 2 active leafs or only 1 active leaf? * Are text characters raised and duplicated in Braille? * Is the sign located 48” min. above the floor measured from the baseline of the lowest tactile character and 60” maximum above the highest character above the floor?\* * Is there a clear floor space at least 18” x 18” beyond the arc of the door swing between the closed position and 45-degree open position for signs centered on their tactile characters?^ | | Yes No N/A  Yes No N/A  Yes No N/A  Yes No N/A  Yes No N/A    Yes No N/A | Image of sign mounted on latch side of door.  Image of sign mounted on latch side of door on the nearest adjacent wall.  Image of sign mounted on right side of double doors.  Image result for pictures of braille signage  Diagram signs mounted at a min. of 48 " and max of 60 inches.  Diagram of floor clearance beyond the arc of a door swing. | | | | | | Photo #: | | • Install tactile sign  • Relocate sign  Note:  Signs are permitted on the push side of doors with closers and without hold-open devices.    \*If constructed before 3/15/2012 and mounted no higher than 60” to the centerline of the sign, relocation is not required  ^If constructed before 3/15/2012 and a person can approach within 3 inches of the sign without encountering protruding objects or standing within the door swing, relocation is not required | | | |
| **2.33**  **TAS**  **216.3**  **703.5** | | | | If there are signs that provide direction to or information about interior spaces:   * Do text characters contrast with their backgrounds? * Is the sign mounted so visual characters are at least 40” above floor finish? | | Yes No N/A  Yes No N/A Measurement: | Image of a sign with white background and black text and a sign with black background and white text.  Image of a sign indicating the direction to a library.  The text characters contrast with their background and the sign is at least 40 inches from the characters to the floor. | | | | | | Photo #: | | • Install signs with contrasting characters  • Change sign height  Raised characters and Braille are not required for signs that provide direction or information | | | |
| **Interior Doors at Rooms and Spaces** *(2012 TAS Standards –Chapter 4 (404))* | | | | | | | | | | | | | | | | | | |
| **2.34**  **TAS 404.2.3** | | | | Is the door opening width at least 32” clear between the face of the door and the stop when the door is open 90 degrees? | | Yes No N/A Measurement: | Shown in plan view is a hinged door open 90 degrees with a clear opening width 32 inches minimum, measured from the face of the door to the opposite stop. | | | | | | Photo #: | | • Install offset hinges  • Alter the doorway | | | |
| **2.35**  **TAS 404.2.4.1**  **404.2.4.4** | | | | * If there is a front approach to pull side of the door, is there at least 18” of maneuvering clearance beyond the latch side plus 60” clear depth? * As no change in level allowed, is the ground or floor surface of maneuvering clearance no steeper than 1:48 (2% slope)? | | Yes No N/A  Measurement:  Yes No N/A  Measurement: | Maneuvering space on the pull side of a door with a front approach extends 18 inches minimum beyond the latch side of the door and 60 inches minimum perpendicular to the doorway. | | | | | | Photo #: | | • Remove obstructions  • Reconfigure walls  • Add automatic door opener  See 2010 Standards 404.2.4 for maneuvering clearance requirements on the push side of the door and side approaches to the pull side of the door | | | |
| **2.36**  **TAS**  **303.2**  **303.3**  **404.2.5** | | | | Is the door threshold edge no more than ¼” high?  *or*  No more than ¾” high if slope is beveled no steeper than 1:2?  ***Note***: First ¼” high of threshold may be vertical; rest must be beveled. | | Yes No N/A  Measurement:  Yes No N/A  Measurement: | Two perspective drawings of a door threshold; one with a vertical edge that is 1/4 inch high maximum and one with a beveled edge that is 3/4 inch high maximum. | | | | | | Photo #: | | • Remove or replace threshold | | | |
| **2.37**  **TAS**  **309.4** | | | | Is the door equipped with hardware, including locks, that is operable with one hand and does not require tight grasping, pinching, or twisting of wrist? | | Yes No N/A | Three perspective drawings of a loosely closed fist operating different door hardware.  The first shows U-shaped hardware; the second shows lever hardware; the third shows a panic/emergency bar. | | | | | | Photo #: | | • Replace inaccessible knob with lever, loop or push hardware  • Add automatic door opener | | | |
| **2.38**  **TAS 404.2.7** | | | | Are the operable parts of the door hardware no less than 34” and no greater than 48” above the floor or ground surface? | | Yes No N/A  Measurement: | A door is shown in elevation with operating hardware 34 to 48 inches above the floor. | | | | | | Photo #: | | • Change hardware height | | | |
| **2.39**  **TAS**  **404.2.9** | | | | If the door is an interior hinged door, can it be opened with no more than 5 pounds of force maximum?  ***Note***: There is no pounds of force requirement for exterior doors. | | Yes No N/A  Measurement: | Perspective of a person pushing open a door with 5 pounds maximum opening force. | | | | | | Photo #: | | • Adjust or replace closers  • Install lighter doors  • Install power-assisted or automatic door openers | | | |
| **2.40**  **TAS 404.2.8.1** | | | | If the door has a closer, does it take at least 5 seconds to close from an open position of 90 degrees to a position of 12 degrees from the latch? | | Yes No N/A  Measurement: | Diagram of door swinging to 90 degrees in 5 seconds with 12 degrees from the latch. | | | | | | Photo #: | | • Adjust closer | | | |
| **Controls and Operable Parts** *(2012 TAS Standards – Chapters 2 (205) and 3 (305, 308 and 309))* | | | | | | | | | | | | | | | | | | |
| **2.41**  **TAS**  **205**  **305.3**  **308.2.1**  **309** | | | | * Is there a clear floor space at least 30” wide x 48” long for forward or parallel approach at controls? * Is the unobstructed high forward reach for operable parts no higher than 48” above floor?\* * Is the unobstructed low forward reach for operable parts no lower than 15” above floor? | | Yes No N/A  Measurement:  Yes No N/A  Measurement:  Yes No N/A  Measurement: | A perspective shows a control located on a wall with a forward approach.  The control is located 48 inches maximum above the floor.A perspective shows a control located on a wall with a parallel approach.  The control is located 48 inches maximum above the floor.  Image result for picture of low forward reach of minimum 15 inches | | | | | | | Photo #: | | | • Change height of control      \*If constructed before  3/15/2012 and a parallel  approach is provided,  controls can be 54”  above the floor | |
| **2.42**  **TAS**  **205**  **309.4** | | | | Can the control be operated with one hand and without tight grasping, pinching, or twisting of the wrist? | | Yes No N/A | A perspective shows a rocker switch operated with a loosely closed fist. | | | | | | | Photo #: | | | • Replace control | |
