

REPORT TO THE CITY OF HELENA

Section 35: Neighborhood Center

October 2, 2015

Legend of Abbreviations

aff... above the finished floor (or
above the finished ground)
AR... Accessible Route
CIL... Change in Level
CFS... Clear Floor Space
lbf... Pounds of Force

Background

RAC staff conducted an access audit at the Neighborhood Center. Our findings are below.

- 1.1 **Parking** - [CHECKLIST] requires two more accessible spaces (checklist); all spaces lack aisles [NC194](#); slopes in stalls: 4.1% in van stall [NC188](#), [NC189](#); 4.1% in second stall [NC190](#), [NC191](#); 4.9% third stall [NC192](#), [NC193](#); some cracks and deterioration at head of stalls [NC195](#), [NC196](#); all signs mounted low [NC197](#), [NC198](#), [NC199](#).

Recommendations (Neighborhood Center is a site designated as accessible so 1.1.1 through 1.1.5 is integral to compliance with title II program access test):

- 1.1.1 **Create two or more** 8' accessible parking stalls, with one 5' adjacent access aisle, with proper signage and striping (checklist)
- 1.1.2 **Repaint** stalls and add access aisles to be 8' and 5' each (NC194)
- 1.1.3 **Repair or correct slope** of parking spaces and access aisles to max 2.08% in any direction (NC188, NC189, NC190, NC191, NC192, NC193)
- 1.1.4 **Resurface** stalls and access aisles to eliminate gaps and cracks (NC195, NC196)
- 1.1.5 **Raise** existing accessible parking signs so lowest end of bottom sign is min 60" aff (NC197, NC198, NC199)

Responsible Employee	Progress Towards Completion	Recommended Phase
Gery Carpenter Community Facilities Director 406/447-8484	(insert periodic notes regarding steps taken or work completed)	PHASE TWO

- 1.2 **Exterior Accessible Route** - [CHECKLIST] lacks detectable warning at vehicular way (checklist); 5" CIL to left entry from parking (checklist); 4.2% cross slope from parking stalls [NC203](#), [NC204](#); 5.8% running slope from parking [NC200](#), [NC201](#); air conditioner protrudes 7" [NC205](#), [NC206](#).

Recommendations (Neighborhood Center is a site designated as accessible so 1.2.1 through 1.2.5 is integral to compliance with title II program access test):

- 1.2.1 **Install compliant detectable warning** at transitions from walkways to vehicular ways as a smart practice (checklist)
- 1.2.2 **Repair, bevel, or ramp** CIL along AR (checklist)
- 1.2.3 **Correct or repair** sidewalk cross slope along AR to max 2.08% (NC203, NC204)
- 1.2.4 **Correct or repair** sidewalk running slope along AR to max 5% (NC200, NC201)
- 1.2.5 **Provide** cane detectable warning at base of air conditioner along the AR (NC205, NC206)

Responsible Employee	Progress Towards Completion	Recommended Phase
Gery Carpenter Community Facilities Director 406/447-8484	(insert periodic notes regarding steps taken or work completed)	PHASE TWO

1.3 Exterior Entry Signage - [CHECKLIST] accessible entry lacks symbol of access (checklist)

Recommendations (Neighborhood Center is a site designated as accessible so 1.3.1 is integral to compliance with title II program access test):

1.3.1 Mount signage at entrance designating it as accessible (checklist)

Responsible Employee	Progress Towards Completion	Recommended Phase
Gery Carpenter Community Facilities Director 406/447-8484	(insert periodic notes regarding steps taken or work completed)	PHASE TWO

1.4 Exterior Entry Doors - [CHECKLIST]

Maneuvering Clearance: kitchen hall exit- 4.2% exterior slope [NC6](#), [NC7](#); mail room exit- storage on push side [NC46](#); preschool entry double- 4% slope exterior [NC226](#), [NC227](#); preschool entry near 102- 14.5" to wall on pull side [NC247](#), [NC248](#); and 8.4% slope on pull side [NC249](#), [NC250](#); top level north entry- chair on push side [NC210](#); preschool corridor exit south toward playground- wall on push side [NC283](#); preschool 121 exit- storage on push side [NC288](#); and play piece on pull side [NC292](#)

Change in Level: mail room exit- .75" [NC47](#), [NC48](#); preschool corridor exit south toward playground- 1.5" [NC280](#), [NC281](#); preschool 121 exit- 3" [NC290](#), [NC291](#)

Gaps: kitchen hall exit- 1" [NC8](#), [NC9](#)

Hardware: exit 200- small hardware (checklist); top level north entry- power door opener lacks CFS due to stairs [NC213](#); preschool corridor exit south toward playground- small on pull side [NC282](#); preschool 121 exit- knob (checklist)

LBF: 3 of 7 doors with closers exceeds 8.5 lbf (checklist)

Closer: 3 of 7 doors with closers closes too quickly (checklist)

Series of Doors: preschool entry double- 39" between doors [NC228](#), [NC229](#); top level north entry- 46" between doors [NC211](#)

Recommendations (Neighborhood Center is a site designated as accessible so 1.4.1 through 1.4.6 is integral to compliance with title II program access test):

NOTE: providing maneuvering clearance is sometimes accomplished by removing temporary barriers such as garbage cans or chairs, or removing and rehanging doors to open in opposite direction, removing closers, providing power door openers, or other similar means. For reference to the technical standards for doorway maneuvering clearance, see Chapter 4, [section 404](#) of the 2010 Standards.

- 1.4.1 For all doors along the public circulation route, **correct or repair slope** at doorway landing to max 2.08% in any direction for level CFS (NC6, NC7, NC226, NC227, NC249, NC250)
- 1.4.2 For all doors along the public circulation route, **relocate storage, furniture, and other obstacles** to create 60" maneuvering space around doors (NC46, NC210, NC288, NC292)
- 1.4.3 For all doors along the public circulation route, **provide** required maneuvering clearance on push and pull side of doors (NC247, NC248, NC283)
- 1.4.4 For all doors along the public circulation route, **repair, bevel, or ramp CIL** at door entries to max .25" (NC47, NC48, NC280, NC281, NC290, NC291)
- 1.4.5 For all doors along the public circulation route, **fill and maintain** gaps at doorways to max .5" (NC8, NC9)
- 1.4.6 For all doors along the public circulation route, **replace hardware** with lever hardware where indicated (NC213, NC282, checklist)
- 1.4.7 For all doors along the public circulation route, **inspect, adjust, and maintain** 8.5 lbf to open exterior doors as a smart practice (checklist)
- 1.4.8 For all doors along the public circulation route, **inspect, adjust, and maintain** closing speed on door closers (checklist)
- 1.4.9 For all doors along the public circulation route, **install a power door opener** that opens both sets of doors simultaneously, keeping them open for an adequate amount of time to allow patrons entry, in the alternative, relocate second set of doors at least 80" from the first set (NC228, NC229, NC211)
- 1.4.10 **Upon renovation;** make above corrections to employee only doors

Responsible Employee	Progress Towards Completion	Recommended Phase
Gery Carpenter Community Facilities Director 406/447-8484	(insert periodic notes regarding steps taken or work completed)	PHASE TWO

- 1.5 **Elevator or Lift** - [\[CHECKLIST\]](#) call buttons 52.5" aff [NC458](#), [NC459](#); handrails 38" aff [NC465](#); communication system requires voice communication [NC462](#), [NC463](#), [NC464](#), [NC465](#); communication system compartment requires more than 5lbf to operate [NC462](#); elevator interior dimensions fail [NC460](#), [NC461](#)

Recommendations (Neighborhood Center is a site designated as accessible so 1.5.1 through 1.5.4 is integral to compliance with title II program access test):

