

7 July 2004

**Daroff Design – Hospitality - ADA Accessibility Review Check List** (This is not a copyright protected document)

**Background:**

Daroff Design's architects and designers practice in 31 States throughout the United States. Recently many of these States have begun to adopt the International Building Code (IBC) with its more prescriptive **Accessibility Design Guidelines**. Other States have not as yet adopted the IBC but have revised their individual State Codes into various forms of a Unified Building Code, which also provides more prescriptive Accessibility Design Guidelines. The "Access Board" of the US Federal Government announced that they plan to publish a new ADA Accessibility Guideline (ADAAG) on or about the 26<sup>th</sup> of July 2004, which is the 14<sup>th</sup> anniversary of the enactment of the original ADA Law. These initiatives in turn have prompted code officials, trade associations and other construction and building industry affinity groups to sponsor "awareness seminars" to help design professionals learn the detailed differences between the previous building codes and the IBC. Many of these detailed code compliance differences relate to Accessibility Design Guidelines, which have now become more detailed and more prescriptive.

Additionally, here in 2004, 14 years after the initial Federal ADA guidelines were published and 12 years after the 1992 "grace period" established in the Federal ADA Law, Daroff Design's architects and designers continue to encounter many violations of the Accessibility Design Guidelines in as-built facilities designed by third party design professionals, throughout the multi-family residential, office facility, health care, transportation and hospitality (resort, hotel, casino, restaurant and entertainment) industry's facilities nation-wide.

Apparently this national focus on the International Building Code's new and more prescriptive Accessibility Design Guidelines has also encouraged organizations serving the disabled to in turn encourage owners and operators of public sector and private sector facilities to "remove barriers to accessibility". Too often this "encouragement" takes the form of a legal complaint filed in Federal Court, seeking the removal of barriers to accessibility. This in turn may prompt property owners to undertake immediate remedial renovation work to remove barriers to accessibility, while also requiring a legal defense in Federal Court and/or technical assistance to negotiate, mediate, resolve and settle a Federal Law Suit.

One of the provisions of the IBC is a Department of Justice guideline that suggests 20% as the benchmark allocation of renovation dollars for existing buildings as an allocation for the removal of barriers to accessibility. While many property owners are undertaking renovation projects to remove barriers to accessibility, Daroff Design's architects and designers frequently observe renovation work designed by third party design professionals, design-builders and contractors, where barriers to accessibility have not and/or are not included in the renovation project budget or where renovation dollars are allocated to the removal of barriers to accessibility, but where barriers are not in fact removed, because the new work is not in compliance with Accessibility Design Guidelines.

**Goals and Objectives of this ADA Accessibility Review Check List:**

As an aid to Daroff Design's clients, including lawyers who retain Daroff Design, its architects and designers as "experts" to assist in the review of as-built facilities and when required in the negotiation, mediation, resolution, settlement and defense of ADA Federal Law Suits, we have prepared the following **ADA Accessibility Check List**.

**Disclaimer:**

Department of Justice representatives and the team of code officials and design professionals who diligently continue to work on editing and clarifying the International Building Code are quick to confirm that various codes and ordinances defining Accessibility Design Guidelines, seemingly overlap and vary as to their design details. Accordingly, they note in their "awareness seminars", it's unlikely that the application of one unified code and design guideline can or will apply to each project and each project location throughout the United States. Additionally, various sources for (free of copyright) graphics to illustrate Accessibility Design Guidelines vary and may contain errors or omissions.

Accordingly, those interested in the removal of barriers to accessibility are advised by these various code officials and by Daroff Design to seek individual project and property specific 'accessibility guidelines' within the parameters of the codes and ordinances that specifically apply to the particular property and its location within the United States.



With this disclaimer in mind, Daroff Design's architects and designers have found the following ADA Accessibility Review Check List helpful in our review of our client's as-built facilities, third party design professional's plans to renovate as-built facilities, and our own plans for new and to-be-renovated client facilities. By placing this ADA Accessibility Review Check List on Daroff Design's web site at [www.daroffdesign.com](http://www.daroffdesign.com), we hope to encourage our peers and clients to themselves carefully review those Accessibility Design Guidelines that may apply to their particular project and then to clarify specific design details with the specific codes and ordinances that apply to their particular project and project site.

**Client Information:**

(Company) ..... (Contact) ..... (Address).....  
 (Phone) ..... (Fax) ..... (email).....

**Property:**

(Name) ..... (Contact) ..... (Address).....  
 (Phone) ..... (Fax) ..... (email).....

(Description).....

.....  
 (number of guest rooms) ..... (number of dining guest seats) ..... (number of parking spaces).....  
 (number of floors) ..... (number of elevators) ..... (number of fire stairs) .....  
 (new construction) ( ) (renovation) ( ) (historic adaptive re-use) ( )

**Construction or Last Renovation:**

Original Construction Date ..... Last Renovation Date ..... Certificate of Occupancy date .....  
 Architect: ..... Architect .....  
 Total Budget \$..... Total Budget \$.....  
 Barrier Removal Budget \$..... Barrier Removal Budget \$.....  
 List of existing code violation / citations .....

If this Property is a "franchise" operation, has the franchise (parent corporation) entered into a consent agreement with the Department of Justice (DOJ) to remove barriers to accessibility and if so what are these agreements?

.....

**Types and Number of Hotel Guest Rooms:**

- |                              |                                 |                                  |
|------------------------------|---------------------------------|----------------------------------|
| ( ) King bed                 | ( ) Connecting King Bed         | ( ) Accessible King Bed          |
| ( ) Queen Bed                | ( ) Connecting Queen Bed        | ( ) Accessible Queen Bed         |
| ( ) Double Queen Bed         | ( ) Connecting Double Queen Bed | ( ) Accessible Double Queen Bed  |
| ( ) Parlor Suite             |                                 | ( ) Accessible Parlor Suite      |
| ( ) Two bedroom Parlor Suite |                                 | ( ) Accessible Two bedroom Suite |
| ( ) Hospitality Suite        |                                 | ( ) Accessible Hospitality Suite |
| ( ) Other: .....             |                                 | ( ) Other Accessible Guest Rooms |
| ( ) Other: .....             |                                 |                                  |



**Types and Number of Food & Beverage Facilities:**

- |  |   |
|--|---|
| <input type="checkbox"/> Seat restaurant(s)  | <input type="checkbox"/> Accessible Seats |
| <input type="checkbox"/> Seat cafeteria(s)   | <input type="checkbox"/> Accessible Seats |
| <input type="checkbox"/> Seat bar room or bar area(s)                                  | <input type="checkbox"/> Accessible Seats |
| <input type="checkbox"/> Seat ballroom or conference – dining room(s)                  | <input type="checkbox"/> Accessible Seats |
| <input type="checkbox"/> Seat patio, terrace, balcony, pool deck and garden F&B venues | <input type="checkbox"/> Accessible Seats |
| <input type="checkbox"/> Seats in .....(other F&B venues)                              | <input type="checkbox"/> Accessible Seats |

**ADA Codes & Guidelines Governing this Project Site:**

Local Code: .....

State Code: .....

Does Local or State Code reference ANSI A 117.1 .....

Does the Property also need to comply with the Federal Architectural Barriers Act (ABA) .....

