

REVIEW CHECKLIST WASHINGTON COURT CONCEPTUAL MAIN-LEVEL PLAN

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This checklist includes basic design recommendations for promoting the accessibility and usability of the main-level spaces at Washington Court. Our review was based on the Conceptual Main-Level Plan drawings provided to us by Jeff Morton, architect. The checklist is not comprehensive; it addresses some of the issues and features we consider noteworthy at this point in the design phase.

We made several assumptions -- and had many questions -- about the project after conducting our plan review. Most of these concern the entrances that are to be used by commercial and residential tenants. We ask for your help in clarifying a few matters to help us better understand the layout, design and purpose behind each feature.

The main business entrance, which is the only entrance to Tri-State Health and Project Concern that could be used by individuals with mobility impairments, fronts on the alley between 17th and 18th streets. From our perspective, the plan envisions that employees and visitors of these commercial tenants will park in the lot across the alley and make their way to Washington Court. Alternatively, visitors must park on the street and make their way from Washington Street (or elsewhere) to the alley and to the front door.

The business entrance is off the beaten path and out of the public eye, and it is separate from the entrance for residential tenants. There are also doors to the business tenants on the north and west sides of the building, but none of entrances are stepless or accessible.

Here are our questions:

Are we correct about the entrances and paths of travel for visitors, commercial tenants and residential tenants?

Is Washington Court going to privately own and/or maintain the alley?

Is Washington Court going to control entry and use of the alley, parking lots and any drop-off zone provided?

What factors were considered when the decision was made to locate the main business entrance in the alley?

Are there plans to provide another accessible business entrance to the doors located on the north or west sides of the building?

How will people know where to find Tri-State Health and Project Concern and where to park? What signage or way-finding markers will be provided, and where will they be posted?

What is the purpose of the door that separates the residential entrance from the corridor that leads to the business corridor?

How will commercial tenants exit the premises in an emergency (is there only one accessible exit leading from Project Concern and Tri-State Health)?

Thank you so much for taking the time to respond. Please do not hesitate to contact us by calling 866-251-5491 (toll-free) or 319-335-9023, or by sending an email to todd-bagby@uiowa.edu or leonard-sandler@uiowa.edu.

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PRIMARY BUSINESS ENTRANCE TO TRI-STATE HEALTH AND PROJECT CONCERN

Parking Lot and Path of Travel to Doorway:

Signage:

Post signage that is clear and easy to read to indicate or designate accessible parking spaces (including van accessible spaces), pedestrian crossing in the alley, and directions to main-level organizations. Provide a crosswalk in the alley that cautions of crossing pedestrians (this should include a sign indicating a crosswalk and detectable warnings on the pavement).

Provide signs and wayfaring markers that identify and direct visitors to the main entrance and to the tenants (Tri-State Health and Project Concern).

Surface Level and Material:

The path of travel from the parking lot to the doorway should be level and made of material that does not hinder a wheelchair user's movement—*e.g.*, smooth pavement and not gravel.

Doorway:

Clear Width:

Doors should provide a 34-in. clear width to enhance accessibility and usability.

Entrance Level:

The doorway should be at ground level (no step up or step down required) with no raised threshold.

Landing Space:

The doorway should have ample landing space on the inside and outside (at least five feet by five feet) to provide maneuvering space for a wheelchair user to easily enter and exit the building.

Roof, Canopy, or Awning:

A roof, canopy, or awning should be provided outside the doorway to protect against rain and snow (essential when there is no raised threshold).

Interior Ramp:**Slope:**

Ramp runs must have a running slope no steeper than 1:12. The least possible running slope is best.

Cross Slope:

The cross slope of ramp runs must be no steeper than 1:48.

Floor Surface:

The ramp surfaces, runs and landings must be stable, firm, and slip resistant.

Clear Width:

The clear width between handrails must be at least 36 in.

Rise:

The rise for any ramp run must be no more than 30 in.

Landings:**Top-and-Bottom Landings:**

Ramps must have landings at the top and the bottom of each ramp run. The landing clear width must be at least as wide as the widest ramp run leading to the landing. The landing must be at least 60 inches in length.

Change-in-Direction Landing:

Ramps that change direction between runs at landings must have a 60 x 60 inch landing.

Consider increasing the clear space on the change-in-direction landing to ensure adequate turning space for wheelchair users. The current switchback design results in a decrease of clear landing space due to the continuous handrails. Increasing this clear space, however, would likely entail widening ramp runs, which are already very wide, to mitigate the amount of space taken up by the handrails. This, in turn, would force a slight shift in the location of the stairs, but the plan shows that there is adequate space to do this (the path of travel up the stairs should be kept in mind, however, so as not to run into doors opening into Tri-State Health—the plans reflect this mindfulness).

Handrails:

Ramp runs with a rise greater than 6 in. must have handrails. Handrails must be provided on both sides of the ramp. Handrails must be continuous within the full length of ramp runs, as well as between runs on switchback ramps. The top of gripping surfaces of handrails must be 34 in. minimum and 38 in. maximum

vertically above ramp surfaces. Handrails must be at a consistent height above ramp surfaces. Handrails must extend horizontally above the landing for at least 12 in. beyond the top and bottom of ramp runs. Extensions must return to a wall, guard, or the landing surface, or must be continuous to the handrail of an adjacent ramp run.

Consider installing a second set of handrails for children (these handrails should not exceed the height of 28 in., measured to the top of the gripping surface from the ramp surface, and should have at least a 9-in. vertical clearance from upper handrails to prevent entrapment).