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- 1.5.1 **Remount** call buttons to max 48" to the center (NC458, NC349)
- 1.5.2 **Remount handrails** to 32" to 36" aff (NC465)
- 1.5.3 **Replace** communication system with one operable without voice communication and adjust operable part to max 5 lbf to use (NC462, NC463, NC464, NC465)
- 1.5.4 **Leave as is**, interior dimension; infeasible to correct (NC460, NC461)

Responsible Employee	Progress Towards Completion	Recommended Phase
Gery Carpenter Community Facilities Director 406/447-8484	(insert periodic notes regarding steps taken or work completed)	PHASE TWO

TOP FLOOR

1.6 Interior Doors - [CHECKLIST]

Maneuvering Clearance: kitchen from dining room- storage on both sides [NC3](#), [NC4](#); dining room to kitchen hall- 6.5" to cabinet on pull side [NC13](#), [NC14](#); and salad bar on push side [NC15](#); card room 204A- cabinet on pull side [NC24](#); and magazine rack on push side [NC23](#); Julie's office by elevator (206)- table back on pull side [NC69](#); men's restroom- 38.5" to wall on pull side [NC26](#), [NC27](#); janitor room- narrow on pull side (checklist); women's restroom- 39" to wall on pull side [NC28](#), [NC29](#); room 203- desk on pull side [NC30](#); room 203 to reception- bookcase on pull side [NC31](#); room 205 reception- chair on push side [NC33](#); room 207A- desk on pull side (checklist); room 218A- desk on pull side [NC39](#), [NC40](#); room 218B- desk on pull side [NC56](#), [NC57](#); and cabinet on push side [NC41](#); hall door to mail room- 10.5" to wall on pull side and hallway too narrow [NC42](#), [NC43](#); room 218D- storage and chair on pull side [NC70](#); office 218C- storage on push side and desk on pull [NC44](#), [NC45](#); mail room restroom- garbage on pull side [NC50](#); and storage on push side [NC49](#); office 218H- chair on pull side [NC51](#); room 218J- chair on pull side [NC54](#); office 218G- chair on pull side (checklist); office 218I- storage on pull side [NC55](#); office 216B- file cabinet on pull side [NC58](#), [NC59](#); room 214B from head start hallway- 14" to file cabinet on pull side [NC63](#); room 214D- desk and garbage can on pull side [NC64](#); room 214B from hall- book shelf on pull side [NC60](#); office 214C- shelf on pull side [NC65](#); room 212C- storage on pull side (checklist); room 212B- bookcase on pull side (checklist); room 210C- chair on pull side (checklist); room 210A from main hall- table and chairs back on pull side [NC174](#); 210A from head start- chairs and table back on pull side [NC174](#); waiting room 208A- couch on pull side [NC66](#); room 208C- chair on pull side (checklist); room 208B- file cabinet on pull side [NC67](#); room 206- storage on pull side [NC68](#); north entry- chair on pull side [NC214](#); 208A waiting area- 14" to couch on pull side [NC215](#), [NC216](#); and chair back on pull side [NC217](#)

Dimension (32"X80"): room 207A- 27.5" wide [NC34](#), [NC35](#)

Hardware: 38 doors fail [NC1](#), [NC2](#), [NC5](#), [NC218](#), (checklist); senior center from bingo room- lock 61" aff [NC16](#), [NC17](#); north entry- power door controls lack CFS due to chairs (checklist)

LBF: 6 of 7 doors with closers exceed 5 lbf (checklist)

Closer: 2 of 7 doors with closers close too quickly (checklist)

Side Lights: office 218H - 56.25" aff [NC52](#), [NC53](#); office 218G- 56.25" aff (checklist)

Recommendations (Neighborhood Center is a site designated as accessible so 1.6.1 through 1.6.11 is integral to compliance with title II program access test):

NOTE: providing maneuvering clearance is sometimes accomplished by removing temporary barriers such as garbage cans or chairs, or removing and rehanging doors to open in opposite direction, removing closers, providing power door openers, or other similar means. For reference to the technical standards for doorway maneuvering clearance, see Chapter 4, [section 404](#) of the 2010 Standards.

- 1.6.1 For all doors along the public circulation route, **relocate storage, furniture, and other obstacles** to create 60" maneuvering space around doors (NC3, NC4, NC15, NC23, NC69, NC30, NC31, NC33, NC29, NC40, NC56, NC57, NC41, NC70, NC44, NC45, NC50, NC49, NC51, NC54, NC55, NC58, NC59, NC63, NC64, NC60, NC65, NC174, NC66, NC67, NC68, NC214, NC215, NC216, NC217, checklist)
- 1.6.2 For all doors along the public circulation route, **provide** required maneuvering clearance on push and pull side of doors (NC13, NC14, NC24, NC26, NC27, NC28, NC29, NC42, NC43, checklist)
- 1.6.3 **Leave as is**, maneuvering clearance in closet or storage, correction is technically infeasible (checklist)
- 1.6.4 For all doors along the public circulation route, **replace** door with one having 32" clear width (NC34, NC35)
- 1.6.5 For all doors along the public circulation route, **replace hardware** with lever hardware where indicated (NC1, NC2, NC5, NC218, checklist)
- 1.6.6 For all doors along the public circulation route, **relocate hardware** mounted 34" to 48" aff (NC16, NC17)
- 1.6.7 For all doors along the public circulation route, **relocate storage, furniture, and other obstacles** from CFS at power door controls (checklist)
- 1.6.8 For all doors along the public circulation route, **inspect, adjust, and maintain** 5 lbf to open interior doors (checklist)
- 1.6.9 For all doors along the public circulation route, **inspect, adjust, and maintain** closing speed on door closers (checklist)
- 1.6.10 For all doors along the public circulation route, **replace doors** with ones having sidelight viewing windows max 43" aff (NC52, NC53, checklist)
- 1.6.11 For employee only doors; make above corrections **upon renovation**

Responsible Employee	Progress Towards Completion	Recommended Phase
Gery Carpenter Community Facilities Director 406/447-8484	(insert periodic notes regarding steps taken or work completed)	PHASE TWO

1.7 Interior Accessible Route (includes common area and stairs) -
[\[CHECKLIST-INTERIOR\]](#) [\[CHECKLIST-STAIRS\]](#)

Interior Route: fewer than 60% of public entrances accessible (checklist); head start hallway narrows due to chair storage [NC72](#); reach range: brochures [NC339](#); CC machine 58" aff; [NC341](#), [NC342](#); fire pull 58" aff [NC343](#), [NC344](#); fire extinguisher [NC345](#); hooks [NC348](#), [NC349](#); and fire pull 62.5" aff [NC350](#), [NC351](#); CFS: white board on dining room door [NC14](#); fire extinguisher [NC338](#); and light switch over stairs [NC353](#); fire extinguisher protrudes near office 204C [NC74](#); duct work under stairs obstructs overhead clearance [NC352](#); drinking fountains fail at all locations [NC71](#), [NC73](#), [NC336](#), [NC340](#), [NC355](#); stools and storage obstruct CFS at drinking fountain [NC337](#), [NC346](#), [NC347](#), [NC354](#)

Recommendations (Neighborhood Center is a site designated as accessible so 1.7.1 through 1.7.7 is integral to compliance with title II program access test):

- 1.7.1 **See 1.4 above** for correction to exterior doors (checklist)
- 1.7.2 **Remove and relocate** storage to maintain 36" clearance in hallway (NC72)
- 1.7.3 **Lower operating mechanisms** along the interior AR to max 48" aff to the highest operable part (NC339, NC341, NC342, NC343, NC344, NC345, NC348, NC349, NC350, NC351)
- 1.7.4 **Remove, or relocate storage** in CFS at fixtures and operable parts along the AR (NC14, NC338, NC353)
- 1.7.5 **Relocate protruding objects** along the interior AR or place cane detectable warning or bollard at foot of protrusions (NC74, NC352)
- 1.7.6 **Replace drinking fountains** with hi-lo bowl fountains (NC71, NC73, NC336, NC340, NC355)
- 1.7.7 **Remove or relocate storage** in CFS at drinking fountains (NC337, NC346, NC347, NC354)