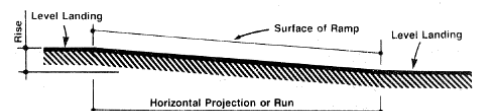
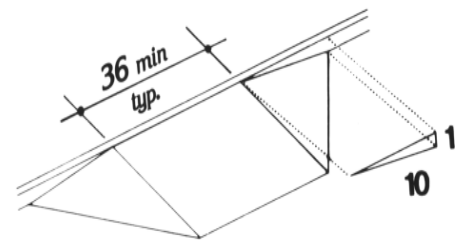
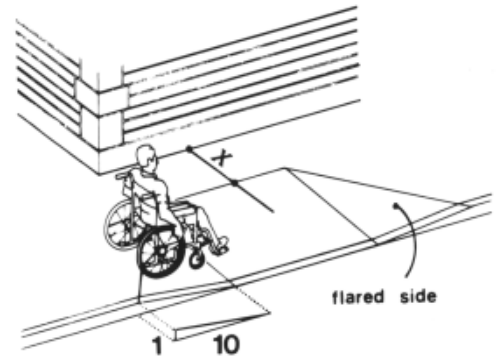
# DAROFFDESIGN

## Accessibility Check List:

### Exterior accessible routes:

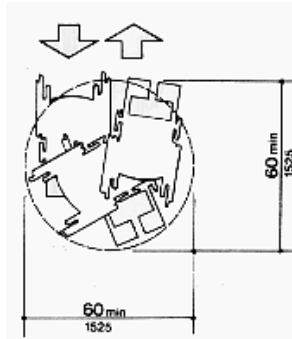
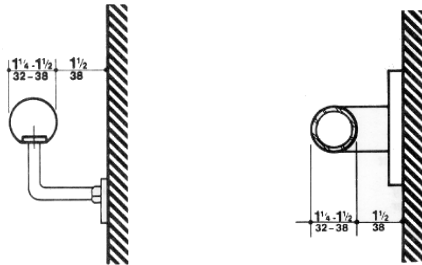
All places of public assembly, public sector facilities and many other types of facilities are required to be accessible from the sidewalk to the accessible entrance to the facility.

- ( ) Check curb cut details with 1 in 12 ramp, 48" clearance at the top of the slope and 1 in 10 flared sides
- ( ) Check that ramps longer than 72" have rails on both sides
- ( ) Check that handrails are 34-38" high
- ( ) Check that ramps have non-slip surfaces
- ( ) Check that running slopes are less than 1 in 12 and
- ( ) Check the 2" critical dimension
- ( ) Check that Braille details are provided including a detectable warning pattern of about ¼" raised dimples about 2 3/8" apart in a domino pattern
- ( ) Check the availability of an accessible drop off – pick up with a 60" access aisle
- ( ) Check if the port cochere is covered that there is at least 9'6" clearance for an accessible van drop off
- ( ) Check for accessible sidewalk features, no trip conditions, steep ramps or steps
- ( ) Check cross slopes for less than 2%
- ( ) Check running slopes for less than 1 in 20
- ( ) Check for the minimum 36" sidewalk width
- ( ) Check sidewalk gratings for ½" wide or less spaces
- ( ) Check for level landings with 60" clearance
- ( ) Check if there is a ramp greater than 30' long, then check for 60" resting space
- ( ) Check for handrails – top of gripping surface between 34"-38" & guard rails 42"
- ( ) Check for the 4" projection "blind rule" for sconces and other items of obstruction along the way
- ( ) Check for 80" headroom clearance for obstructions along the way
- ( ) Check for accessible features from public transportation serving the site
- ( ) Check for accessible front door, width (32"), hardware, tension on closer
- ( ) Check for level area in front of front door (Daroff Design recommends 60" minimum)
- ( ) Check for 32" door width passage way (between door stops)
- ( ) Check if a storm vestibule, for 30"x48" clear floor space beyond the door swing
- ( ) Check if a storm vestibule for swing of the door and 7' between vestibule doors
- ( ) Check if a card reader is used that it is 48" above finished floor
- ( ) Check if a narrow pair of doors is used, that they self open upon approach
- ( ) Check that at least 50% of the entrances to the facility are accessible  
 Daroff Design recommends equal experiences for guests with disabilities, which suggests that the front door needs to be accessible
- ( ) Check for accessible fire exit doors and exit ways at grade
- ( ) Check for accessible loading dock and service entrances at grade

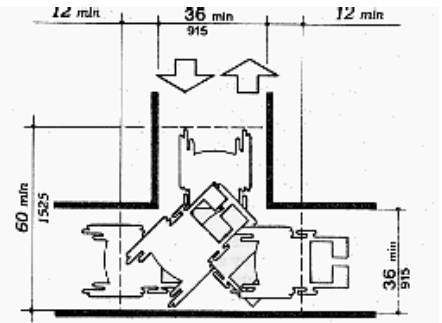


Slope	Maximum Rise		Maximum Horizontal Projection	
	in	mm	ft	m
1:12 to < 1:16	30	760	30	9
1:16 to < 1:20	30	760	40	12

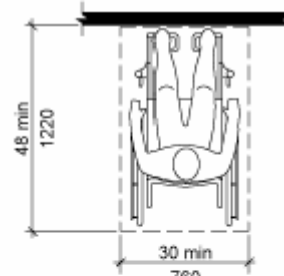
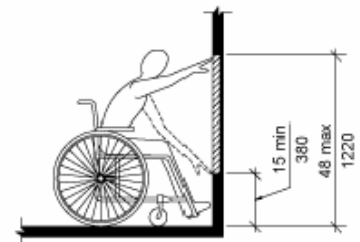
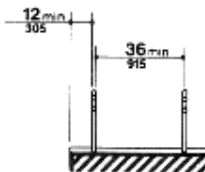
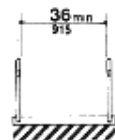
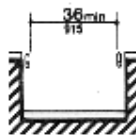
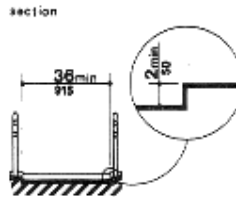
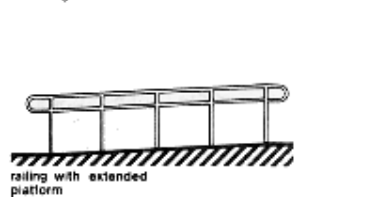
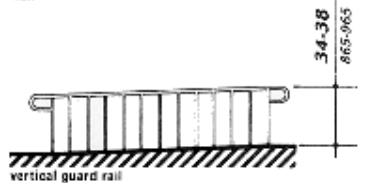
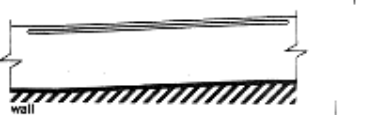
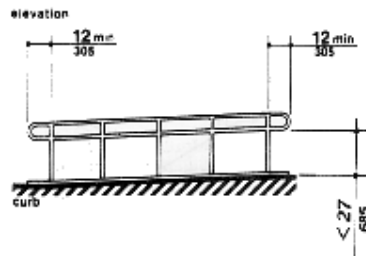




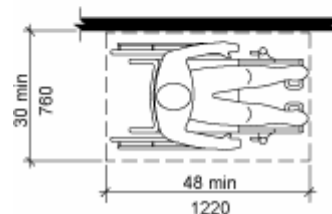
(a) 60-In (1525-mm)-Diameter Space



(b) T-Shaped Space for 180° Turns



(a) Forward



(b) Parallel



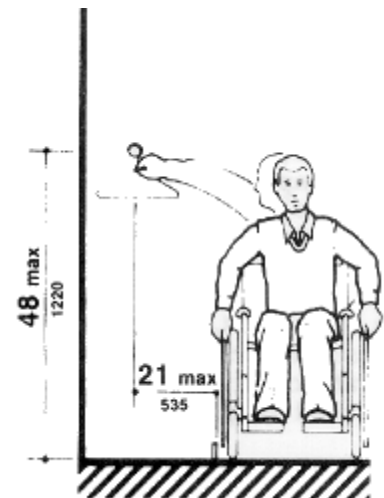
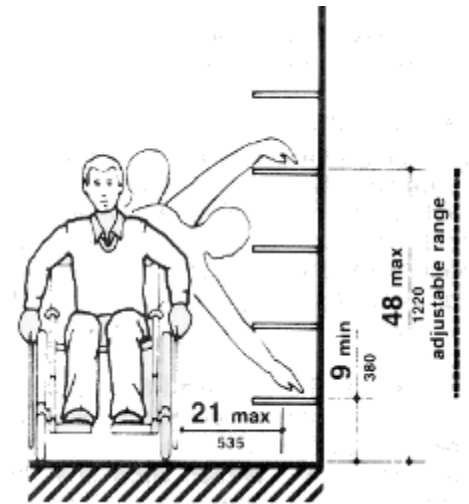
**Required Number of Accessible Hotel Guest Rooms (assume all non smoking)**