| **Seating and Work Surfaces** *(2012 TAS Standards – Chapters 1 , (106), 2 (206 and 221), 3 (305 and 306), 4 (403), 8 (802), and 9 (902))* | | | | | | | | | | | | | | | | | | |
| **2.43**  **TAS**  **106.5.10 221.2.2** | | | | Are wheelchair spaces integrated into the seating plan of classrooms, public meeting/hearing rooms, etc.\*?  \*Assembly area: A building or facility, or portion thereof, used for…civic or educational gatherings or similar purposes. They include, but are not limited to, classrooms, public meeting or hearing rooms, lecture halls, etc. | | Yes No N/A | Image result for pictures of wheelchair spaces in meeting area | | | | Photo #: | | | | | * Provide wheelchair spaces throughout assembly area | | |
| **2.44**  **TAS 221.2.1.1** | | | | Do wheelchair spaces in rooms meet minimum numbers, but not less than one, based on total number of seating? | | Yes No N/A  Total #:  Wheelchair #: | Image showing the number of wheelchair seats required based on the total number of seats in a room. | | | | Photo #: | | | | | • Adjust seating to provide accessible spaces | | |
| **2.45**  **TAS 802.1.2** | | | | Are wheelchair spaces at least 36” wide or 33” wide where two adjacent wheelchair spaces are provided? | | Yes No N/A  Measurement: | Diagram showing a single wheelchair space at 36" and where two adjacent spaces are provided, the space is 33". | | | | Photo #: | | | | | * Adjust size of space | | |
| **2.46**  **TAS 221.2.3**  **802.2** | | | | Do wheelchair spaces provide lines of sight and viewing angles that are dispersed and substantially equivalent to that of other members of the audience (neither the best nor the worst seats in the house)? | | Yes No N/A | Image result for pictures of dispersed wheelchair seating | | | | Photo #: | | | | | * Re-disperse wheelchair spaces | | |
| **2.47**  **TAS 206.2.2**  **403.5.1** | | | | Is there a route at least 36” wide to accessible seating? | | Yes No N/A  Measurement: | Shown in plan view, the minimum clear width of accessible routes is 36 inches. | | | | Photo #: | | | | | • Widen route | | |
| **2.48**  **TAS**  **802.1.3** | | | | Is there at least one space 36” wide by 48” deep if entered from the front for a person in a wheelchair? | | Yes No N/A  Measurement: | A perspective view of a room interior shows furniture pieces configured with one clear space 36 by 48 inches minimum to be occupied by a person using a wheelchair, shown with the longer dimension parallel to adjacent furniture. | | | | Photo #: | | | | | • Move furniture and equipment to provide space | | |
| **2.49**  **TAS**  **902.3** | | | | Is the top of the accessible work surface between 28” and 34” above the floor? | | Yes No N/A  Measurement: | Perspective drawing shows a person using a wheelchair sitting at a table.  The top of the table is 28 to 34 inches above the floor. | | | | | Photo #: | | | | | • Alter surface height | |
| **2.50**  **TAS**  **305**  **306**  **902.2** | | | | * Is there a clear floor space at least 30” wide by 48” long for a forward approach? * Is there knee and toe clearance at least 27” high by 30” wide by 17”-25” deep? | | Yes No N/A  Measurement:  Yes No N/A  Measurement: | Perspective drawing shows a person using a wheelchair approaching a table at a forward approach.  There must be a clear floor space 30 by 48 inches minimum at the table.  Perspective drawing shows a clear floor space 30 inches by 48 inches for a forward approach at a table.  17 to 25 inches of the clear floor space must extend horizontally under the table. Knee space that is 30 inches wide minimum must extend 27 inches minimum vertically under the table. | | | | | Photo #: | | | | | • Alter table or work surface  • Add accessible table or work surface | |
| **Reception and Service Counters** *(2012 TAS Standards – Chapters 2(227), 3 (305), and 9 (902 and 904))* | | | | | | | | | | | | | | | | | | |
| **2.51**  **TAS**  **227.3**  **902.3**  **904.4.1** | | | | For customer reception and service counters, is the accessible portion of the counter top:   * no higher than 36” above the floor and at least 36” long? * between 28”-34” maximum above the floor” | | Yes No N/A  Measurement:  Yes No N/A  Measurement: | A service counter with varying heights is shown in perspective.  One portion of the counter surface is 36 inches maximum above the floor and 36 inches wide minimum.  A service counter with varying heights is shown in perspective.  One portion of the counter surface is 34 inches maximum above the floor. | | | | | Photo #: | | | • Lower section of counter  • Lengthen section of counter | | | |
| **2.52**  **TAS**  **904.4** | | | | Does the accessible portion of the counter extend the same depth as the counter top? | | Yes No N/A  Measurement: | A service counter with varying heights is shown in perspective.  The portion of the counter surface 36 inches maximum above the floor and 36 inches wide minimum extends the same depth as the countertop. | | | | | Photo #: | | | • Alter accessible portion | | | |
| **2.53**  **TAS**  **305.3**  **305.5**  **904.4.1**  **904.4.2** | | | | Is there a clear floor space at least 30” wide by 48” long for a forward or parallel approach? | | Yes No N/A  Parallel Measurement:  Forward Measurement: | The accessible portion of a service counter is shown in perspective.  In front of the counter is a clear floor space 30 by 48 inches minimum for a forward approach.  ***or***  The accessible portion of a service counter is shown in perspective.  In front of the counter is a clear floor space 30 by 48 inches minimum for a parallel approach. | | | | | Photo #: | | | • Reconfigure to provide a parallel or forward approach | | | |
| **2.54**  **TAS**  **305.3**  **904.4.1** | | | | For a parallel approach:  Is the clear floor space positioned with the 48 inches adjacent to the accessible length of counter? | | Yes No N/A  Measurement: | The accessible portion of a service counter is shown with a clear floor space 30 by 48 inches adjacent to the counter, shown with the shorter dimension perpendicular to the counter. | | | | | Photo #: | | | • If a parallel approach is not possible, a forward approach is required | | | |
| **2.55**  **TAS**  **305.4**  **305.6**  **904.4.2** | | | | For a forward approach:   * Does no less than 17” and no more than 25” of the clear floor space extend under the accessible length of the counter? * Is there at least 27” clearance from floor to counter bottom? | | Yes No N/A  Measurement:  Yes No N/A  Measurement: | The accessible portion of a service counter is shown in perspective with a forward approach.  17 to 25 inches of the clear floor space must extend under the counter.  The accessible portion of a service counter is shown in perspective with a forward approach.  There must be at least 27 inches clearance from the floor to the bottom of the counter. | | | | | Photo #: | | | • Reconfigure to provide knee clearance | | | |

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|  | **ADA Checklist for 2012 Texas Accessibility Standards (TAS)** | | | | | | | | |
|  | **Priority 3 - Toilet Facilities** | | | | | | | | |
|  | | |  | |  |  | | |  |