Responsible Employee	Progress Towards Completion	Recommended Phase
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Stairs:

Risers: north- top step 7.5" [NC490](#); south- bottom steps vary 7.25"-7.5" [NC498](#), [NC499](#), [NC471](#), [NC472](#); second level lobby to 109 mechanical- vary 5"-5.5" [NC482](#), [NC483](#), [NC484](#)

Treads: all- treads lack detectable warning and visual contrast (checklist); north- carpet pulling off of one level [NC493](#); south- depths vary 11.75"-11.25" [NC473](#), [NC474](#), [NC475](#); second level lobby to 109 mechanical- depths vary 11"-13" [NC485](#), [NC486](#), [NC487](#)

Handrails: north- handrail extensions fail at top of run [NC496](#); handrail 33" aff on one side [NC493](#), [NC494](#); and gripping surface too large [NC495](#); south- handrail extensions fail on top and bottom of run [NC479](#), [NC481](#); handrail 32" aff [NC476](#), [NC477](#); and gripping surface too large [NC478](#); second level lobby to 109 mechanical- handrail extensions fail at top and bottom of run [NC489](#), checklist; gripping surface heights fail (checklist); and gripping surface too large (checklist)

Recommendations (Neighborhood Center is a site designated as accessible so 1.7.1 through 1.7.6 is integral to compliance with title II program access test):

- 1.7.1 **Correct riser heights** on stairs to consistent height between 4" to 7", leave as is if technically infeasible (NC490, NC498, NC499, NC471, NC472, NC482, NC483, NC484)

- 1.7.2 **Install** detectable warning strip on top tread of each stairway as a smart practice (checklist)
- 1.7.3 **Create** visual contrast at leading 2" edge of treads (checklist)
- 1.7.4 **Secure** carpet on stairs to prevent trip hazard (NC493)
- 1.7.5 **Correct tread depth** on stairs to 11" minimum and consistent, leave as is if technically infeasible (NC473, NC474, NC475, NC485, NC486, NC487)
- 1.7.6 **Install** handrails on both sides of stairway, mounted 34" to 38" aff with top and bottom extensions and having a 1.25" – 2" in diameter, or a non-circular grip that has a perimeter dimension of 4"- 6.25" max (NC496, NC493, NC494, NC495, NC479, NC481, NC476, NC477, NC478, NC489, checklist)

Responsible Employee	Progress Towards Completion	Recommended Phase
Gery Carpenter Community Facilities Director 406/447-8484	(insert periodic notes regarding steps taken or work completed)	PHASE TWO

1.8 Public Designated Use Spaces (includes classrooms, meeting rooms, special purpose rooms, and other spaces intended for use by the public) - [CHECKLIST]

36" Access Aisle: conference room 210A- table and chairs reduce to 19.5" [NC175](#), [NC176](#)

60" Turning Space: conference room 210A- table and chairs obstruct (checklist)

Protruding Objects: dining room- coat rack [NC124](#), [NC125](#); and paper towel dispenser [NC132](#), [NC133](#); senior center- coat hanger [NC19](#)

Clear Floor Space: dining room- fire extinguisher [NC127](#); and window air conditioners [NC128](#), [NC129](#); senior center- air conditioner [NC20](#); conference room 210A- white board/screen [NC179](#)

Reach Range: dining room- fire extinguisher handle 55.5" aff [NC126](#), [NC127](#); and coffee controls 57.5" aff [NC130](#), [NC131](#); senior center- hangers 56.5" aff [NC21](#), [NC22](#); reception- coffee controls 54.5" aff [NC143](#), [NC144](#); reception- hooks on doors (checklist); and key box [NC170](#), [NC171](#); conference room 210A- phone 57" aff [NC177](#), [NC178](#)

Operable Parts: dining room- fire extinguisher handle small [NC126](#), [NC127](#); reception- hooks on doors (checklist)

Work Surfaces: card room- puzzle table lacks knee clearance [NC137](#), [NC138](#)

Sinks: card room- 36" aff [NC135](#), [NC136](#)

Recommendations (Neighborhood Center is a site designated as accessible so 1.8.1 through 1.8.8 is integral to compliance with title II program access test):

- 1.8.1 **Relocate obstacles** to create AR through spaces indicated (NC175, NC176)
- 1.8.2 **Relocate obstacles** to create turning space in spaces indicated (checklist)
- 1.8.3 **Relocate protruding objects** in spaces indicated or place cane detectable warning or bollard at foot of protrusions (NC124, NC125, NC132, NC133, NC19)
- 1.8.4 **Remove, or relocate storage** in CFS at fixtures and operable parts (NC127, NC128, NC129, NC20, NC179)
- 1.8.5 **Lower operating mechanisms** in spaces indicated to max 48" aff to highest operable part; leave as is if employee only operated (NC126, NC127, NC130, NC131, NC21, NC22, NC143, NC144, NC170, NC171, NC177, NC178, checklist)
- 1.8.6 **Replace** operable parts to be operable without a tight pinch or grasp (NC126, NC127, checklist)
- 1.8.7 **Replace** work surface with one that provides required knee clearance (NC137, NC138)
- 1.8.8 **Lower** sink height to max 34" aff (NC135, NC136)

Responsible Employee	Progress Towards Completion	Recommended Phase
Gery Carpenter Community Facilities Director 406/447-8484	(insert periodic notes regarding steps taken or work completed)	PHASE TWO

1.9 Employee Offices and Spaces - [CHECKLIST]

36" Access Aisle: room 203- furniture obstructs (checklist); room 207A- reduces to 27.5" at desk [NC146](#), [NC147](#); copy room- reduces to 29.75" to mail room [NC148](#), [NC149](#); mail room- reduces to 27.5" to restroom and exit door due to storage [NC152](#), [NC153](#); office 218C- narrows to 33.5" at desk and cabinet [NC159](#), [NC160](#); office 218I- storage obstructs [NC165](#); office 218B and file area- 27.25" to access office and 24.5" once within office [NC166](#), [NC167](#), [NC168](#), [NC169](#); office 216B furniture obstructs (checklist); office 212C- narrows to 21" to desk (checklist); office 212B- narrows to 26" at desk (checklist); office 208B- narrows at table and garbage can [NC181](#)

60" Turning Space: room 207A- furniture obstructs (checklist); office 218C- chairs obstruct [NC162](#); office 218J- furniture [NC165](#); office 218G- furniture (checklist); office 218I- storage [NC165](#); office 218B and file area- file area too narrow and reduces to 49" to office (checklist); office 216B- furniture obstructs (checklist); office 214D- furniture obstructs (checklist); office 212B- furniture (checklist); office 210C- furniture obstructs (checklist); janitor room- too small [NC183](#); office 218D- furniture (checklist)

Protruding Objects: office 218H- shelf protrudes 11.5" [NC163](#), [NC164](#)

Clear Floor Space: room 203- first aid kit behind door [NC32](#); reception 205- air conditioners [NC141](#), [NC142](#); room 207A- key box [NC145](#); mail room- fire extinguisher [NC154](#); office 218I- storage obstructs all (checklist); office 218B and file area- too narrow (checklist); office 216B- air conditioner in window (checklist); office 214D- air

conditioner in window (checklist); office 212C- air conditioner behind desk (checklist); office 208C- whiteboard [NC180](#); janitor room- not large enough [NC183](#); room 204C- light switch behind desk and storage (checklist); room 218D- storage at light switch [NC187](#); office 206- white board [NC182](#)