Accessible guest rooms are required in all hotels serving the public and likely also in private residential and transient “clubs”. Daroff Design recommends that all guest rooms in a hotel be accessible by means of accessible doorways entering off of an accessible interior route, so that all guests including guests in wheel chairs can visit other affinity group guests in their respective guest rooms.

Accessible guest rooms are required to be dispersed among the various types of guest rooms throughout a hotel and provided with the following accessible toilet features:

1-25 guest rooms	1 accessible guest room
26-50	2
51-75	3 + 1 with a roll-in shower
76-100	4 + 1
101 – 150	5 + 2
151 – 200	6 + 2
201 – 300	7 + 3
301 – 400	8 + 4
401 – 500	9 + 4

- ( ) Check the number of accessible guest rooms and if dispersed
- ( ) Check accessible guest rooms for accessible features including features for hearing and site impaired guests
- ( ) Check for 32" clear door passageways for entry, connecting and toilet room doors
- ( ) Check for 18" strike side pull clearance
- ( ) Check for the 12" strike side push clearance
- ( ) Check for latch or bolt no higher than 48" above floor
- ( ) Check for an electric outlet within 4' of the telephone for the TTY equipment
- ( ) Check for a visual notification device for door knocks and phone calls
- ( ) Check for visual smoke alarm device
- ( ) Check for strobe central station device
- ( ) Check for the minimum 36" maneuvering space within the accessible guest rooms on each side of bed and between beds
- ( ) Check for 36" clearance at the foot of bed
- ( ) Check for the maximum 54" height for side approach of drapery, lamp and HVAC controls
- ( ) Check for maximum 48" height for front approach
- ( ) Check for maximum 54" for closet rod and shelf for side approach
- ( ) Check for maximum 48" height for front approach
- ( ) Check for the side approach space 30 x 48"
- ( ) Check for the front approach space 30 x 48"
- ( ) Check for a turn around, 60" diameter where required
- ( ) Check that the guest room desk provides 27" height below top apron and at least 30" side to side and at least 19" knee space

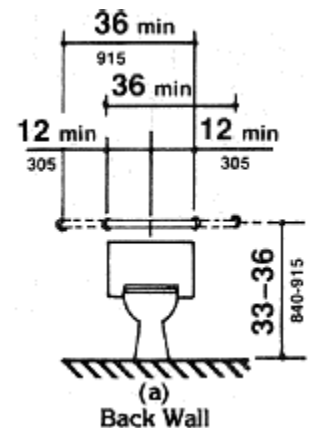
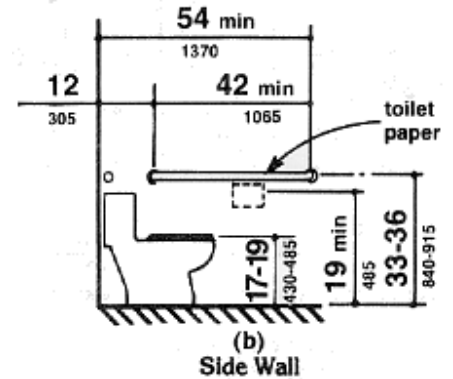


## DAROFFDESIGN

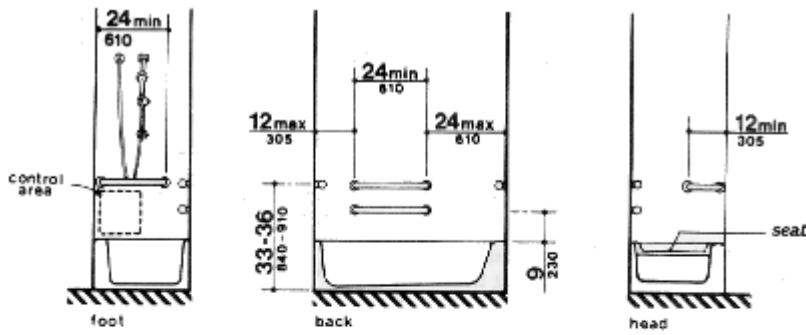
### Bathrooms in Accessible Guest Rooms:

Bathrooms provided within accessible guest rooms are required to be accessible and designed to accommodate guests in wheel chairs. The ADAAG and other accessibility design guidelines vary as to the specific accessible features and dimensions required and accordingly a careful review of the codes and ordinances set forth for the particular property location is required. In general:

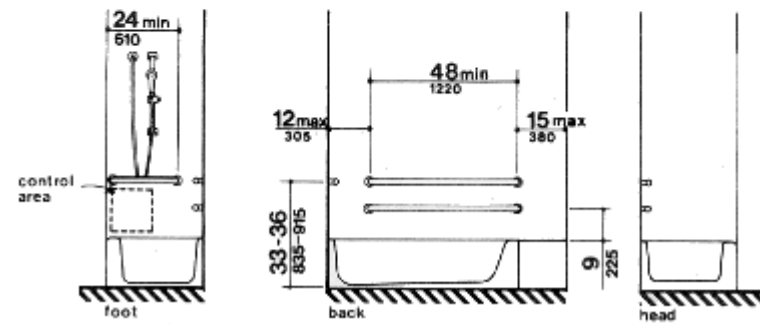
- ( ) Check that a 32" clear door passage way with 18" pull side strike side clearance provides accessible access to the accessible bathrooms
- ( ) Check that the threshold does not present a trip condition and complies with either the ¼" or the ½" beveled dimensional guidelines
- ( ) Check that the carpet on the guest room side of the accessible bathroom is not bunched up and rippled creating a trip hazard
- ( ) Check for 18" WC dimension from 42" long grab bar (wall)
- ( ) Check that the grab bar is secure and mounted 33-36" above floor
- ( ) Check for 36" (or in some locations 24" grab bar behind WC mounted 33-36" above floor
- ( ) Check that toilet seat is 17-19" above floor
- ( ) Check that the flush handle is accessible on the outside not wall side
- ( ) Check that lavatory is no more than 34" high, 29" minimum clearance lever faucet handles and insulated plumbing
- ( ) Check for the 60" diameter turning around or the "T" turn area
- ( ) Check for towel racks or bars no higher than 54" for side approach and no higher than 48" for front approach
- ( ) Check for slip resistant floor finishes
- ( ) Check bathtubs faucet control location (between center and outside edge of tub and with lever faucets
- ( ) Check for anti scald tub and shower valves
- ( ) Check for a transfer tub seat
- ( ) Check for a 60" long shower hose
- ( ) Check for (2) horizontal grab bars at least 24" long on the long side of the tub and 12" long for the short side of the tub to transfer to the seat
- ( ) Check that the dimension between the wall and grab bar is exactly 1 ½"
- ( ) Check for the proper number of roll in shower type guest bathrooms
- ( ) Check that the shower is at least 30" wide and 60" long or the alternate 36" width with the seat along the long side of the shower
- ( ) Check for a securely fastened folding seat 17-19" above the floor
- ( ) Check for faucet controls, shower wand location and 60" long hose
- ( ) Check that the grab bar is along the wall of the seat not behind the seat and another grab bar opposite the seat
- ( ) Check that there are no curbs or lips to impede wheelchair approach
- ( ) Check the 1 ½" grab bar dimension from the wall
- ( ) Note that in some jurisdictions, an accessible guest bathroom with an accessible tub can also have a small accessible shower with a 36x48" clear floor area in front.