| **Elevation detail shows a lavatory faucet operated by a loosely closed fist. The faucet must be operable with no more than 5 pounds force.** | | | | | | **Name of Establishment:** | | | |
| **Site/Center Name:** | | | |
| **Physical Address:** | | | |
| **Date:** | | | |
| **Reviewer:** | | | |
|  | | | |
| **Contact Information:** | | | |
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|  | **When toilet rooms are open to the public they should be accessible to people with disabilities.** | | | | | | | | |
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| **Priority 3 – Toilet Facilities** | | | | **Comments** | **Possible Solutions** |
| **3.1**  **TAS**  **213.2** | If toilet facilities are provided to the public, is at least one toilet room accessible (either one for each sex or one unisex)?  ***Note:*** Exceptions are provided for no fewer than one accessible toilet room due to technical infeasibility in ability to comply with 603 or for qualified historic buildings or facilities | Yes No N/A | Signs showing accessible toilet facilities. | Photo #: | • Reconfigure toilet rooms  • Combine toilet rooms to create one unisex accessible toilet room |
| **3.2**  **TAS**  **216.8** | Do inaccessible toilet rooms have directional signs indicating the location of accessible toilet rooms? | Yes No N/A | A man using a wheelchair is shown traveling past an inaccessible toilet room in the direction of a sign indicating the location of accessible toilet rooms. | Photo #: | • Install signs |
| **3.3**  **TAS**  **216.8** | If not all toilet rooms are accessible, is the accessible toilet room identified by the International Symbol of Accessibility? | Yes No N/A | Pictogram showing the International Symbol of Accessibility - graphic of person using wheelchair | Photo #: | • Install sign |
| **Accessible Route** *(2012 TAS Standards – Chapter 2 (206))* | | | | | |
| **3.4**  **TAS 206.2.2**  **206.2.4** | Is the accessible toilet room(s):   * On an accessible route? * Does the accessible route avoid the use of stairs? | Yes No N/A  Yes No N/A | Diagram of the accessible route to toilet facilities. | Photo #: | • Alter route |

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| **Signs at Toilet Rooms** *(2012 TAS Standards – Chapters 2 (216) and 7 (703))* | | | | | | | |
| **3.5**  **TAS**  **216.3**  **216.8**  **703.2**  **703.7.2.1** | | Signs shall comply with 703:   * Do text characters contrast with their backgrounds? * Are text characters raised and duplicated in Braille? | | Yes No N/A  Yes No N/A | Signs showing text that contrasts with the background.  Sign with raised letteringSign with Braille characters. | Photo #: | • Install tactile, Braille and/or combined character sign  ***Note***: Where visual and tactile characters are required, either one sign with both visual and tactile characters, or two separate signs (one with visual and one with tactile characters) shall be provided. |
| **3.6**  **TAS**  **216.8**  **703.4.1**  **703.4.2** | | Is the sign mounted:   * On the wall adjacent to the latch side of the door? * Is the baseline of the lowest character at least 48” above the floor and the baseline of the highest character no more than 60” above the floor?\* * Is there clear floor space at least 18” x 18” beyond the arc of the door swing between the closed position and 45-degree open position for signs centered on their tactile characters?^   **Note:** Signs are permitted on the push side of doors with closers and without hold-open devices. | | Yes No N/A  Yes No N/A  Yes No N/A | Image of sign on the latch side of the door.  Image of a man using a visual cane reading a door sign tactilely.  The sign must be at least 48 inches to the baseline of the lowest tactile character and at least 60 inches to the baseline of the highest tactile character above the floor.  Image of a man using a visual cane reading a door sign tactilely.  The sign is on the latch side of the door, 18 inches from the door swing centered on the tactile characters, and 48 to 60 inches from the baseline of the text to the floor. |  | \*If constructed before 3/15/2012 and mounted no higher than 1524 mm (60 inches) to the centerline of the sign, relocation is not required  ^If constructed before 3/15/2010 and a person may approach within 76.2 mm (3 inches) of the sign without encountering protruding objects or standing within the door swing, relocation not required |
| **Entrance and Doors** *(2012 TAS Standards – Chapters 2 (206), 3 (303 and 309) and 4 (404))* | | | | | | | |
| **3.7**  **TAS**  **206.5.2**  **404.2.3** | | Is the door opening width at least 32” clear between the face of the door and the stop when the door is open 90 degrees? | | Yes No N/A  Measurement: | Shown in plan view is a hinged door open 90 degrees with a clear opening width 32 inches minimum, measured from the face of the door to the opposite stop. | Photo #: | • Install offset hinges  • Alter the doorway |
| **3.8**  **TAS**  **404.2.4**  **404.2.4.4** | | * If there is a front approach to pull side of the door, is there at least 18” of maneuvering clearance beyond the latch side plus 60” clear depth? * As no change in level is allowed, is the floor surface of the maneuvering clearance on both sides of the door no steeper than 1:48 (2% slope)? | | Yes No N/A  Measurement:  Yes No N/A  Measurement: | Maneuvering space on the pull side of a door with a front approach extends 18 inches minimum beyond the latch side of the door and 60 inches minimum perpendicular to the doorway. | Photo #: | • Remove obstructions  • Reconfigure walls  • Add automatic door opener  ***Note:*** See 2012 TAS Standards  404.2.4 for maneuvering  clearance requirements on the push side of the door and side approaches to the pull side of the door |
| **3.9**  **TAS**  **303.2**  **303**  **404.2.5** | | Is the door threshold edge no more than ¼” high?  *or*  No more than ¾” high if slope is beveled no steeper than 1:2?  ***Note***: First ¼” of threshold may be vertical; rest must be beveled. | | Yes No N/A  Measurement:  Yes No N/A  Measurement: | Two perspective drawings of a door threshold; one with a vertical edge that is 1/4 inch high maximum and one with a beveled edge that is 3/4 inch high maximum. | Photo #: | • Remove or replace threshold |
| **3.10**  **TAS**  **309.4** | | Is the door equipped with hardware, including locks, that is operable with one hand and does not require tight grasping, pinching, or twisting of wrist? | | Yes No N/A | Three perspective drawings of a loosely closed fist operating different door hardware.  The first shows U-shaped hardware; the second shows lever hardware; the third shows a panic/emergency bar. | Photo #: | • Replace knobs or latches with lever or loop handles  • Install power-assisted or automatic door openers |
| **3.11**  **TAS**  **404.2.7** | | Are the operable parts of the door hardware mounted no less than 34” and no greater than 48” above the floor? | | Yes No N/A  Measurement: | A door is shown in elevation with operating hardware 34 to 48 inches above the floor. | Photo #: | • Change hardware height |