Reach Range: room 203- first aid kit 67" [NC139](#), [NC140](#); room 207A- key box [NC145](#); copy room- hooks and thermostat high (checklist); mail room- fire extinguisher [NC154](#); and paper towel dispenser 59" aff [NC155](#), [NC156](#); office 218C- hooks and shelves (checklist); room 214B- hooks 63.25" aff [NC172](#), [NC173](#); office 214D- hooks on door (checklist); office 214C- hook on door (checklist); office 212C- hook on door (checklist); office 212B- hook on door (checklist); office 210C- hook on door (checklist); office 208C- hook on door (checklist); office 208B- hook on door (checklist); office 206- hooks on both doors (checklist); janitor room- supplies [NC185](#), [NC186](#); room 218D- hook on door (checklist)

Sink: mail room- 36.25" aff [NC157](#), [NC158](#)

Recommendations (Neighborhood Center is a site designated as accessible so 1.9.1 through 1.9.3 is integral to compliance with title II program access test):

- 1.9.1 Employee only area permit approach, entry, and exit, **relocate obstacles** to create AR through spaces indicated (NC146, NC147, NC148, NC149, NC152, NC153, NC159, NC160, NC165, NC166, NC167, NC168, NC169, NC181, checklist)
- 1.9.2 Employee only areas permit approach, entry, and exit, **relocate obstacles** to create turning space of 60" in spaces indicated (NC162, NC165, NC183, checklist)
- 1.9.3 For all other deficits, **leave as is**, employee work area pursuant to 2010 Standards 106.5 Defined Terms, until an employee with a disability works here (NC163, NC164, NC32, NC141, NC142, NC145, NC154, NC180, NC183, NC187, NC182, NC139, NC140, NC155, NC156, NC172, NC173, NC185, NC186, NC158, checklist)

Responsible Employee	Progress Towards Completion	Recommended Phase
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1.10 Assembly Areas - not applicable

1.11 Restrooms - [[CHECKLIST-MULTIPLE USERS-2](#)]

Both: lack signage directing patrons to accessible restroom (checklist); signage mounted on door (checklist); mirrors mounted 49" aff [NC90](#), [NC91](#); reach range: hooks high in both [NC97](#), [NC98](#), [NC104](#), [NC105](#); and tampon dispenser high in women's

[NC102](#), [NC103](#); lack accessible stalls [NC99](#), [NC106](#); protruding objects: paper towel dispensers in both [NC95](#), [NC96](#); and tampon dispenser in women's (checklist)

Men's: exposed pipe at sink lacks insulation (checklist); urinal mounted 24.5" aff [NC92](#), [NC93](#); urinal 12" deep [NC94](#), [NC93](#)

Women's: knee clearance at sink 24.5" aff [NC100](#), [NC101](#); baby changing table lacks CFS due to stall door swing [NC107](#), [NC108](#), [NC109](#)

Recommendations (Neighborhood Center is a site designated as accessible so 1.11.1 through 1.11.11 is integral to compliance with title II program access test): (Multiple Users)

- 1.11.1 Restroom not accessible, **acquire and mount** signage directing patrons to accessible restroom at both until renovated (checklist)
- 1.11.2 **Remount** signage on wall, latch side of the door, 48" to baseline of lowest character and 60" to baseline of highest character at both (checklist)
- 1.11.3 **Lower mirror** so reflective surface is max 40" aff in both (NC90, NC91)
- 1.11.4 **Lower hooks** in accessible stalls to max 48" aff in both (NC97, NC98, NC104, NC105)
- 1.11.5 **Lower** tampon dispenser to max 48" to highest operable part in women's (NC102, NC103)
- 1.11.6 **Create** a wheelchair accessible stall with grab bars and fixtures mounted in correct locations and at correct heights in both (NC99, NC106)
- 1.11.7 **Relocate or recess** protrusions to not interfere with general circulation path in both, protrusions can't be greater than 4" (NC95, NC96, checklist)
- 1.11.8 **Insulate exposed pipes** under one sink in men's (checklist)
- 1.11.9 **Replace** urinal with one having a 13.5" min depth mounted at max 17" to rim with flush controls max 48" aff in men's (NC92, NC93, NC94)
- 1.11.10 **Raise sink bowl** to provide 27" knee clearance, in the alternative, acquire a shallower model in women's (NC100, NC101)
- 1.11.11 **Relocate** baby changing table to provide required CFS in women's (NC107, NC108, NC109)

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[CHECKLIST-SINGLE USER]

Mailroom: lacks signage directing patron to accessible restroom (checklist); signage door mounted, has symbol of access but restroom has no access features [NC110](#); 41.5" clearance between toilet and sink [NC111](#), [NC112](#); seat 15.5" aff [NC113](#), [NC114](#); lacks grab bars (checklist); flush controls mounted on incorrect side (checklist); mirror mounted 51.5" aff [NC118](#), [NC119](#); exposed pipes at sink lack insulation [NC120](#); hook

64.5" aff [NC122](#), [NC123](#); cabinet protrudes over toilet [NC115](#), [NC116](#), [NC117](#); paper towel dispenser protrudes [NC121](#)

Recommendations (Neighborhood Center is a site designated as accessible so 1.11.1 through 1.11.10 is integral to compliance with title II program access test): (Single Users)

- 1.11.1 Restroom not accessible, **acquire and mount** signage directing patrons to accessible restroom until renovated (checklist)
- 1.11.2 **Remount** signage on wall, latch side of the door, 48" to baseline of lowest character and 60" to baseline of highest character (NC110)
- 1.11.3 **Leave as is**, lack of clearance around toilet, correction may be technically infeasible (NC111, NC112)
- 1.11.4 **Replace toilet seat, or re-set or replace toilet** to 17" to 19" aff (NC113, NC114)
- 1.11.5 **Acquire and mount** grab bars of compliant dimension and mounted in correct locations (checklist)
- 1.11.6 **Replace** toilet tank with one having flush mechanism on the open side, in the alternative, install an auto flush unit (checklist)
- 1.11.7 **Lower mirror** so reflective surface is max 40" aff (NC118, NC119)
- 1.11.8 **Insulate exposed pipes** under sink (NC120)
- 1.11.9 **Lower hook** to max 48" aff (NC122, NC123)
- 1.11.10 **Relocate or recess** towel dispenser and cabinet to not interfere with general circulation path, protrusions can't be greater than 4" (NC115, NC116, NC117, NC121)

Responsible Employee	Progress Towards Completion	Recommended Phase
Gery Carpenter Community Facilities Director 406/447-8484	(insert periodic notes regarding steps taken or work completed)	PHASE TWO

- 1.12 **Kitchen/Concessions** - [[CHECKLIST](#)] route reduces to 31" at center tables [NC75](#), [NC76](#); hand wash sink 36.75" aff [NC77](#), [NC78](#); dish wash sink 36" aff [NC79](#), [NC80](#); rinse sink 37.5" aff [NC81](#), [NC82](#); triple basin sink 35.75" aff [NC83](#), [NC84](#); exposed pipes lack insulation (checklist); sinks lack knee clearance due to low basins or storage (checklist); doors and table reduce route to less than 36" [NC85](#); oven hood 79" aff [NC86](#), [NC87](#); 1" gaps at holes in mats [NC89](#); first aid kit and outlets out of reach range [NC88](#)

Recommendations (Neighborhood Center is a site designated as accessible so 1.12.1 through 1.12.7 is integral to compliance with title II program access test):

- 1.12.1 **Relocate** tables to provide 36" route throughout (NC75, NC76, NC85)
- 1.12.2 **Lower** sink heights to max 34" aff (NC77, NC78, NC79, NC80, NC81, NC82, NC83, NC84)
- 1.12.3 **Insulate exposed pipes** under sinks (checklist)