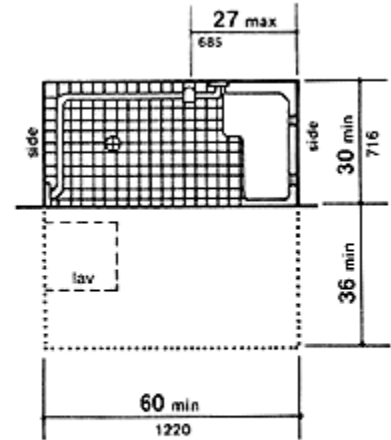




(a) With Seat in Tub



(b) With Seat at Head of Tub



(a)  
 Fig. 57  
 Roll-in Shower with Folding Seat

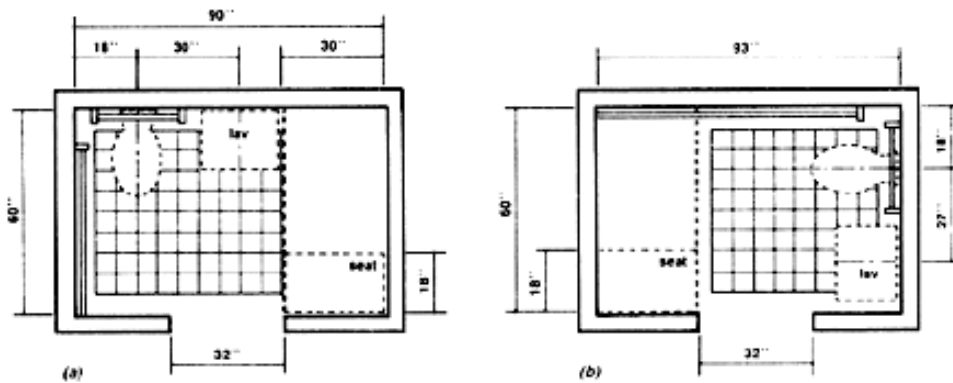
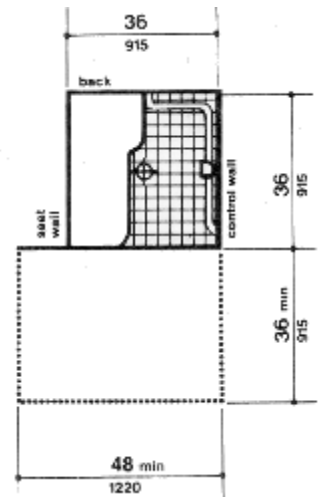


Fig. A7



# DAROFFDESIGN

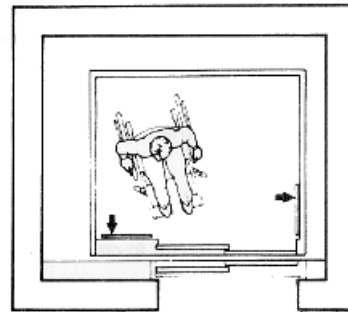
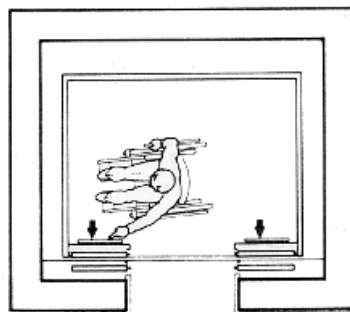
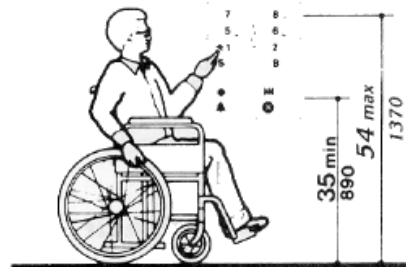
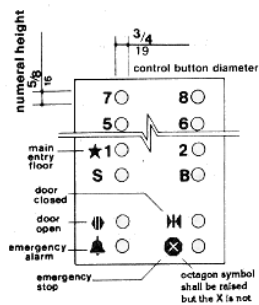
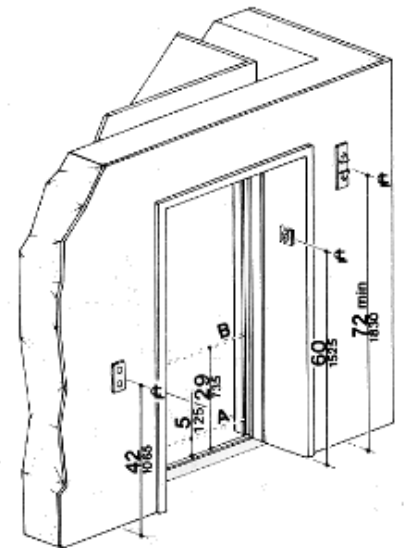
## Elevators:

An elevator with accessible features is required to serve a lower or upper floor when the area exceeds 3000 square feet. Elevator cab minimum dimensions may vary as follows:

- 42" center door      80" x 51"
- 36" off center door    68" x 51"      or 54" x 80"    or 60" x 60"

The new ADAAG and IBC 2003 allow certain types of accessible elevators to also serve as an accessible means of egress per Rule 211 of ASME/ANSI - A 117.1

- ( ) Check that all floors (front and back of house) are served by elevators
- ( ) Check elevator lobby for the 4" projection rule (sconces, signs etc)
- ( ) Check for floor signage on both sides of elevator jams with 2" raised letters and Braille 60" above the floor
- ( ) Check for audible tones and bells or verbal enunciators designating the floor and the up or down tone
- ( ) Check for emergency communications equipment and back up lights and signs designating meaning of the lights
- ( ) Check for 54" mounting height of control buttons and Braille features
- ( ) Check for elevator cab sizes
- ( ) Check for the emergency Gurney rule (does it apply to this property)
- ( ) Check for partial floors and mezzanines, which may or may not require accessibility within the parameters of the 3000 sq ft guideline
- ( ) Check if a wheelchair platform lift is utilized, that access to the lift at the top and at the bottom elevation meets the ADAAG dimensional guidelines and that proper signage is provided  
 While wheelchair platform lifts are allowed per 4.1.3 (5), Daroff Design does not recommend platform lifts.
- ( ) Check that a wheelchair platform lift is not serving as a means of egress



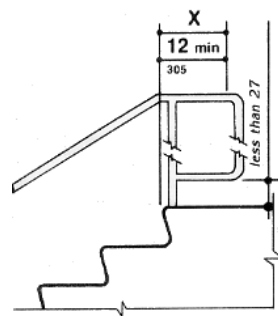
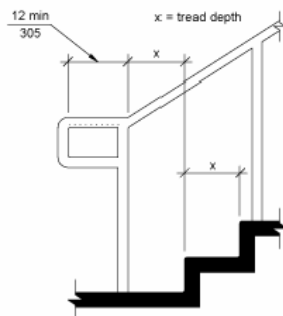
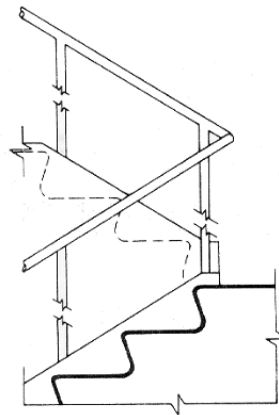
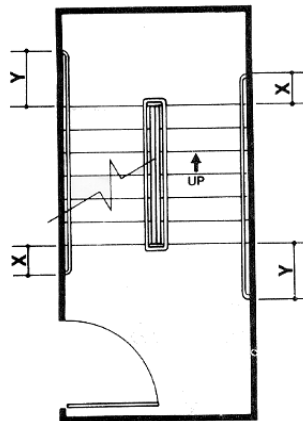
## DAROFFDESIGN

### Stairs: (assume sprinklered building)

Two remote means of fire stair egress to grade are required when the occupancy of a floor exceeds 50 persons. These fire stairs are to be remote from each other within the earlier 1/2 rule or the current 1/3 rule. Stair widths are to be 44" minimum however residential fire stairs can be 36" minimum in width.