| **3.12**  **TAS**  **404.2.9** | | Can the door be opened with 5 pounds of force or less? | | Yes No N/A  Measurement: | Perspective of a person pushing open a door with 5 pounds maximum opening force. | Photo #: | • Adjust or replace closers  • Install lighter doors  • Install power-assisted or automatic door openers |
| **3.13**  **TAS**  **404.2.8.1** | | If the door has a closer, does it take at least 5 seconds to close from an open position of 90 degrees to a position of 12 degrees from the latch? | | Yes No N/A  Measurement: | Diagram of door opening to 90 degrees. | Photo #: | • Adjust closer |
| **3.14**  **TAS**  **404.2.6** | | If there are two doors in a series (e.g. vestibule) is the distance between the doors at least 48” plus the width of the doors when swinging into the space? | | Yes No N/A  Measurement: | Plan view of two doors in a series which swing into the space between the doors.  The space between the doors when open must be at least 48 inches long.  Plan view of two doors in a series which swing in the same direction.  Space between the doors must be at least 48 inches minimum plus the width of the in-swinging door.  Plan view of two doors in a series which swing away from the space between the doors.  The space separating the doors must be at least 48 inches long. | Photo #: | • Remove inner door  • Change door swing |
| **3.15**  **TAS**  **404.2.4.1** | | If there is a privacy wall and the door swings out, is there:   * at least 24” of maneuvering clearance beyond the door latch side * 42” between the door and privacy wall, and * 48” between the privacy wall and the wall perpendicular to the privacy wall? | | Yes No N/A  Measurement:  Yes No N/A  Measurement:  Yes No N/A  Measurement: | Shown in plan view, a toilet room door swings out of the room and there is a privacy wall on the inside of the room. There must be at least 24 inches of maneuvering clearance beyond the door latch side interior and at least 42 inches to the privacy wall. | Photo #: | • Reconfigure space |
| **3.16**  **TAS**  **404.2.4.1** | | If there is a privacy wall and the door swings in, is there:   * at least 24” of maneuvering clearance beyond the door latch side * at least 48” to the privacy wall if there is no door closer or at 54” if there is a door closer? | | Yes No N/A  Measurement:  Yes No N/A  Measurement: | Shown in plan view, a toilet room door swings into the room and there is a privacy wall on the inside of the room. There must be at least 24 inches of maneuvering clearance beyond the door latch side interior and at least 48 inches to the privacy wall if the door has no closer. If the door has a closer there must be at least 54 inches to the privacy wall. | Photo #: | • Reconfigure space |
| **General Toilet Room Requirements** *(2012 TAS Standards – Chapters2 (206), 3 (304, 305 and 308), 4 (403) and 6 (603 and 604))* | | | | | | | |
| **3.17**  **TAS**  **206.2.2**  **206.2.4**  **403.5.1** | | Is there a clear path to at least one of each type of fixture (e.g. lavatory, hand dryer, etc.) that is at least 36” wide?  ***Advisory*** ***206.2.4 Spaces and Elements***: Accessible routes must connect all spaces and elements required to be accessible. | | Yes No N/A  Measurement: | Shown in plan view, the minimum clear width of accessible routes is 36 inches. | Photo #: | • Remove obstructions |
| **3.18**  **TAS**  **304.3.1**  **304.3.2**  **304.4**  **603.2.1** | | Is there clear floor space available for a person in a wheelchair to turn around, i.e. a circle at least 60” in diameter or a T-shaped space within a 60” square?  ***Note:*** The door to the toilet room may swing into the required turning space | | Yes No N/A  Measurement: | A 5 foot diameter turning circle and T-shape turning space are shown in plan view.The T shape space is 36 inches wide at the top and stem within a 60 inch by 60 inch square. | Photo #: | * Move or remove partitions, fixtures or objects such as trash cans |
| **3.19**  **TAS**  **305.3**  **603.2.3**  **Exception 2** | | In a single user toilet room where the door swings into the clear floor space, is there at least 30” x 48” of clear floor space at the accessible fixture beyond the swing of the door? | | Yes No N/A  Measurement: | A single user toilet room is shown in plan view. The door swings into the room and overlaps the required clear floor space at the toilet. Due to this overlap there must be an additional 30 x 48 inch clear floor space beyond the swing of the door. | Photo #: | • Reverse door swing  • Alter toilet room |
| **3.20**  **TAS**  **308.3.1**  **603.4**  **604.8.3** | | If a coat hook is provided, is it between 15” and 48” above the floor? | | Yes No N/A  Measurement: | ­Shown in elevation, a coat hook is located no greater than 48 inches above the floor. | Photo #: | • Adjust hook  • Replace with or provide additional accessible hook |
| **Lavatories and Mirrors** *(2012 TAS Standards – Chapters 2 (205 and 213), 3 (305, 306 and 309) and 6 (605 and 606))* **Note: TAS Standards refer to sinks in toilet rooms as lavatories.** | | | | | | | |
| **3.21**  **TAS**  **213.3.4**  **305.3**  **605.3** | | Does at least one lavatory have a clear floor space for a forward approach measuring at least 30” x 48”? | | Yes No N/A  Measurement: | Plan view drawing of a lavatory with a clear floor space 30 by 48 inches long, shown with the longer dimension perpendicular to the wall and extneding underneath the lavatory. | Photo #: | • Alter lavatory  • Replace lavatory |
| **3.22**  **TAS**  **213.3.4**  **606.2**  **306.2** | | In order to reach the faucet, is toe clearance at lavatories:   * 17” min to 25” max deep under a lavatory? * 30” min wide? * 9” high from floor finish?   ***Note***: Space extending greater than 6” beyond the available knee clearance at 9” above the floor is not considered toe clearance | | Yes No N/A  Measurement:  Yes No N/A  Measurement:  Yes No N/A  Measurement: | Figure 306.2(a) Toe Clearance: Elevation.  Toes of a person in a wheelchair are shown extending for a maximum depth of 6 inches (150 mm) under an object that is 9 inches (230 mm) high minimum.  Figure 306.2(b) Toe Clearance: Plan.  Toe clearance at an element, as part of clear floor space, shall extend 17 to 25 inches (430 to 635 mm) under the element.  The clear floor space is 30 inches (760 mm) wide minimum.  Elevation drawing shows a lavatory with clear toe space no less than 9 inches above the floor. | Photo #: | • Alter lavatory  • Replace lavatory |
| **3.23**  **TAS**  **213.3.4**  **606.2**  **306.3** | | In order to reach the faucet, is knee clearance at lavatories:   * 11” min to 25” max deep under a lavatory, and * 30” min wide * 27” from the floor to the bottom of the lavatory and 8” deep under the lavatory? | | Yes No N/A  Measurement:  Yes No N/A  Measurement: | Figure 306.3(a) Knee Clearance: Elevation. Knee clearance is 27 inches (685 mm) high minimum above the floor or ground for a minimum depth of 8 inches (205 mm), measured from the leading edge of the element.  The vertical clearance decreases beyond this depth to a height of 9 inches (230 mm) minimum at depth of 11 inches (280 mm) minimum measured from the leading edge of the element.  Figure 306.3(b) Knee Clearance: Plan.  Combined knee and toe clearance can extend 25 inches (635 mm) maximum under an element.  Elevation drawing of a lavatory shows the bottom of the lavatory no less than 27 inches above the floor that extends at least 8 inches horizontally underneath the lavatory. | Photo #: | • Alter lavatory  • Replace lavatory |