- 1.12.4 **Provide** knee clearance at one of each type of sink (checklist)
- 1.12.5 **Raise** oven hood to min 80", or pad object to prevent hazard in overhead clearance (NC86, NC87)
- 1.12.6 **Replace** floor mats with ones that do not have gaps (NC89)
- 1.12.7 **Remount** operable parts to be within reach range of max 48" aff (NC88)

Responsible Employee	Progress Towards Completion	Recommended Phase
Gery Carpenter Community Facilities Director 406/447-8484	(insert periodic notes regarding steps taken or work completed)	PHASE TWO

1.13 Locker Rooms - not applicable

1.14 Aural and Visual Alarms - [CHECKLIST] alarms in common areas only, rooms and restrooms lack compliant alarm systems (checklist)

Recommendations (Neighborhood Center is a site designated as accessible so 1.14.1 through 1.14.2 is integral to compliance with title II program access test):

- 1.14.1 **Install audible and visual alarms** in rooms and spaces where alarms have been installed since 1992 (checklist)
- 1.14.2 Upon renovation **install audible and visual** alarms in all rooms and spaces (checklist)

Responsible Employee	Progress Towards Completion	Recommended Phase
Gery Carpenter Community Facilities Director 406/447-8484	(insert periodic notes regarding steps taken or work completed)	PHASE TWO

1.15 Directional and Permanent Space Signs - [CHECKLIST] some signage mounted high [NC356](#), [NC357](#), [NC360](#), [NC361](#); exit signage overhead illuminated only (checklist); some signage door mounted (checklist)

Recommendations (Neighborhood Center is a site designated as accessible so 1.15.1 through 1.15.3 is integral to compliance with title II program access test):

- 1.15.1 **Create template for signs** that addresses height of sign, size of characters, location of Braille, and other requirements (checklist)
- 1.15.2 **Implement a sign revision program** throughout the building, discriminating between directional signs and signs for permanent spaces (checklist)
- 1.15.3 **Mount signage** at all permanent rooms/spaces having Braille and the international symbol of accessibility, mounted 48" to baseline of lowest character and 60" to the baseline of the highest character sign and on the latch side of the door (NC356, NC357, NC360, NC361, checklist)

Responsible Employee	Progress Towards Completion	Recommended Phase
Gery Carpenter Community Facilities Director 406/447-8484	(insert periodic notes regarding steps taken or work completed)	PHASE TWO

1.16 Other - not applicable

MIDDLE FLOOR

1.6 Interior Doors - [CHECKLIST]

Maneuvering Clearance: door by ramp- wall on pull side [NC230](#), [NC231](#); room 102- storage on push side [NC233](#); and wall on pull side [NC235](#), [NC236](#); wiggle room (105)- shelf on push side [NC237](#); room 103- 17.5" to wall on pull side [NC238](#), [NC239](#); and chair back on push side [NC240](#); room 103 office- bean bag chair on pull side [NC241](#); boy's restroom- counter on pull side [NC242](#), [NC243](#); girls restroom- counter on pull side [NC244](#), [NC245](#); room 101- 17.5" to wall on pull side [NC251](#); and chair on push side [NC252](#); janitor room 108- washer on push side (checklist); speech room 110- wall on pull side [NC253](#), [NC254](#); Rocky Mountain preschool entry- storage on push side [NC277](#); and 11.5" to cubbies on pull side [NC276](#), [NC277](#); preschool room 121- 16" to cubbies on pull side [NC278](#), [NC279](#); preschool 121 restrooms (both)- interior fixtures [NC285](#); and storage on both sides (checklist); preschool office 122- chair on pull side [NC293](#); preschool 122 east door- wall on pull side [NC294](#), [NC295](#); parent room 117 west door- cabinet on push side [NC296](#); room 112 preschool to hall- shelf on pull side [NC298](#), [NC299](#); room 114 classroom- storage on pull side [NC302](#); resource library- cannot open to 90 degrees due to storage on pull side [NC304](#); parent room 117- chair on pull side [NC308](#), [NC309](#); work room 119- shelf on pull side [NC314](#); storage 118- storage on pull side [NC318](#); janitor room 113- drinking fountain on push side [NC321](#); and storage on pull side [NC319](#); mechanical room- cannot open to 90 degrees due to storage [NC326](#); mechanical room to boiler room- equipment on push side [NC327](#); boiler room to kitchen- wall on both sides [NC328](#), [NC329](#)

Dimension (32"X80"): speech room 110- recessed door not wide enough [NC254](#); preschool 121 restrooms (both)- 21" wide [NC284](#), [NC285](#)

Hardware: 13 doors fail [NC305](#), [NC316](#), [NC320](#) (checklist)

LBF: 18 of 18 doors with closers exceed 5 lbf (checklist)

Closer: 7 of 18 doors with closers close too quickly (checklist)

Side Lights: room 112 to other preschool room- 47.5" aff [NC300](#), [NC301](#); resource library- 57" aff [NC306](#), [NC307](#); parent room 117- 57" aff [NC310](#); work room 119- 57" aff [NC313](#); storage room 118- 57" aff [NC316](#)

Recommendations (Neighborhood Center is a site designated as accessible so 1.6.1 through 1.6.9 is integral to compliance with title II program access test):

NOTE: providing maneuvering clearance is sometimes accomplished by removing temporary barriers such as garbage cans or chairs, or removing and rehanging doors to open in opposite direction, removing closers, providing power door openers, or other similar means. For reference to the technical standards for doorway maneuvering clearance, see Chapter 4, [section 404](#) of the 2010 Standards.

1.6.1 For all doors along the public circulation route, **provide** required maneuvering clearance on push and pull side of doors ([NC230](#), [NC231](#), [NC235](#), [NC236](#), [NC238](#), [NC239](#), [NC242](#), [NC243](#), [NC244](#), [NC245](#), [NC251](#), [NC253](#), [NC254](#),

- NC276, NC277, NC278, NC279, NC285, NC294, NC295, NC321, NC327, NC328, NC329, checklist)
- 1.6.2 For all doors along the public circulation route, **relocate storage, furniture, and other obstacles** to create 60" maneuvering space around doors (NC233, NC237, NC240, NC241, NC252, NC277, NC293, NC296, NC298, NC299, NC302, NC304, NC308, NC309, NC314, NC318, NC319, NC326, checklist)
 - 1.6.3 For all doors along the public circulation route, **widen doors** to 36" for recessed doors (NC254)
 - 1.6.4 For all doors along the public circulation route, **widen doors to 32"** for any doors indicated (NC284, NC285)
 - 1.6.5 For all doors along the public circulation route, **replace hardware** with lever hardware where indicated (NC305, NC316, NC320, checklist)
 - 1.6.6 For all doors along the public circulation route, **inspect, adjust, and maintain 5 lbf** to open interior doors as a smart practice (checklist)
 - 1.6.7 For all doors along the public circulation route, **inspect, adjust, and maintain** closing speed on door closers (checklist)
 - 1.6.8 For all doors along the public circulation route, **replace doors** with ones having sidelight viewing windows max 43" aff (NC300, NC301, NC306, NC307, NC310, NC313, NC316)
 - 1.6.9 **Upon renovation**; make above corrections to employee only doors

Responsible Employee	Progress Towards Completion	Recommended Phase
Gery Carpenter Community Facilities Director 406/447-8484	(insert periodic notes regarding steps taken or work completed)	PHASE TWO

1.7 Interior Accessible Route (includes common area and stairs) - [CHECKLIST-RAMPS]

Interior Route: see above

Service Counter: see above

Stairs: see above

Ramps: handrail extensions too short on one side at top and bottom [NC467](#), [NC468](#), [NC469](#); lacks second set of handrails [NC469](#)

Recommendations (Neighborhood Center is a site designated as accessible so 1.7.1 through 1.7.2 is integral to compliance with title II program access test):