For guest room floors, the new code allows 50-foot dead end corridors beyond the stair tower doorway if a fire alarm system is in place and 70 feet if sprinkler systems are in place. However, for assembly floors the earlier 20-foot dead end corridor rule still applies.

- ( ) Check for two remote means of egress
- ( ) Check 1/2 rule in old code or 1/3 rule in new code
- ( ) Check for accessible doorways and tension on the closers
- ( ) Check for locks that might prevent the means of exiting
- ( ) Check for closed stair risers
- ( ) Check for 11" deep treads and all riser the same height
- ( ) Check handrails on both sides of stair at uniform 34-38" height above the front edge of the step
- ( ) Check for handrails extending beyond the first and last tread
- ( ) Check that if the hotel is not sprinklered, verify that an area of rescue and assistance is available

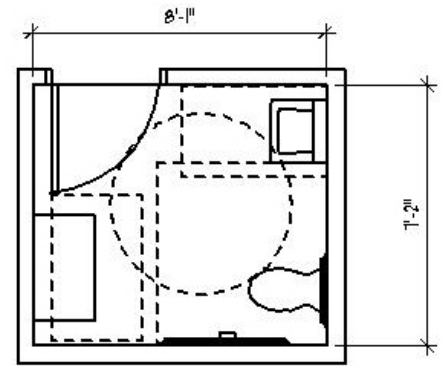


## DAROFFDESIGN

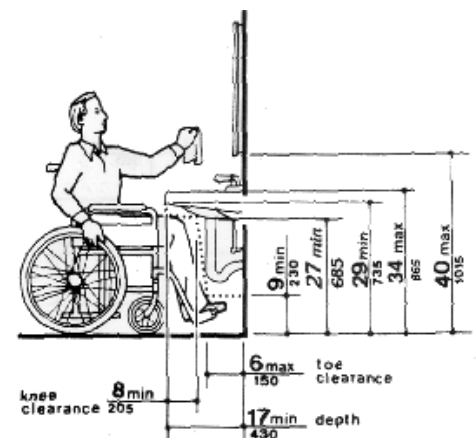
### Common Area Toilet Facilities:

Common area toilet facilities with accessible features are required along an accessible routes for both guests and staff members and for alteration projects a unisex toilet room is allowable rather than updating the as-built inaccessible toilet facilities.

- ( ) Check the availability of accessible toilet facilities for men and women
- ( ) Check the critical dimensions providing accessibility in toilet facilities
- ( ) Check accessible features for water closets, urinals, lavatories, mirrors, grab bars and accessories (soap, towels, toilet tissues, sanitary dispensers etc.)
- ( ) Check for required accessible signage
- ( ) Check for accessible entry door with 18" strike side clearance and 60" pull side space when a vestibule the 30x48" rule and the 7' rule applies
- ( ) Check for either the 60" diameter turn around or the 36" "T" turn around
- ( ) Check for the large 56" deep (if wall mounted or 59" deep if floor mounted x 60" wide toilet stall (many states codes require larger accessible toilet stalls)
- ( ) Check for accessible lavatories
- ( ) If urinals are provided, check for accessibility features and dimensions
- ( ) Check for the 18" rule from center of WC to sidewall of stall
- ( ) Check grab bars on side wall 40" long and 33-36" above the floor
- ( ) Check for 36" grab bar on back wall 33 - 36" above floor and stable attachment hardware
- ( ) Check that toilet seat is 17-19" above floor
- ( ) Check that there is 42" between the toilet or stall and the edge of the lavatory
- ( ) Check that if more than 5 stalls are in a toilet room, 1 must be the large stall and 1 must be the walk in accessible stall 36" wide, 2 grab bars one on each side and an outward swinging door
- ( ) Check for accessible lavatory 29" clearance under front edge, top of bowl less than 34" lever faucet, insulated pipes. Lavs need to be at least 17" deep
- ( ) Check that toilet paper holders are mounted below the grab bar and no more than 36" from the back wall and at least 19" above the floor
- ( ) Check that the toilet flush control is located on the wide side and no more than 44" above the floor
- ( ) Check the height of the urinal if provided at 17" above the floor
- ( ) Check a 30 x 48" approach to the urinal. Urinal partitions need to be at least 29" in width on center
- ( ) Check that lavatory mirrors are adjustable and that the bottom of the mirror is no higher than 40" off the floor
- ( ) Check that at least one paper towel dispenser is along an accessible route and with a 30 x 48" approach and with operable features no higher than 48"
- ( ) Check for a Baby changing counter providing 35" in width, 20" in depth of changing space no higher than 34" above the floor.
- ( ) Check a "unisex" or family toilet facility for the critical dimensions illustrated here...



BABY CHANGING CTR  
 (35"X20"-FOLDS DOWN)

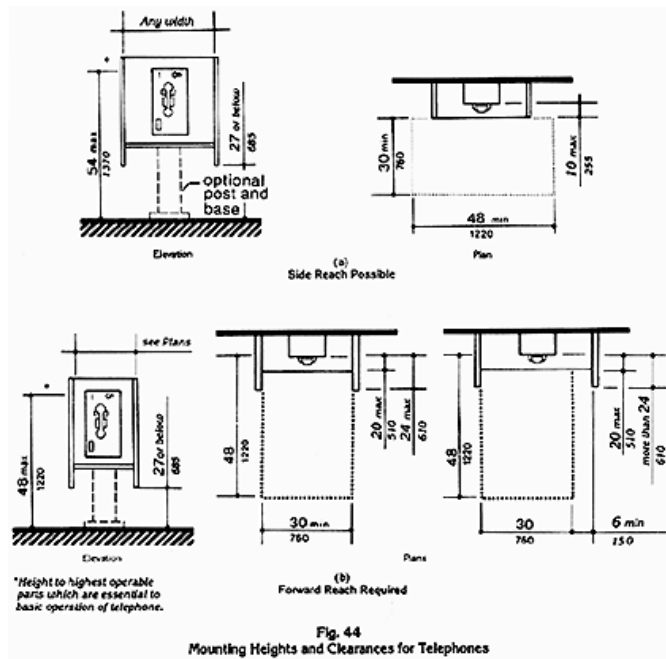


## DAROFFDESIGN

### Public Telephones:

While many property owners and operators have removed pay phones from their premises, for property where pay phones are provided, 1 accessible pay phone per floor or 1 accessible pay phone per bank of phones needs to be wheelchair accessible.