| **3.24**  **TAS**  **213.3.4**  **606.3** | | Is the front of the lavatory rim or counter surface, whichever is higher, no more than 34” above the finish floor? | | Yes No N/A  Measurement: | Elevation drawing a lavatory with surface height no greater than 34 inches above the floor. | Photo #: | • Alter lavatory  • Replace lavatory |
| **3.25**  **TAS**  **213.3.4**  **606.5** | | Below the lavatory/sink:   * Are pipes insulated or otherwise configured to protect against contact? * There are no sharp or abrasive surfaces underneath? | | Yes No N/A  Yes No N/A | Elevation drawing shows the pipe underneath the lavatory enclosed by panels to protect against contact. | Photo #: | • Install insulation  • Install cover panel |
| **3.26**  **TAS**  **205**  **309.4**  **606.4** | | Can the faucet:   * be operated with 1 hand w/o tight grasping, pinching, or twisting of the wrist? * be activated with no more than 5 pounds of force? | | Yes No N/A  Yes No N/A | Elevation detail shows a lavatory faucet operated by a loosely closed fist. The faucet must be operable with no more than 5 pounds force. | Photo #: | • Adjust faucet  • Replace faucet |
| **3.27**  **TAS**  **213.3.5**  **603.3** | | If a mirror is located:   * above a lavatory or counter-top, is the bottom edge of the reflecting surface 40” maximum above the floor? * not above a lavatory or countertop, is the bottom edge of the reflecting surface 35” max. above the floor?\*   ***Advisory***: If a single full-length mirror is provided, the top edge of the mirror should be 74” minimum from the floor or ground. | | Yes No N/A  Measurement:  Yes No N/A  Measurement: | Shown in elevation, the bottom of the reflecting surface of a mirror located over a lavtory is no greater htan 40 inches above the floor.  Box outlining a full length mirror in a lavatory. | Photo #: | • Lower the mirror  • Add another mirror  \* If installed before 3/15/12 and the bottom edge of the reflecting surface is no higher than 40” above the floor, lowering the mirror to 35” is not required |
| **Soap Dispensers and Hand Dryers** *(2012 TAS Standards –Chapters 2 (205) and 6 (603))* | | | | | | | |
| **3.28**  **TAS**  **205**  **308.2.1**  **309** | | Soap Dispensers  Is the forward reach for the operable parts of the soap dispenser located above lavatories or counters:   * no higher than 44” above the floor for lavatories/counters 20”-25” deep? * no higher than 48” above the floor for lavatories/counters 20” or less deep?   Is the forward reach for the operable parts of the soap dispenser not located above lavatories or counters:   * no higher than 48” above the floor | Yes No N/A  Measurement:  Yes No N/A  Measurement:  Yes No N/A  Measurement: | | Elevation drawing shows a soap dispenser located over a lavatory no less than 20 inches deep and no greater than 25 inches deep. The highest operable part of the soap dispenser must be no greater than 44 inches above the floor.  Elevation drawing shows a soap dispenser located over a lavatory  less than 20 inches deep. The highest operable part of the soap dispenser must be no greater than 48 inches above the floor.  Elevation drawing shows a soap dispenser not located over an obstruction. The highest operable part of the soap dispenser must be no greater than 48 inches above the floor. | Photo #: | • Adjust dispensers  • Replace with or provide additional accessible dispensers |
| **3.29**  **TAS**  **205**  **308.2.1**  **309** | | Hand Dryer or Towel Dispenser  Is the forward reach for the operable parts of the hand dryer or towel dispenser located above lavatories or counters:   * no higher than 44” above the floor for lavatories/counters 20”-25” deep? * no higher than 48” above the floor for lavatories/counters 20” or less deep?   Is the forward reach for the operable parts of the hand dryer or towel dispenser not located above lavatories or counters:   * no higher than 48” above the floor   Can the operable parts of the hand dryer or towel dispenser be operated without tight grasping, pinching or twisting of the wrist?  Is the force required to activate the hand dryer or towel dispenser no greater than 5 pounds? | Yes No N/A  Measurement:  Yes No N/A  Measurement:  Yes No N/A  Measurement:  Yes No N/A  Measurement:  Yes No N/A  Yes No N/A | | Elevation drawing shows a hand dryer located over a lavatory no less than 20 inches deep and no greater than 25 inches deep. The highest operable part of the hand dryer must be no greater than 44 inches above the floor.  Elevation drawing shows a hand dryer located over a lavatory  less than 20 inches deep. The highest operable part of the hand dryer must be no greater than 48 inches above the floor.  Elevation drawing shows a hand dryer not located over an obstruction. The highest operable part of the hand dryer must be no greater than 48 inches above the floor.  Image result for picture of hand dryer  image of a cane. | Photo #: | • Adjust dispensers  • Replace with or provide additional accessible dispensers |
| **Water Closets, Grab Bars and Dispensers in Toilet Rooms** *(2012 TAS Standards – Chap 2 (213), 3 (308 and 309) and 6 (604 and 609))* **Note: Toilets are called water closets.** | | | | | | | |
| **3.30**  **TAS**  **213**  **604.2** | | Is the centerline of the water closet between 16”-18” from the side wall or partition? | Yes No N/A  Measurement: | | Plan view drawing shows a wheelchair accessible water closet, with space on one side.  The water closet centerline is shown to be 16 to 18 inches from the side wall. | Photo #: | • Move toilet  • Replace toilet  • Move partition |
| **3.31**  **TAS**  **213**  **604.3.1**  **604.3.2** | | Is clearance around the water closet at least 60” from the side wall and at least 56” from the rear wall?\*  \*If constructed before 3/15/12, clearances around water closets in single user toilet rooms can be 48” x 66” or 48” x 56” (depending on approach to water closet, see 1994 TAS Standards Figure 28). Lavatory may overlap that clearance if the door to the room does not swing into required clearances at fixtures (e.g., lavatories, water closet and urinals) and the edge of lavatory is at least 18” from center-line of the water closet | Yes No N/A  Measurement: | | The clearance around a water closet is shown in plan view to be 60 inches wide minimum and 56 inches deep minimum. | Photo #: | • Alter room/compartment for clearance |
| **3.32**  **TAS**  **213**  **604.4** | | Is the height of the water closet between 17”-19” above the floor measured to the top of the seat? | Yes No N/A  Measurement: | | The height of the top of a water closet seat is shown in plan view to be no less than 17 inches and no greater than 19 inches above the floor. | Photo #: | • Adjust toilet height  • Replace toilet |