- 1.7.1 **Replace handrails** with ones with compliant handrail extensions (NC467, NC468, NC469)
- 1.7.2 **Install** lower set of handrails mounted between 20"-28" aff for child usage as a smart practice (NC469)

Responsible Employee	Progress Towards Completion	Recommended Phase
Gery Carpenter Community Facilities Director 406/447-8484	(insert periodic notes regarding steps taken or work completed)	PHASE TWO

1.8 Public Designated Use Spaces (includes classrooms, meeting rooms, special purpose rooms, and other spaces intended for use by the public) - [CHECKLIST]

36" Access Aisle: room 102- reduces to 18" at chalkboard [NC362](#), [NC363](#); room 101- reduces around tables to back [NC381](#), [NC382](#); preschool room 121- narrows at frame and gate to enter kitchen [NC417](#), [NC418](#), [NC419](#), [NC420](#); preschool storage- storage obstructs [NC421](#), [NC422](#), [NC425](#), [NC426](#); and door frame [NC423](#), [NC424](#); preschool 122- fails (checklist)

80" Overhead: room 101- some decorations low [NC383](#); preschool room 121- shade obstructs overhead clearance [NC429](#)

60" Turning Space: preschool storage- not large enough [NC421](#), [NC425](#), [NC426](#)

Protruding Objects: room 102- projector [NC364](#), [NC365](#); room 105- paper towels will protrude if shelf moved [NC371](#); room 101- projector [NC384](#), [NC385](#); preschool room 122- TV shelf [NC433](#); parent room 117- hooks [NC436](#)

Floor Surfaces: room 102- carpets loose (checklist); room 103- some loose rugs/mats (checklist); room 101- carpets (checklist); room 105- CIL at mats [NC372](#), [NC373](#); preschool room 122- carpet not secured [NC434](#)

Clear Floor Space: room 102- fails (checklist); room 103- sink [NC368](#); room 101- sink [NC386](#); preschool room 121- hooks and fire pull [NC428](#)

Reach Range: room 105- paper towel dispenser [NC374](#), [NC375](#); room 103- hooks [NC379](#), [NC380](#); room 101- first aid kit 65" aff [NC387](#), [NC388](#); preschool room 121- hooks [NC428](#); and fire extinguisher [NC431](#); parent room 117- hooks [NC436](#)

Operable Parts: speech room 110- projector screen pull string [NC392](#)

Work Surfaces: room 102- children's tables lack knee clearance [NC369](#), [NC370](#); room 101- children's tables lack knee clearance [NC389](#), [NC390](#); speech room 110- children's tables [NC393](#), [NC394](#); preschool 121- preschool tables low (checklist)

Sinks: room 105- 37" aff [NC376](#), [NC377](#); preschool room 121- lacks CFS due to step stools [NC430](#); parent room 117- both lack CFS [NC437](#), [NC438](#)

Recommendations (Neighborhood Center is a site designated as accessible so 1.8.1 through 1.8.12 is integral to compliance with title II program access test):

- 1.8.1 **Relocate obstacles** to create AR through spaces indicated (NC362, NC363, NC381, NC382, NC417, NC418, NC419, NC420, NC421, NC422, NC425, NC426, NC423, NC424, checklist)
- 1.8.2 **Raise obstructions** to min 80", or pad object to prevent hazard in overhead clearance (NC383, NC429)
- 1.8.3 **Relocate obstacles** to create turning space in preschool storage (NC421, NC425, NC426)
- 1.8.4 **Relocate protruding objects** in spaces indicated or place cane detectable warning or bollard at foot of protrusions (NC364, NC365, NC371, NC384, NC385, NC433, NC436)
- 1.8.5 **Secure** rugs to prevent trip hazard where indicated (NC434, checklist)
- 1.8.6 **Repair, bevel or ramp** CIL in rooms indicated (NC372, NC373)
- 1.8.7 **Remove, or relocate storage** in CFS at fixtures and operable parts (NC368, NC286, NC428)
- 1.8.8 **Lower operating mechanisms** in spaces indicated to max 48" aff to highest operable part; leave as is if employee only operated (NC374, NC375, NC379, NC380, NC387, NC388, NC428, NC431, NC436)
- 1.8.9 **Replace** projector pull screen with one that does not require tight pinch or grasp (NC392)
- 1.8.10 **Replace** one table in preschool rooms with one having an adjustable height for use by a child in a wheelchair (NC369, NC370, NC389, NC390, NC393, NC394, checklist)
- 1.8.11 **Lower** sink height to max 34" aff (NC376, NC377)
- 1.8.12 **Remove** storage from CFS at sink (NC430, NC437, NC438)

Responsible Employee	Progress Towards Completion	Recommended Phase
Gery Carpenter Community Facilities Director 406/447-8484	(insert periodic notes regarding steps taken or work completed)	PHASE TWO

1.9 Employee Offices and Spaces - [CHECKLIST]

36" Access Aisle: janitor room 113- storage obstructs (checklist); storage 118- storage obstructs [NC443](#)

60" Turning Space: janitor room- not large enough [NC391](#); janitor room 113- not large enough (checklist)

Clear Floor Space: preschool 122 office- switch [NC432](#)

Sink: storage 118- 36.5" aff [NC442](#)

Recommendations (Neighborhood Center is a site designated as accessible so 1.9.1 through 1.9.3 is integral to compliance with title II program access test):

- 1.9.1 Employee only area permit approach, entry, and exit, **relocate obstacles** to create AR through spaces indicated (NC443, checklist)
- 1.9.2 Employee only areas permit approach, entry, and exit, **relocate obstacles** to create turning space of 60" in spaces indicated (NC391, checklist)
- 1.9.3 For all other deficits, **leave as is**, employee work area pursuant to 2010 Standards 106.5 Defined Terms, until an employee with a disability works here (NC432, NC442)

Responsible Employee	Progress Towards Completion	Recommended Phase
Gery Carpenter Community Facilities Director 406/447-8484	(insert periodic notes regarding steps taken or work completed)	PHASE TWO

1.10 Assembly Areas - not applicable

1.11 Restrooms - [[CHECKLIST-MULTIPLE USERS-1](#)] [[CHECKLIST-MULTIPLE USERS-2](#)]

Both (Preschool Restrooms): lacks directional signage to accessible restrooms (checklist); mirrors mounted high [NC576](#), [NC605](#), [NC606](#); sinks lack knee clearance [NC575](#), [NC577](#), [NC603](#), [NC604](#); exposed pipes lack insulation (checklist); lack accessible stalls (checklist); ambulatory stalls incorrect dimensions [NC566](#), [NC574](#), [NC584](#), [NC585](#), [NC596](#), [NC597](#); ambulatory stall doors 30.5" wide, have noncompliant hardware, and are not self-closing [NC569](#), [NC570](#), [NC594](#), [NC595](#), [NC571](#), [NC572](#), [NC598](#), [NC599](#), [NC573](#); ambulatory grab bars do not extend 54" from rear wall [NC564](#), [NC565](#), [NC586](#), [NC589](#); routes narrow at 180 degree turn at entrance [NC561](#), [NC562](#), [NC563](#), [NC582](#), [NC583](#); paper towel dispensers protrude 9.5" [NC578](#), [NC579](#), [NC600](#), [NC601](#)

Men's (Preschool Restrooms): urinal mounted 24.5" aff [NC607](#); urinal lacks CFS due to stool [NC610](#); urinal flush control 51.5" aff [NC608](#), [NC609](#); ambulatory stall centerline 19.5" from side wall [NC592](#), [NC593](#); ambulatory grab bars mounted 31.75" aff [NC587](#), [NC588](#), [NC590](#), [NC591](#)

Recommendations (Neighborhood Center is a site designated as accessible so 1.11.1 through 1.11.10 is integral to compliance with title II program access test): (Preschool Restrooms)