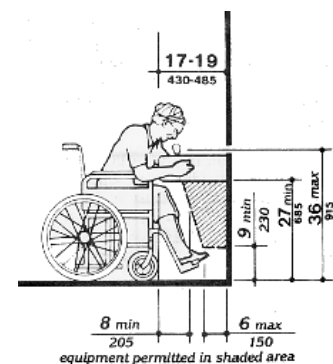
- ( ) Check that the coin slot is no higher than 48"-54" above the floor
- ( ) Check that operable features are no higher than 48"-54" from the floor
- ( ) Check for 30 x 48 " approach
- ( ) Check for Volume controls
- ( ) Check that Phone cord is at least 29" long
- ( ) Check that in a bank of 3 (or 4) phones, one is provided with a shelf and outlet for a telephone typewriter text phone (TTY)



### Drinking fountains

Drinking fountains where provided shall be along an accessible route and at least one drinking fountain shall be provided with accessible features. Daroff Design recommends placing drinking fountains in wall niches to reduce hazards to those in a wheelchair at the drinking fountain and to reduce water spillage along the accessible route.

- ( ) Check that the spout is no more than 36" above the floor
- ( ) Check that the spout is no more than 3 1/2" from the front of the unit
- ( ) Check the 4" projection rule along the accessible route
- ( ) Check for the 30" x 48" accessible area in front of drinking fountains





### Signs:

The newly published ADAAG and the various accessibility codes and ordinances contain many pages of very specific design guidelines for accessible signage features, locations and dimensions. Only frequent design errors are noted here for ready reference:

- Check that accessible parking spaces are designated with required signage
- Check that accessible guest drop off zones are designated with required signage
- Check for accessible signage for all accessible rooms and spaces
- Check that room signs are mounted to the wall not the door, on the latch side of the door and 60" high for: guest rooms, restaurants, ballrooms, meeting rooms, toilet rooms, gift shop, retail shops, and other guest amenities, mechanical and electrical rooms, stairways, fire exits and areas of refuge
- Check that elevator floor signs are mounted to each side (2) of the elevator doorframes
- Check that signs have raised letters and Braille
- Check that signs are not made of reflective materials and are painted with contrasting colors
- Check that signs do not protrude beyond the 4" Braille rule when mounted between 27" and 80" above the floor
- Check that elevator call button locations are compliant with this sketch....

### Emergency warning devices: (assume a central station alarm system)

Emergency warning devices are required for hard of hearing and sight impaired guests. The technology includes both strobe and audible alarms located at various heights to accommodate guests in wheel chair and those standing up.

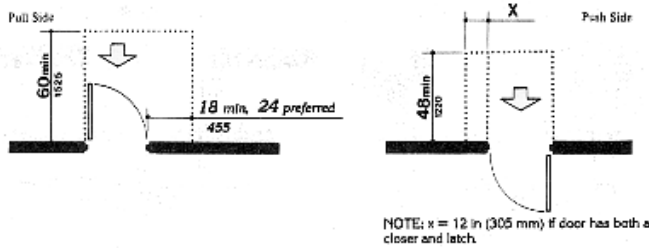
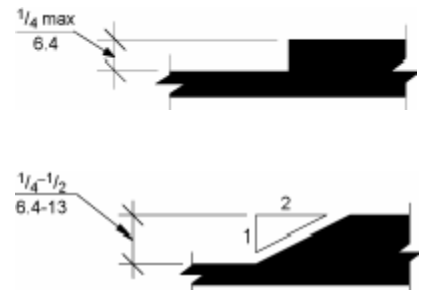
- Check for audible alarms with strobes on walls 80" above floor
- Check for alarms in restaurants, ballrooms, meeting rooms, toilet rooms, gift shop, retail shops, and other guest amenities, mechanical and electrical rooms, stairways, fire exits and areas of refuge
- Check Accessible Guest Rooms, for audible alarms and strobes and/or verify that alarm "kits" are available at the front desk for guests who are hearing or sight impaired
- Check for audible alarms in elevators



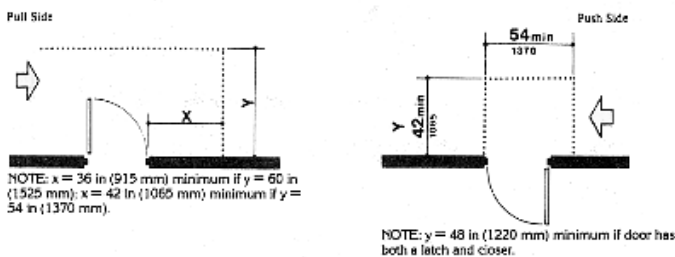
**Accessible doorways:**

All accessible rooms and areas within the facility need to be accessed along an accessible route and if a doorway is present along this accessible route the clear width of the doorway must be at least 32" wide and at least 18" is required to the strike side of the door so that a person in a wheel chair can access and function the door. Double doors with leaves that individually do not provide this 32" minimum opening do not comply (unless the double doors self open when approached). Daroff Design recommends accessible doorways throughout the facility.

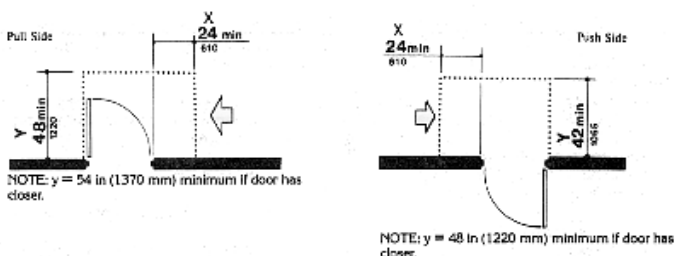
- ( ) Check each accessible guest room and each public space for accessible doorways
- 32" minimum opening between doorframe stops
- ( ) Check that double leaf doors also provide 32" minimum per leaf
- ( ) Check for the required 12" push strike side clearance
- ( ) Check for the required 18" pull strike side clearance
- ( ) Check for lever handle hardware mounted 34-48" above the floor
- ( ) Check door thresholds for trip condition (maximum height is 1/4") without a beveled edge treatment and then only for 1/2"
- ( ) Check guest room doors for security Peep Holes mounted at both 42" and 60" above the floor.
- ( ) Check that door closer hardware operates at no greater than 5 # of pull



(a) Front Approaches — Swinging Doors

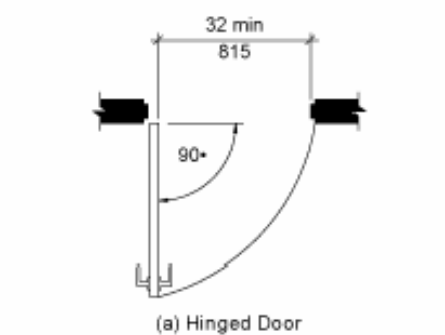


(b) Hinge Side Approaches — Swinging Doors

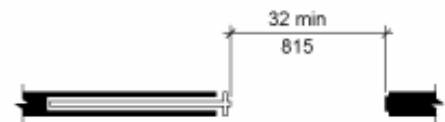


(c) Latch Side Approaches — Swinging Doors

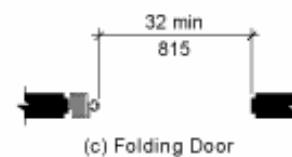
NOTE: All doors in alcoves shall comply with the clearances for front approaches.



(a) Hinged Door



(b) Sliding Door



(c) Folding Door



### **Guest Amenities:**

Guest amenities are to be accessible along an accessible route and designed with accessible features.