| **3.33**  **TAS**  **213**  **604.5** | | Are grab bars provided on the side wall closest to the water closet and on the rear wall? | Yes No N/A | | Diagram of grab bars around a toilet. | Photo #: | * Install grab bars |
| **3.34**  **TAS**  **213**  **604.5**  **609.4** | | Grab bars at Toilet Rooms:   * Are they mounted between 33”-36” above the floor to top of the gripping surface? * Have at least 1½” clearance between the grab bar and projecting objects below?\* * Have a 1 ½” space between the wall and the grab bar? | Yes No N/A  Measurement:  Yes No N/A  Measurement:  Yes No N/A  Measurement: | | The height of a grab bar on the side wall of a water closet is shown in elevation to be no less than 33 inches and no greater than 36 inches from the floor, measured to the top of the gripping surface.The height of a grab bar on the rear wall of a water closet is shown in elevation to be no less than 33 inches and no greater than 36 inches from the floor, measured to the top of the gripping surface.  Elevation detail shows the bottom edge of a toilet seat paper dispenser at least 12 inches above a rear wall grab bar, and the top edge of a water closet at least 1-1/2 inches below a rear wall grab bar. | Photo #: | * Relocate grab bar   \* If constructed before 3/15/2012 grab bars do not need to be relocated; there are no space requirements above and below grab bars in the 1994 TAS Standards |
| **3.35**  **TAS**  **213**  **604.5.1**  **609.3** | | Is the side wall grab bar:   * at least 42” long? * located no more than 12” from the rear wall? * mounted so it extends at least 54” from the rear wall? | Yes No N/A  Measurement:  Yes No N/A  Measurement:  Yes No N/A  Measurement: | | The length of a grab bar on the side wall of a water closet is shown in elevation to be no less than 48 inches long. The leading end of the grab bar is no less than 54 inches from the rear wall and the other end is no more than 12 inches from the rear wall. | Photo #: | • Install grab bar  • Relocate grab bar  • Relocate objects |
| **3.36**  **TAS**  **213**  **604.5.2**  **609.3** | | Is the rear wall grab bar:   * at least 36” long? * mounted so it extends at least 12” from the centerline of the water closet on the side wall? * mounted so it extends at least 24” on the open side? | Yes No N/A  Measurement:  Yes No N/A  Measurement:  Yes No N/A  Measurement: | | The length of a grab bar on the rear wall of a water closet is shown in elevation to be no less than 36 inches long. Measured from the centerline of the water closet, the end of the grab bar leading into open space is no less than 24 inches from the centerline and the other end leading into the side wall is at least 12 inches from the centerline. | Photo #: | • Install grab bar  • Relocate grab bar  • Relocate objects |
| **3.37**  **TAS**  **213**  **308.3.1** | | If the flush control is hand operated, is the operable part located no higher than 48” above the floor? | Yes No N/A  Measurement: | | The height of a water closet flush control is shown in elevation to be no greater than 48 inches above the floor. | Photo #: | • Move control  • Install sensor with override button no higher than 48 inches |
| **3.36**  **TAS**  **213**  **309.4**  **604.6** | | If the flush control is hand operated:   * Can it be operated with one hand w/o tight grasping, pinching, or twisting of wrist? * Can it be activated with 5 pounds of force or less? * Is it located on the open side of the water closet? | Yes No N/A  Yes No N/A    Yes No N/A | | A water closet flush control is shown in elevation as operated with a loosely closed fist. The force to operate the control must be no greater than 5 pounds.  The flush control of a water closet is shown in elevation to be on the open side of the water closet. | Photo #: | • Change control  • Adjust control  • Move control |
| **3.37**  **TAS**  **213**  **604.7**  **604.9.6** | | For toilet paper dispensers:   * Is it located between 7”-9” from front of water closet to centerline of dispenser?\* * Is the outlet of the dispenser located between 15”-48” maximum above the floor? * Is not located behind grab bars? * Is there continuous paper flow? | Yes No N/A  Measurement:  Yes No N/A  Measurement:  Yes No N/A  Yes No N/A | | Elevation drawing shows the centerline of the toilet paper dispenser to be 7 to 9 inches in front of the water closet.  Elevation drawing shows the outlet of the toilet paper dispenser15 inches minimum and 48 inchesmaximum above the floor.  Elevation detail shows the toilet paper dispenser flowing continuously. | Photo #: | • Relocate dispenser   * Adjust dispenser * Replace dispenser   \* If constructed before 3/15/2012 dispenser does not need to be relocated if it is within reach from the water closet seat; the 1991 Standards do not specify distance from the front of the water closet |
| **Toilet Compartments (Stalls)** (*2010 Standards – 604)* | | | | | | | |
| **3.38**  **TAS**  **213**  **404.2.3**  **604.8.1.2** | Is the door opening width at least 32” clear between the face of the door and the stop when the door is open 90 degrees? | | Yes No N/A  Measurement: | | Shown in plan view is a hinged door open 90 degrees with a clear opening width 32 inches minimum, measured from the face of the door to the opposite stop. | Photo #: | • Widen door width |
| **3.39**  **TAS**  **404.2.4.1** | If there is a front approach to the pull side of the door, is there at least 18” maneuvering clearance beyond the latch side plus 60” clear depth?\* | | Yes No N/A  Measurement: | | Maneuvering space on the pull side of a door with a front approach extends 18 inches minimum beyond the latch side of the door. The space must also extend 60 inches minimum perpendicular to the doorway. | Photo #: | • Remove obstructions  \*See 604.8.1.2 Doors for maneuvering clearance requirements on the push side of the door and side approaches to the pull side of the door |
| **3.40**  **TAS**  **604.8.2.2** | Is the door self-closing? | | Yes No N/A | | Plan view drawing shows a door swing with an arrow indicating it is self-closing. | Photo #: | • Add closer   * Replace door |
| **3.41**  **TAS**  **309.4**  **404.2.7**  **604.8.2.2** | Is the door have door pulls on both sides of the door near the latch operable with one hand and does not require tight grasping, pinching, or twisting of wrist? | | Yes No N/A | | A push bar door lock is shown in elevation operated with a loosely closed fist. | Photo #: | • Replace hardware  \* If constructed before 3/15/2012 door pulls do not need to be added; door pulls are not required in the 1994 Standards |
| **3.42**  **TAS**  **309.4**  **404.2.7** | Is the lock operable with one hand and without tight grasping, pinching or twisting of the wrist? | | Yes No N/A | | Image of a sliding door lock. | Photo #: | • Replace lock |
| **3.43**  **TAS**  **308.3.2**  **309.3** | Are the operable parts of the door hardware mounted between 34”-48” above the floor? | | Yes No N/A  Measurement: | | A door is shown in elevation with operating hardware 34 to 48 inches above the floor. | Photo #: | • Relocate hardware |