- 1.11.1 Restroom not accessible, **acquire and mount** signage directing patrons to accessible restroom at both until renovations occur (checklist)
- 1.11.2 **Lower mirror** so reflective surface is max 40" aff in both (NC576, NC605, NC606)
- 1.11.3 **Raise sink bowl** to provide 27" knee clearance, in the alternative, acquire a shallower model in both (NC575, NC577, NC603, NC604)
- 1.11.4 **Insulate exposed pipes** under one sink in both (checklist)
- 1.11.5 **Create** a wheelchair accessible stall in place of ambulatory stall with grab bars and fixtures mounted in correct locations and at correct heights in both (NC566,

- NC574, NC584, NC585, NC596, NC597, NC564, NC565, NC586, NC589, NC592, NC593, NC587, NC588, NC590, NC591, checklist)
- 1.11.6 **Widen** accessible stall doors to 32" when opened to 90 degrees in both (NC569, NC570, NC594, NC595, NC571, NC572, NC598, NC599, NC573)
 - 1.11.7 **Replace** stall hardware with hardware operable without a tight pinch or grasp and **adjust** stall door to be self-closing in both (NC569, NC570, NC594, NC595, NC571, NC572, NC598, NC599, NC573)
 - 1.11.8 **Widen** route at turn to min 48" wide for clearance in both (NC561, NC562, NC563, NC582, NC583)
 - 1.11.9 **Relocate or recess** towel dispensers to not interfere with general circulation path in both, protrusions can't be greater than 4" (NC578, NC579, NC600, NC601)
 - 1.11.10 **Lower** urinal to be mounted at max 17" to rim with flush controls max 48" aff and remove step for CFS (NC607, NC610, NC608, NC609, NC610)

Responsible Employee	Progress Towards Completion	Recommended Phase
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Both (Lower Level): sinks lack knee clearance due to apron [NC541](#), [NC542](#), [NC553](#), [NC554](#); lack accessible stalls (checklist); paper towel dispensers protrude [NC549](#), [NC550](#), [NC557](#); slopes at drains: 6.2% in men's [NC547](#), [NC548](#); and 8.2% in women's [NC555](#), [NC556](#)

Men's (Lower Level): ambulatory stall latch is out of reach range [NC544](#); ambulatory stall 37" wide [NC545](#); ambulatory stall lacks push side hardware [NC546](#)

Women's (hall): Braille damaged on signage [NC551](#), [NC552](#)

Recommendations (Neighborhood Center is a site designated as accessible so 1.11.1 through 1.1.7 is integral to compliance with title II program access test): (Lower Level)

- 1.11.1 **Remove** under sink apron to create knee clearance at sinks in both (NC541, NC542, NC553, NC554)
- 1.11.2 **Create** a wheelchair accessible stall with grab bars and fixtures mounted in correct locations and at correct heights in both (checklist)
- 1.11.3 **Relocate or recess** towel dispensers to not interfere with general circulation path, protrusions can't be greater than 4" in both (NC549, NC550, NC557)
- 1.11.4 **Correct or repair** slope to max 5% running and 2.08% cross in both (NC547, NC548, NC555, NC556)
- 1.11.5 **Replace** stall door hardware of ambulatory stall with one that is within reach range in men's (NC544, NC546)
- 1.11.6 **Adjust** ambulatory stall to be 36" wide in men's (NC545)
- 1.11.7 **Replace** damaged signage at women's restroom (NC551, NC552)

Responsible Employee	Progress Towards Completion	Recommended Phase
Gery Carpenter Community Facilities Director 406/447-8484	(insert periodic notes regarding steps taken or work completed)	PHASE TWO

[CHECKLIST-SINGLE USER]

Both (Preschool 121): not large enough to be made accessible [NC558](#), [NC559](#)

Recommendations (Neighborhood Center is a site designated as accessible so 1.11.1 is integral to compliance with title II program access test): (Single Users)

1.11.1 **Leave as is**, inaccessible restrooms, and mount signage directing patrons to accessible restroom (NC558, NC559)

Responsible Employee	Progress Towards Completion	Recommended Phase
Gery Carpenter Community Facilities Director 406/447-8484	(insert periodic notes regarding steps taken or work completed)	PHASE TWO

1.12 Kitchen/Concessions - [\[CHECKLIST-PRESCHOOL\]](#) [\[CHECKLIST-KITCHEN\]](#)

Preschool Room 121: 39.5" between counters [NC513](#), [NC514](#); 36" clearance between oven and counter [NC508](#), [NC509](#); sink 36" aff [NC510](#), [NC511](#); sink lacks knee clearance due to base cabinets [NC511](#); oven controls fail [NC512](#); not wide enough for turning space (checklist); microwave out of reach range [NC512](#)

Kitchen: sink 36" aff [NC500](#), [NC501](#); sink hardware fails [NC502](#); base cabinets obstruct knee clearance at sink (checklist); appliances lack CFS [NC503](#), [NC504](#); oven hood 77" aff [NC505](#), [NC506](#); steps to boiler room (checklist); oven hood controls out of reach range [NC507](#)

Recommendations (Neighborhood Center is a site designated as accessible so 1.12.1 through 1.12.10 is integral to compliance with title II program access test):

- 1.12.1 **Renovate** preschool kitchen to provide 40" clear width between counters and fixtures (NC513, NC514, NC508, NC509)
- 1.12.2 **Lower** sink height to max 34" aff (NC510, NC511, NC500, NC501)
- 1.12.3 **Remove under sink cabinets** to provide knee and toe clearances under sinks (NC511, checklist)
- 1.12.4 **Replace** oven in preschool kitchen with one having controls on the front panel (NC512)
- 1.12.5 **Lower** microwave in preschool kitchen to be in reach range max 48" aff (NC512)

- 1.12.6 **Replace** sink hardware with lever hardware (NC502)
- 1.12.7 **Remove, or relocate storage** at fixtures and operable parts (NC503, NC504)
- 1.12.8 **Raise** oven hood to min 80", or pad object to prevent hazard in overhead clearance (NC505, NC506)
- 1.12.9 **Leave as is**, steps to boiler room, correction technically infeasible (checklist)
- 1.12.10 **Lower** hood controls to max 48" aff to highest operable part; leave as is if employee only operated (NC507)

Responsible Employee	Progress Towards Completion	Recommended Phase
Gery Carpenter Community Facilities Director 406/447-8484	(insert periodic notes regarding steps taken or work completed)	PHASE TWO

- 1.13 **Locker Rooms** - not applicable
- 1.14 **Aural and Visual Alarms** - see above
- 1.15 **Directional and Permanent Space Signs** - see above
- 1.16 **Other** - not applicable

LOWEST FLOOR

1.6 Interior Doors - [CHECKLIST]

Maneuvering Clearance: men's restroom- 11.75" to wall on push side [NC221](#), [NC222](#); and 12.5" to paper towel dispenser on pull side [NC219](#), [NC220](#); women's restroom- 14" to paper towel dispenser on pull side [NC223](#), [NC224](#); office 11- storage on pull side [NC259](#), [NC260](#); janitorial between restrooms- interior storage [NC261](#); telephone room- interior storage [NC264](#); conference room 13- table 53" back on pull side [NC268](#), [NC269](#); south vestibule storage- storage on push side [NC274](#)

Dimension (32"X80"): men's restroom- recessed door not wide enough (checklist); women's restroom- recessed door not wide enough (checklist); to stairwell near restrooms- push bar projects 5.25" [NC255](#), [NC256](#); south vestibule storage- each leaf 28" wide [NC272](#), [NC273](#); south vestibule to stairwell- push bar projects 5.5" [NC275](#)

Hardware: 13 doors fail [NC257](#), [NC262](#), [NC263](#), [NC266](#); room 19 Chrissy's office- push code high [NC265](#), [NC266](#); office 22- combo hardware high (checklist); Jean's office #24- combo hardware high (checklist); payroll office #26- combo hardware high (checklist)

LBF: 6 of 6 doors with closers exceed 5 lbf (checklist)

Closer: 2 of 6 doors with closers close too quickly (checklist)

Recommendations 5 (Neighborhood Center is a site designated as accessible so 1.61 through 1.6. is integral to compliance with title II program access test):

NOTE: providing maneuvering clearance is sometimes accomplished by removing temporary barriers such as garbage cans or chairs, or removing and rehanging doors to open in opposite direction, removing closers, providing power door openers, or other similar means. For reference to the technical standards for doorway maneuvering clearance, see Chapter 4, [section 404](#) of the 2010 Standards.