- ( ) Check these and other guest amenities for compliance with the 30 x 48" approach and 48-54" device height rules as well as other applicable accessible rules and key dimensions:

- Swimming pool
- Whirlpools
- Spas
- Steam Cabinets
- Dressing areas
- Bars
- Mini Bars – guest room refrigerators
- News Paper Stands
- Sundry Shop Counters and product displays
- ATM machines
- Speaker's podium
- Dias or speaker's platform
- Vending machines
- Garden and Patio areas
- Landscape promenade
- Outdoor recreational facilities
- Caddy Shacks and Pool Snack Bars
- Other Guest Amenities

### **Front Desk Counter heights**

- ( ) Check for a 36" counter height for guests in wheelchairs or a concierge desk or other accommodation for guests in wheelchairs

### **Coffee Shop Counter – Bar Counter – Condiment Counter**

- ( ) Check for 36" long section no higher than 36" above floor





**Food service and other assembly areas: (assume non-smoking throughout)**

The new ADAAG (206.2.5) requires that all food service guest areas in restaurants and cafeterias be on an accessible route, including all dining areas, including raised or sunken dining areas and also outdoor seating areas. There are exceptions to this rule allowing 25% of dining to be on a mezzanine in a building without an elevator and allowing for historic or adaptive reuse and alteration project sites where equal service and décor is provided in accessible dining areas. Daroff Design recommends that dining and bar areas be planned with no steps, mezzanines, raised, or sunken seating areas what so ever.

- ( ) Check that accessible seating areas are located along an accessible route at least 36" wide
- ( ) Check where no service is provided that 5% of fixed tables and counters are accessible
- ( ) Check for 27" knee space 19" minimum depth and 28-34" high counter or tabletops
- ( ) Check where a bar or counter service is provided a minimum 60" wide counter with 27" high 30" wide knee space 19" minimum depth and 28-34" high counter or that bar service is available at accessible tables in the same dining or bar room
- ( ) Check that if stand-up counters are provided that a wheel chair counter height area 60" wide is also provided
- ( ) Check at guest tables, that 5% of the seats are located so that a guest in a wheel chair can be accommodated by 27" high 30" wide knee space and 28-34" table height
- ( ) Check that self-service beverage and condiment counters are no higher than 54"
- ( ) Check that operational controls are no higher than 46" or 48" (for example napkin dispenser)
- ( ) Check that condiments and other amenities are within 10-24" from the condiment counter edge
- ( ) Check cafeteria design details to verify that the tray slides are no higher than 34" above the floor and queue lines at least 36" wide with 42" turn around at the approach
- ( ) Check that where wheel chair seating is provided, at least 30" is provided side-by-side and 36" from the front of the table to a back wall or rail
- ( ) Check if the beverage bar is higher than 34", that either a 60" portion of the bar is at an accessible height or that accessible table service is provided along an accessible route
- ( ) Check that for ballrooms and other assembly occupancies that accessible wheelchair spaces are available, clustered in groups with good site lines and according to the following count:

50 or fewer seats	2 wheelchair spaces
51-100	4
101 – 300	5
301 – 500	6
500+	6 + 1 more per 200 seats

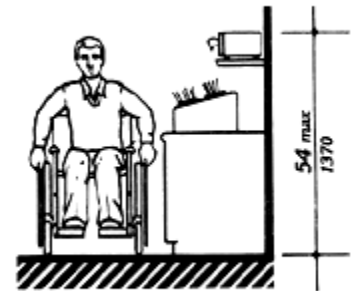


Fig. 54  
Tableware Areas

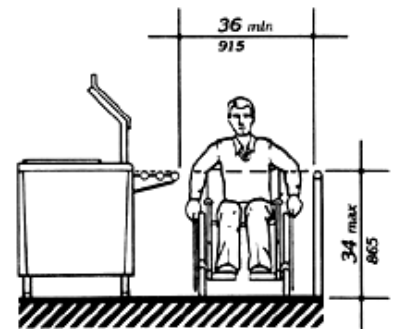


Fig. 53  
Food Service Lines

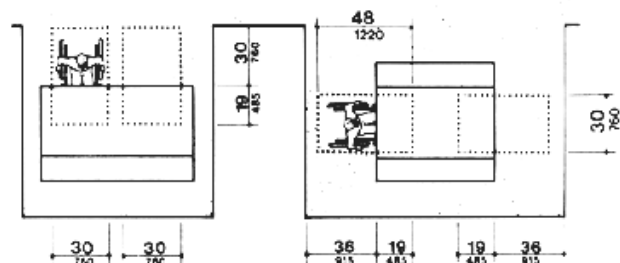
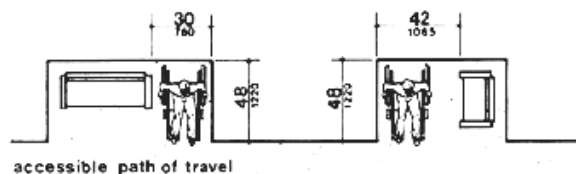


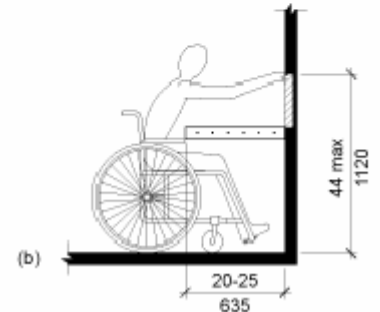
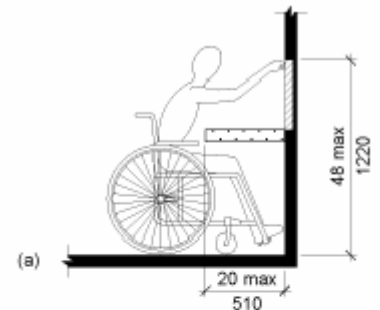
Fig. 45  
Minimum Clearances for Seating and Tables



### Electrical receptacles, switches and Fire Safety Devices:

Daroff Design recommends that all wall receptacles are located 18" above the floor, within 6' of appliance locations throughout the facility and that all switches are located along an accessible route and within 48-54" above the floor. Daroff Design also recommends night light type switches and occupancy sensor switches.

- ( ) Check for hotels and other check-in counters that an outlet for TTY equipment is also located within 4' of a telephone equipped for TTY equipment
- ( ) Check that receptacles at vanity counters are located no higher than 48" above the floor and where the reach is no deeper than 20"
- ( ) Check that receptacles at vanity counters are located no higher than 44" above the floor where the reach is deeper than 20"
- ( ) Check that coffee counter and vanity counter receptacles are GFI
- ( ) Check that all accessible outlets and switches are accessible within the 30" x 48" floor area of approach guideline
- ( ) Check that all self-service electrical equipment (coffee service machines, vending machines, micro waves, mini bars, etc) are located so that their operable features are accessible within the 48" – 54" height rule and the 30" x 48" accessible approach rule.
- ( ) Check that fire alarm system pull boxes are located at the 48-54" accessible height



### Back of House areas:

Daroff Design understands per ADAAG 4.1.1 (3) that back of house employee work areas must be designed so that employees with disabilities can approach enter and exit each work area, but that the work areas themselves do not require the maneuvering, access space or equipment elsewhere required ...unless assigned to an employee requiring a reasonable accommodation

- ( ) Check that all employees can access all work areas
- ( ) Check that time clocks, fire safety devices, emergency equipment, security equipment and all common work area equipment is accessible
- ( ) Check that coat closets and other common features are accessible

### Historic Preservation Facilities:

The new International Building Code (IBC 2003) and certain City codes where historic buildings provide opportunities for "adaptive re-use", provide for variances to ADAAG and local accessibility codes if reasonable accommodations are in conflict with historic preservation goals, objectives, means and methods.