Extended Floor Surface:

The floor surface of the ramp run must extend at least 12 in. beyond the inside face of a handrail. This prevents wheelchair casters and crutch tips from slipping off the ramp surface.

Stairway:

Treads and Risers:

All steps on a flight of stairs must have uniform riser heights and uniform tread depths. Risers must be 4 in. high minimum and 7 in. high maximum. Risers should not be open. Treads must be at least 11 inches deep.

Nosing:

Steps should not have nosing—*i.e.*, the tread should not extend out beyond the riser—to minimize the risk of tripping. Provide a slip-resistant surface with visual contrast at the leading edges of treads to minimize further the risk of tripping and to increase the stairs' visibility for persons with some visual impairment.

BUSINESS CORRIDOR

Hallway:

Lighting:

Provide ample lighting throughout the Business Corridor.

Signage:

Provide clear and easy-to-read signage to indicate directions to main-level organizations and fire exits. Signage indicating fire exits should be brightly lit and include pictograms.

Fire/Emergency Alarms:

Install fire/emergency alarms that emit audio and visual warnings.

This increases the likelihood that persons with sight or hearing impairments will receive adequate warning and provides a more pronounced warning for those without such impairments.

Install triggering mechanisms that can be used by persons with limited manual dexterity.

Fire Extinguishers:

Provide lightweight fire extinguishers that are easy to operate by people with limited dexterity.

Doorway Connecting Business Corridor to South Corridor:

Door:

Provide a secured door with a lever handle that limits traffic between the Business Corridor and the South Corridor, but is accessible to all in cases of emergency.

To our understanding, the corridor will primarily serve employees and patrons of the main-level organizations, while the South Corridor will primarily serve residents and visitors of the upper floors. If this is true, secured access should be provided to enhance the security and privacy of Washington Court's residents. This is important because the South Corridor provides access (stairs and elevator) to the upper floors and the residents' mailboxes.

Provide a secured door with keyless entry—*e.g.*, backlit keypads, card-swipe, or an electronic-eye mechanism.

Keyless entry will help to secure this door while increasing usability for all—not only those with limited manual dexterity, but also, housekeeping or maintenance staff using this door who may be carrying materials or tools with them.

Clear-Width:

If housekeeping or maintenance staff will be using this door—*e.g.*, to clean or maintain upper level common areas—consider widening it for easier access. The plan shows ample space for widening this door.

Main-Level Bathrooms:

Clear-Width of Doorways:

Consider widening these doorways for enhanced accessibility and usability.

Doors:

Provide doors with lever handles, a maximum opening force of 5 lbs., and a 3-second sweep for easy operation.

Lighting:

Provide ample lighting in the bathrooms and consider automatic lighting controls to conserve energy.

Sinks:

Install sinks with the following specifications:

Single lever-handled faucet;
No higher than 34 in. at the front of the rim;
Insulated pipes or otherwise configured to prevent contact with pipes; and
No sharp or abrasive surfaces underneath.

Soap and Towel Dispensers:

Install soap and towel dispensers at a height between 40 and 44 in. on the walls beside the sinks and consider installing automatic soap and towel dispensers for additional ease in use.

Toilets:

Provide high quality, heavy-duty toilets with seats that provide extra support and durability and that flush automatically. Standard toilets are often too small or flimsy for use by people with or without disabilities.

Grab Bars:

Install grab bars to ADAAG and consider the following specifications:

1 ¼ in. in diameter, which children and persons with small hands, and people with limited dexterity or strength can use.

1 ½ in. of clear space between the wall and inside of grab bar; and
34 in. above the finished floor.

Consider reinforcing walls to accommodate vertical and horizontal grab bars.

Family Bathroom:

Privacy:

Consider changing door swing to optimize privacy.

Sink Position and Turning Space:

Consider shifting the location of the sink a little more towards the direction of the door to ensure adequate turning space for a wheelchair user.

Changing Table:

Install a changing a table in the Family Bathroom

Housekeeping Storage:

Clear-Width of Doorway:

Consider widening this doorway to enhance usability for housekeeping staff that will likely be carrying materials to and from this space.

Lighting:

Provide ample lighting within this space.

Shelving:

Provide ample shelving at varying heights to enable people with disabilities to secure employment at Washington Court, Tri-State and Project Concern.

PROJECT CONCERN OFFICE AREA

Entrance:

Depending on the intended use of the space, remove the alcove near the door and make the entrance flush with the wall of the business corridor.

Doorway:

Consider installing a power or automatic door. Project Concern is far removed from the business entrance and it is unlikely that passersby will unnecessarily trigger and open the automatic door.

Consider widening door to installing double doors. The plan shows workspaces for at least 19 employees/volunteers; the traffic in this area from clients/customers may warrant a double door.

Reception Area:

Redesign the reception area and workspace to enable the receptionist to see and greet visitors as they enter, pass papers and transact business to and from the reception desk.

Install a reception counter that is not less than 34 inches from the ground and has rounded edges.

Closet:

Replace the swinging doors with pocket or accordion-style doors to increase maneuvering space and decrease congestion in the area (and install easy-to-use door handles and hardware).

Provide ample lighting.

Install clothing rods and shelves at various heights (from 36 to 54 inches from the ground).

Electronic Office Equipment and Machines

Encourage tenants to buy or lease office copiers, multimedia equipment, phones, computers, fax machines and other electronic equipment that can be used and operated by people with mobility, dexterity, hearing, vision and other impairments. Information about procurement standards and best practices can be found at <http://www.access-board.gov/508.htm>. The federal government requires its agencies to scour the marketplace for "accessible" equipment that is readily available and not overly expensive.