- 1.6.1 For all doors along the public circulation route, **provide** required maneuvering clearance on push and pull side of doors (NC221, NC222)
- 1.6.2 For all doors along the public circulation route, **relocate storage, furniture, and other obstacles** to create 60" maneuvering space around doors (NC219, NC220, NC223, NC224, NC259, NC260, NC261, NC264, NC268, NC269, NC274)
- 1.6.3 For all doors along the public circulation route, **replace** doors with ones having 36" clear width at recessed doors (checklist)
- 1.6.4 For all doors along the public circulation route, **replace** doors ones having 32" clear width where indicated (NC272, NC273)
- 1.6.5 For all doors along the public circulation route, **replace push bar hardware** to not project more than 4" into door frame (NC255, NC256, NC275, checklist)
- 1.6.6 For all doors along the public circulation route, **replace hardware** with lever hardware where indicated, mounted 34" to 48" aff (NC257, NC262, NC263, NC266, NC265, checklist)

- 1.6.7 For all doors along the public circulation route, **inspect, adjust, and maintain** 5 lbf to open interior doors (checklist)
- 1.6.8 For all doors along the public circulation route, **inspect, adjust, and maintain** closing speed on door closers (checklist)
- 1.6.9 For employee only doors; make above corrections **upon renovation**

Responsible Employee	Progress Towards Completion	Recommended Phase
Gery Carpenter Community Facilities Director 406/447-8484	(insert periodic notes regarding steps taken or work completed)	PHASE TWO

1.7 Interior Accessible Route (includes common area and stairs) – see above

1.8 Public Designated Use Spaces (includes classrooms, meeting rooms, special purpose rooms, and other spaces intended for use by the public) - [CHECKLIST]

36" Access Aisle: conference room #13- narrows to 29" at table [NC399](#), [NC400](#)

Protruding Objects: conference room #13- telephone protrudes 4.5" [NC402](#), [NC403](#)

Reach Range: conference room #13- phone [NC404](#), [NC405](#); room 15 conference room- coat rack [NC406](#), [NC407](#); and phone [NC408](#), [NC409](#)

Recommendations (Neighborhood Center is a site designated as accessible so 1.8.1 through 1.8.3 is integral to compliance with title II program access test):

- 1.8.1 **Relocate obstacles** to create AR through spaces indicated (NC399, NC400)
- 1.8.2 **Relocate protruding objects** in spaces indicated or place cane detectable warning or bollard at foot of protrusions (NC402, NC403)
- 1.8.3 **Lower operating mechanisms** in spaces indicated to max 48" aff to highest operable part; leave as is if employee only operated (NC404, NC405, NC406, NC407, NC408, NC409)

Responsible Employee	Progress Towards Completion	Recommended Phase
Gery Carpenter Community Facilities Director 406/447-8484	(insert periodic notes regarding steps taken or work completed)	PHASE TWO

1.9 Employee Offices and Spaces - [CHECKLIST]

36" Access Aisle: janitorial between restrooms- storage obstructs [NC396](#); telephone room- storage obstructs [NC398](#)

60" Turning Space: Shawna's office #11- furniture obstructs [NC395](#); janitorial room between restrooms- storage obstructs [NC396](#); telephone room- not large enough [NC398](#)

Recommendations (Neighborhood Center is a site designated as accessible so 1.9.1 through 1.9.2 is integral to compliance with title II program access test):

- 1.9.1 Employee only area permit approach, entry, and exit, **relocate obstacles** to create AR through spaces indicated (NC396, NC398)
- 1.9.2 Employee only areas permit approach, entry, and exit, **relocate obstacles** to create turning space of 60" in spaces indicated (NC395, NC396, NC398)

Responsible Employee	Progress Towards Completion	Recommended Phase
Gery Carpenter Community Facilities Director 406/447-8484	(insert periodic notes regarding steps taken or work completed)	PHASE TWO

1.10 **Assembly Areas** - not applicable

1.11 **Restrooms** - [[CHECKLIST-MULTIPLE USERS -1](#)]

Both (Hall Restroom): lacks directional signage to accessible restroom (checklist); mirrors mounted 49" aff [NC515](#), [NC516](#), [NC527](#), [NC528](#); bowl obstructs knee clearance [NC517](#), [NC518](#), [NC529](#), [NC530](#); exposed pipes at sink lack insulation [NC519](#); lack accessible stalls (checklist); ambulatory stall doors 25" wide [NC524](#), [NC531](#); ambulatory grab bars on one side only (checklist); ambulatory grab bars extend 53" from rear wall [NC520](#), [NC521](#), [NC535](#); hooks in ambulatory stalls mounted high [NC522](#), [NC523](#), [NC536](#), [NC537](#); paper towel dispensers would protrude if trash cans moved [NC525](#), [NC526](#), [NC539](#)

Women's (Hall Restrooms): signage mounted on hinge side (checklist); hook by sinks out of reach range [NC538](#), [NC540](#); ambulatory stall 59" deep [NC532](#), [NC533](#); ambulatory centerline 16.5" from side wall [NC534](#)

Recommendations (Neighborhood Center is a site designated as accessible so 1.11.1 through 1.11.9 is integral to compliance with title II program access test): (Multiple Users)

- 1.11.1 Restroom not accessible, **acquire and mount** signage directing patrons to accessible restroom at both until renovations occur (checklist)
- 1.11.2 **Lower mirror** so reflective surface is max 40" aff in both (NC515, NC516, NC527, NC528)
- 1.11.3 **Raise sink bowl** to provide 27" knee clearance, in the alternative, acquire a shallower model in both (NC517, NC518, NC529, NC530)
- 1.11.4 **Insulate exposed pipes** under one sink in both (NC519)

- 1.11.5 **Create** a wheelchair accessible stall in place of ambulatory stall with grab bars and fixtures mounted in correct locations and at correct heights in both (NC524, NC531, NC520, NC521, NC535, NC532, NC533, NC534, checklist)
- 1.11.6 **Lower hooks** in stalls to max 48" aff in both (NC522, NC523, NC536, NC537)
- 1.11.7 **Relocate or recess** towel dispensers to not interfere with general circulation path in both, protrusions can't be greater than 4" (NC525, NC526, NC539)
- 1.11.8 **Remount** signage on wall, latch side of the door, 48" to baseline of lowest character and 60" to baseline of highest character at women's (checklist)
- 1.11.9 **Lower hook** near sink to max 48" aff in women's (NC538, NC540)

Responsible Employee	Progress Towards Completion	Recommended Phase
Gery Carpenter Community Facilities Director 406/447-8484	(insert periodic notes regarding steps taken or work completed)	PHASE TWO

- 1.12 **Kitchen/Concessions** - not applicable
- 1.13 **Locker Rooms** - not applicable
- 1.14 **Aural and Visual Alarms** - see above
- 1.15 **Directional and Permanent Space Signs** - see above
- 1.16 **Other** - not applicable

CITY OF HELENA NEIGHBORHOOD CENTER