Daroff Design recommends an "equal experience" for all guests (patrons), which suggests for a theatrical gated attraction type venue and/or for a restaurant or ballroom that all guests have access to the main gate, front door and/or grand entrance to the attraction or venue

- ( ) Check if any such variances have been obtained
- ( ) Check if any such variances are required
- ( ) Check that all guests have access to the front door or grand entrance



**Operational Issues:**

- ( ) Check that persons with disabilities can reserve accessible guest rooms in the same way and on the same terms as other guests
- ( ) Check that reservation and front desk staff receive training on accommodation for guests with disabilities, including information on the various types of accommodations
- ( ) Check that un-booked accessible guest rooms are held until the end of the day for possible late arrivals
- ( ) Check that rates for accessible guest rooms are the same as for other guest rooms of the same type
- ( ) Check that accessible features are kept in good repair
- ( ) Check that printed materials including menus are provided in Braille, large print or audio recordings
- ( ) Check that dogs (for the blind) are allowed and accommodated
- ( ) Check that the facility offers a sufficient number of TTY devices?
- ( ) Check that TTY devices are available at the front desk to communicate with an arriving deaf guest
- ( ) Check that guest room TV's offer close captioning
- ( ) Check that staff are trained to adjust accessible tub and shower seats
- ( ) Check that bell staff is available to assist disabled guests with their luggage
- ( ) Check that if the hotel offers limo or van service, that vehicles are available equipped with accessible features for guests with disabilities

## DAROFFDESIGN

### Key Accessibility Dimensions:

The various accessibility design guidelines proscribe these "key dimensions":

- 1/32" minimum raised sign letters
- ¼" maximum allowable change in floor surface without requiring a bevel (at a threshold)
- ½" maximum change in floor level before a curb ramp, ramp, elevator or platform lift is required
- maximum threshold change in floor level
- maximum carpet pile height
- maximum walkway (subway) grating spaces
- 1 ¼" minimum diameter of gripping surface of a hand rail
- 1 ½" clear space between handrail and a wall
- maximum diameter of gripping surface of a hand rail
- 2" height of graphic raised characters for elevator floor signage
- 4" maximum protrusion into an accessible route within 27" and 80" above the floor
- minimum stair riser
- 6" maximum rise of a ramp before handrails are required
- 7" maximum stair riser
- 8" minimum knee clearance below an accessible counter or table at 27" above the floor
- 9" minimum height of an accessible feature when a parallel accessible approach is available
- 11" minimum stair tread
- 12" extension of hand rails beyond the top riser
- minimum strike side push side dimension (if the door has a closer and a latch)
- minimum width of back wall toilet stall grab bar to either side of the center line of the toilet
- 15" minimum height of an accessible feature when only a forward accessible approach is available
- 17" minimum height of toilet seat
- maximum height of urinal rim
- 18" dimension from the water closet center line to the wall where the grab bar is mounted
- minimum strike side pull side dimension at a door opening
- 19" maximum height of toilet seat
- minimum height of toilet paper holder from the floor
- minimum knee clearance for accessible seating below a table or counter top
- 24" minimum grab bar width behind an accessible toilet
- minimum length for the two grab bars required on the long wall of an accessible tub with a seat
- 25" maximum knee clearance
- 27" minimum clearance below the apron of an accessible table or vanity counter top
- 29" minimum telephone hand set cord length
- 30" minimum knee space width under an accessible table
- maximum rise of an accessible ramp before a 60" resting place is required
- minimum height of a hand rail
- minimum check in counter work surface width
- 32" minimum passageway at a point (door clearance)
- 33" minimum height of grab bar for an accessible toilet
- 34" maximum height of a hand rail
- maximum height of a vanity mounted sink
- maximum height for an accessible cafeteria serving line tray slide or bar counter top
- 36" minimum passageway along an accessible route
- minimum sidewalk width along an accessible route
- minimum dimension from a bed to a wall or other furniture in an accessible guest room
- minimum width of a curb cut ramp exclusive of the flared sides
- minimum clear width of an accessible ramp
- maximum height of a grab bar for an accessible toilet
- minimum tactile warning texture along curbs and other obstructions along an accessible route
- minimum elevator door opening
- maximum height of an accessible drinking fountain water source
- minimum dimension from the edge of a table to a back wall

## **DAROFFDESIGN**

- 40" maximum height of accessible lavatory vanity mirror
- 42" center line of elevator hall call buttons
- 44" minimum width of a means of egress
- allowable projection beyond the street –property line for an accessible entry ramp in New York City
- 48" maximum height of accessible toilet flush control (locate control on the wide side of the stall)
- maximum height of an accessible feature when only a forward accessible approach is available
- minimum passenger loading zone access aisle in New York City
- minimum floor space between two hinged or pivoting doors in a series (from edge or door to face of door)
- minimum corridor width for a corridor with double loaded doors to either side swinging into the rooms
- maximum dimension of toilet paper holder from back wall of toilet stall
- minimum length of two grab bars along the long wall of an accessible tub without a seat
- minimum push side maneuvering clearance (in a doorway alcove)
- 54" maximum height of an accessible feature when a parallel accessible approach is available
- for instance a telephone, vending machine or paper towels in a toilet room
- minimum dimension from back of toilet stall to the front of the grab bar
- maximum height of a coat closet bar in an accessible guest room
- maximum height for accessible tableware and condiment counters
- 60" minimum passageway for two wheelchairs to pass by each other
- space required for a wheelchair to turn around 180 degrees
- minimum turning space for a wheelchair
- minimum accessible aisle to access an accessible parking space or drop off zone
- minimum length of a landing or level resting place along an accessible ramp
- height of elevator floor designation signage on each side of elevator door jamb
- minimum shower hose
- minimum accessible width for an accessible portion of a bar or buffet type serving counter
- minimum pull side maneuvering clearance (in a doorway alcove)
- 72" centerline of elevator hall lantern fixtures
- 80" minimum head room along an accessible route
- 96" minimum parking space width
- minimum accessible aisle to access an accessible van parking space or drop off zone
- 98" garage door clearance height where a parking garage with accessible parking is provided
- 108" minimum head clearance under a porte cochere at an accessible passenger loading zone
- 114" minimum head room clearance for an accessible van
- 240" minimum length of passenger loading zone
  
- 30x48" minimum clear floor space to accommodate a wheelchair and its occupant
- 51x68" minimum accessible elevator cab interior floor platform dimensions
- 60x60" minimum switch back landing on an accessible ramp
- 60" diam minimum turn around space for a wheel chair
- 36x66" minimum accessible alternate water closet stall in New York City (with wall mounted WC and outward swinging door)
- 56x60" minimum clear floor space of a water closet stall
- 60x92" minimum accessible (end of row) toilet stall with inward swinging 32" clear opening stall door
- 36x36" minimum accessible shower stall (which can have 4" curbs)
- 30x60" minimum accessible roll-in shower stall (which can not have a front curb)
  
- 3000 sf maximum floor area above or below grade before an accessible elevator is required
  
- 1 in 2 allowable bevel for a change in floor level of up to 1" (at a threshold)
- 1 in 10 maximum slope of the flares of a curb cut
- 1 in 12 maximum running slope of a required ramp in new construction
- 1 in 20 maximum running slope before a ramp is required
- 1 in 48 maximum cross slope along an accessible route per ADAAG
- 1 in 50 maximum cross slope along an accessible route
  
- 3 sec minimum elevator door opening time
- 10 sec minimum opening time of automatic vanity sink faucet valves

## **DAROFFDESIGN**

- 5% calculation for accessible parking spaces ... 5% of all parking to be accessible
- calculation for accessible hotel guest rooms .... 5% of each type of guest room (or 1 whichever is less)
- 5 fc minimum level of illumination
- 15db an audible alarm must exceed background noise level by 15db
- 20db minimum level of audible signal for an elevator
- 5 lbf maximum push – pull to open a window or an interior door
- 7.5sf pp square footage per person in an A-2 pre function, night club or ballroom
- 8.5 lbf maximum push – pull to open an exterior door
- 15 sf pp square footage per person in an A-2 restaurant dining room

**End of this Check List 7 July 2004**