| **3.44**  **TAS**  **304.3.1**  **603.2** | Is the compartment at least 60” wide? | | Yes No N/A  Measurement: | | The width of a water closet compartment is shown in plan view no less than 60 inches. | Photo #: | • Widen compartment |
| **3.45**  **TAS**  **604.8.1.1** | * If the water closet is wall hung, is the compartment at least 56” deep? * If the water closet is floor mounted, is the compartment at least 59” deep? | | Yes No N/A  Measurement:  Yes No N/A  Measurement: | | The depth of a water closet compartment with a wall hung water closet is shown no less than 56 inches.  The depth of a water closet compartment is shown in plan view no less than 59 inches. | Photo #: | • Widen compartment   * Alter compartment |
| **3.46**  **TAS**  **605.2** | Is the rim of the urinal (stall type or wall-hung) a maximum of 17” above the floor finish? | | Yes No N/A  Measurement: | | Diagram showing the max 17" height for the rim of a urinal. | Photo #: | • Adjust height |

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|  | **ADA Checklist for 2012 Texas Accessibility Standards (TAS)** | | | | | | | | |
|  | **Priority 4 – Additional Access Elements** | | | | | | | | |
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| **Enlarged detail drawing of a sign indicating the direction to public telephones along with the International Symbol of TTY to indicate direction to the TTY.** | | | | | | **Name of Establishment:** | | | |
| **Site/Center Name:** | | | |
| **Physical Address:** | | | |
| **Date:** | | | |
| **Reviewer:** | | | |
|  | | | |
| **Contact Information:** | | | |
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|  | **Amenities such as drinking fountains and public telephones should be accessible to people with disabilities.** | | | | | | | | |
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| **Priority 4 – Additional Access** | | | |  | | **Comments** | **Possible Solutions** |
| **Drinking Fountains** *(2012 TAS Standards – Chapters 2 (204, 205 and 211), 3 (305, 306, 307, 308 and 309) and 6 (602)*) ***Note:*** If provided, fountains must comply with TAS standards. | | | | | | | |
| **4.1**  **TAS**  **211.2**  **602.4**  **602.7** | Are there at least 2 drinking fountains where:   * 1 unit has a spout outlet 36” max. above the floor finish   *and*   * 1 unit for standing persons where the spout outlet is 38”-43” max. above the floor finish   ***211.2 Exception:*** Where a single drinking fountain complies with 602.1 through 602.6 and 602.7, it shall be permitted to be substituted for two separate drinking fountains. | Yes No N/A  Spout Measurement:  Yes No N/A  Spout Measurement: | Image result for picture of two separate drinking fountains side by side  Two separate drinking fountains  (1) 36” max spout and (1) 38”- 43” spout  *or*  Perspective drawing of two drinking fountains, one lowered and one at standing height.  The spout outlet of the standing height fountain must be between 38 and 43 inches above the floor.  Hi-Lo drinking fountain unit  (1) 36”max spout and (1) 38”- 43” spout | | Photo #: | | • Install drinking fountains that comply with both height requirements  ***Note:*** 2012 TAS no longer allows “water coolers” (bottled water dispensers) in lieu of water fountains. |
| **4.2**  **TAS 211.3** | When more than the minimum number of drinking fountains are provided, do 50% of the total number of fountains comply with the 36” max. spout height requirements at 602.4 and 50% of the total number of fountains comply with the 38”-43” max. height requirements at 602.7?  ***211.3 Exception:*** Where 50% of drinking fountains yield a fraction, 50% shall be permitted to be rounded up or down provided that the total number of fountains complying with 211 equals 100% of fountains | Yes No N/A | Map of building showing the locations of water fountains. | | Photo #: | | * Adjust total number of fountains to comply with standards |
| **4.3**  **TAS**  **305.3**  **306.2** | Do drinking fountains have:   * clear floor space in front of the fountain that is centered on the unit and is 30” wide x 48” for a forward approach?\* * knee and toe clearance of 9” high from floor finish and is 17”-25” deep under the fountain? | Yes No N/A  Measurement:  Yes No N/A  Measurement: | Perspective drawing shows a wall-mounted drinking fountain with a clear floor space 30 by 48 inches long, shown with the longer dimension perpendicular to the wall.  Perspective drawing of a wall-mounted drinking fountain with the clear floor space extending 17 to 25 inches horizontally underneath, shown with the longer dimension perpendicular to the wall. | | Photo #: | | * Alter space   • Replace drinking fountain  \*If installed before 3/15/12, a parallel approach is permitted and the clear floor space is not required to be centered |
| **4.4**  **TAS**  **205.1 308.2.2** | If the drinking fountain is:   * No deeper than 20”, are the operable parts no higher than 48” above the floor?      * Between 20”-25” deep, are the operable parts no higher than 44” above the floor? | Yes No N/A  Measurement:  Yes No N/A  Measurement: | Elevation drawing of a drinking fountain 20 inches deep maximum with the control located 48 inches maximum above the floor.  Elevation drawing of a drinking fountain 20 to 25 inches deep with the control located 44 inches maximum above the floor. | | Photo #: | | • Adjust drinking fountain  • Replace drinking fountain |
| **4.5**  **TAS**  **205.1**  **309.4** | Can drinking fountain controls:   * Be operated with one hand and without tight grasping, pinching or twisting of the wrist? * Be operated with less than 5 pounds force? | Yes No N/A  Yes No N/A  Measurement: | Perspective drawing of a drinking fountain control operated with a loosely closed fist. | | Photo #: | | • Change control  • Adjust control |
| **4.6**  **TAS**  **205.1**  **602.5** | Is the spout located:   * 15” from the rear (vertical support) of the fountain? * 5” max. from the front edge of the unit, including bumpers? | Yes No N/A  Measurement:  Yes No N/A  Measurement: | Plan view of a wall-mounted drinking fountain.  The spout is 15 inches minimum from the rear of the fountain and 5 inches maximum from the front. | | Photo #: | | • Adjust spout  • Replace drinking fountain |
| **4.7**  **TAS**  **205.1**  **602.6** | Does the spout provide a flow of water 4” high min. that is located 5” max. from front of the unit?  ***Advisory 602.6:*** The flow of water should be 4” high so a cup can be inserted to provide a drink of water for an individual who, because of a disability, would other-wise be incapable of using the fountain | Yes No N/A  Measurement: | Image result for pictures of measuring the height of drinking fountain water flow | | Photo #: | | • Adjust water flow of spout |
| **4.8**  **TAS 204.1**  **307** | If the bottom/leading edge of the fountain is higher than 27” above the floor, does the front of the fountain protrude no more than 4” into the circulation path? | Yes No N/A  Measurement: | A perspective is shown of a man walking along a corridor using a visual cane.  A wall mounted drinking fountain with the bottom edge more than 27 inches from the floor is located between two wing walls.  The front of the drinking fountain projects 4 inches maximum beyond the wing walls into the circulation path. | | Photo #: | | • Adjust drinking fountain  • Replace drinking fountain  • Add tactile warning such as permanent planter or partial walls |
| **Public Telephones** **and TTYs** (*2012 TAS Standards – Chapters 2 (216 and 217), 3 (305 and 308), and 7 703 and 704))* ***Note:* TTY’s are interactive text-based communication systems** | | | | | | | |
| **4.9**  **TAS**  **217.2** | Where public telephones are provided, is at least one (1) wheelchair accessible telephone provided in accordance with the table? | Yes No N/A | Chart showing the minimum number of required accessible telephones. | | Photo #: | | * Provide proper number of accessible telephones |
| **4.10**  **TAS**  **217**  **305.3**  **305.5** | Does at least one telephone have a minimum clear floor space of 30” wide x 48” long for a parallel or forward approach**?** | Yes No N/A  Measurement: | Diagram showing minimum clear floor space of 30” wide x 48” long for a parallel or forward approach. | | Photo #: | | • Move telephone  • Install new telephone for clear floor space |
| **4.11**  **TAS**  **217**  **308.2.1**  **308.3.1** | Is the highest operable part of the telephone no higher than 48” above the floor? | Yes No N/A  Measurement: | Perspective drawing of a wall-mounted pay telephone.  The coin slot control at the top is 48 inches maximum above the floor. | | Photo #: | | • Adjust telephone |
| **4.12**  **TAS**  **217** | If the leading (bottom) edge of the telephone is higher than 27” above the floor, does the front of the telephone protrude no more 4” into the circulation path? | Yes No N/A  Measurement: | Perspective drawing of a wall-mounted pay telephone, shown with the bottom edge more than 27 inches above the floor and projecting 4 inches maximum from the wall. | | Photo #: | | • Adjust telephone |
| **4.13**  **TAS**  **217.3**  **704.3** | Do all public telephones have volume controls complying with 704.3?  ***Note:*** Public telephones must provide a volume gain adjustable up to 20 dB minimum. Amplifiers can be located in the base or handset or built into the telephone and operated by pressing a button or key. Portable and in-line amplifiers can be used with some phones. | Yes No N/A | Perspective detail of a telephone button instructing that it should be pressed to change volume. | | Photo #: | | • Install amplifier/volume control  • Replace telephone with one that has volume control |
| **4.14**  **TAS 703.7.2.3** | Are telephones with volume control identified by a pictogram of a telephone handset with radiating sound waves? | Yes No N/A | Image of a telephone handset with a volume indicator. | | Photo #: | | • Add sign with pictogram |
| **NOTE: A TTY (TeleTYpewriter) or text telephone consists of a keyboard and a display screen. Separate requirements are provided for TTYs based on the type of building (public or private) and the number of public pay telephones provided at a bank of telephones, within a floor, building, or on a site. The TAS requirement at 217.4.1 states that a TTY must be provided when both public pay telephones *AND* a phone bank of four (4) or more public pay telephones are provided at a facility. However, if located in a PUBLIC building containing at least one public pay phone on a floor, a minimum of one public TTY pay phone shall be provided on that floor. As most workforce solutions offices do not utilize public pay telephones when providing services to customers (i.e., telephone services are provided free of charge), a TTY device is generally not required under TAS provisions. Accessibility standards will apply only if TTY services are provided onsite. However, if the workforce solutions (WFS) office is located in a public building, you must ascertain if public pay telephones are utilized on the floor where the WFS office is located to determine applicability of TAS provisions due to the path of travel on the accessible route to the WFS office. Additional note: TTY services may need to be offered as a reasonable accommodation to customers under the Americans with Disabilities Act (ADA).** | | | | | | | |
| **4.15**  **TAS**  **217.4.1** | Is the facility compliant with TTY requirements when both public pay phones *and* a phone bank of four (4) or more phones are provided? | Yes No N/A | Image result for picture of payphone stations | | Photo #: | | • Install TTY |
| **4.16**  **TAS**  **217.4.2.1** | If located in a public building, if at least one public pay telephone is provided on a floor, is at least one public TTY provided on that floor? | Yes No N/A | Image result for picture of public tty | | Photo #: | | * Install TTY |
| **4.17**  **TAS 704.4.1** | For TTYs required at public pay phones, is touch surface of TTY keypad 34” min above the floor?  ***Advisory***: While seats are not required at TTYs, if one is provided, the TTY does not have to comply with keypad height requirements. | Yes No N/A  Measurement: | Perspective drawing of a telephone equipped with an attached TTY sitting on a shelf.  The keypad surface of the TTY is 34 inches minimum above the floor. | | Photo #: | | • Adjust height of TTY |
| **4.18**  **TAS**  **216.9.1 703.7.2.2** | Is the public TTY identified by the International Symbol of TTY? | Yes No N/A | Image of the international symbol of TTY. | | Photo #: | | • Add signage with symbol |
| **4.19**  **TAS 216.9.2** | * Do signs providing direction to public pay phones also provide direction to the public TTY? * Do signs at banks of public pay phones NOT containing a public TTY provide directional signs indicating the location of the nearest public TTY? | Yes No N/A  Yes No N/A | Enlarged detail drawing of a sign indicating the direction to public telephones along with the International Symbol of TTY to indicate direction to the TTY. Perspective drawing of a telephone without TTY, shown with a sign on an adjacent wall indicating direction to the TTY. | | Photo #: | | • Add signs |
| **Fire Alarm Systems** *(2012 TAS Standards – Chapter 7 (702))* | | | | | | | |
| **4.20**  **TAS 702.1** | For fire alarms at facilities:   * Are systems permanently installed? * Do systems have both flashing lights and audible signals? | Yes No N/A  Yes No N/A | Perspective image of a strobe fire alarm with radiating sound waves. | | Photo #: | | • Install audible and visual alarms |
| **Additional Items to Review During the Site Visit** | | | | | | | |
| **1.** | Is the EO Notice on “Equal Opportunity is the Law” (refer to Orientation to Discrimination Complaint Procedures form for full text) posted prominently and in reasonable number and places in workforce centers and satellite offices? | | | | | | Yes No |
| **2.** | Where are EO Notices posted? | | | | | |  |
| **3.** | Are auxiliary aids (e.g., screen readers/magnifiers, telephones with volume control, large print keyboards, etc.) reported by the Board as “available upon request to individuals with disabilities” located at centers as declared? [Obtain list from EO Unit] | | | | | | Yes No |