



REPORT TO THE CITY OF HELENA

Section: 24x7 Building

October 7, 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

City staff conducted an access audit at the 24x7 building. Our findings are below.

- 1.1 **Parking - [CHECKLIST]** Parking space requires restriping; access aisle overlaps vehicular way [24x703](#); Gaps in concrete surface are 1" [24x701](#), [24x702](#)

Recommendations (Police 24x7 is a site designated as accessible so 1.1.1 and 1.1.2 is integral to compliance with title II program access test):

- 1.1.1 **Repaint** stalls and access aisles to be 8' and 5' each (24x703)
 1.1.2 **Correct or fill** 1" gap along AR (24x701, 24x702)

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 THREE

- 1.2 **Exterior Accessible Route (includes common area)- [CHECKLIST-EAR]**
 Gaps in concrete are 1" [24x701](#), [24x702](#); AR from parking space to ramp crosses vehicular way. [24x703](#)

Recommendations (Police 24x7 is a site designated as accessible so 1.2.1 and 1.2.2 is integral to compliance with title II program access test):

- 1.2.1 **Correct or fill** 1" gap along AR (24x701, 24x702)
 1.2.2 **Create lined cross walk** where pedestrian pathway crosses through vehicular traffic as a smart practice (24x703)

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Gery Carpenter Community Facilities Director 406/447-8484	(insert periodic notes regarding steps taken or work completed)	PHASE THREE

- 1.3 **Exterior Entry Signage - [CHECKLIST]** East entry sign is located behind a structural support ([24x726](#), [24x727](#)); Accessible entries are not identified with the symbol of accessibility [24x729](#)

Recommendations (Police 24x7 is a site designated as accessible so 1.3.1 and 1.3.2 is integral to compliance with title II program access test):

- 1.3.1 **Mount signage** at inaccessible entrances directing patrons in wheelchairs to accessible entrance (24x726, 24x727, 24x729)
 1.3.2 **Mount signage** at entrance designating it as accessible (checklist)

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Gery Carpenter Community Facilities Director 406/447-8484	(insert periodic notes regarding steps taken or work completed)	PHASE THREE

1.4 Exterior Entry Doors - [\[CHECKLIST\]](#)

Kick Plate: East entry 5” then glass ([24x704](#), [24x705](#))

LBF: East entry #12

Recommendations (Police 24x7 is a site designated as accessible so 1.4.1 through 1.4.3 is integral to compliance with title II program access test):

- 1.4.1 For all doors along the public circulation route, **install** kick plate on east entry (24x704, 24x705)
- 1.4.2 For all doors along the public circulation route, **inspect, adjust, and maintain** 8.5 lbf to open exterior doors (checklist)
- 1.4.3 **Upon renovation**; make above corrections to employee only doors

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1.5 Elevator or Lift – not applicable

1.6 Interior Doors - [\[CHECKLIST\]](#)

Dimension (32"X80"): Restroom 79.5" [24x707](#), [24x708](#)

Recommendations (Police 24x7 is a site designated as accessible so 1.6.1 and 1.6.2 is integral to compliance with title II program access test):

1.6.1 For all doors along the public circulation route, **replace doors** with doors having 80" overhead clearance (24x707, 24x708)

1.6.2 For employee only doors; make above corrections **upon renovation** (checklist)

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

Service Counter: 46"aff ([24x712](#), [24x711](#))

Dimensions: Exit doorway 79" ([24x709](#), [24x710](#))

Signage: Exit signs are located behind objects ([24x726](#), [24x727](#))

Recommendations (Police 24x7 is a site designated as accessible so 1.7.1 through 1.7.3 is integral to compliance with title II program access test):

1.7.1 **Lower** 36" wide segment of service counter to max 36" aff, in the alternative, train staff to come out from around the counter to provide customer service (24x712, 24x711)

1.7.2 **Provide** 80" overhead clearance if feasible, in the alternative, pad the obstruction to prevent injury (24x709, 24x710)

1.7.3 **Relocate** objects to provide access to exit signage (24x726, 24x727)

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1.8 Public Designated Use Spaces (includes classrooms, meeting rooms, special purpose rooms, and other spaces intended for use by the public) – not applicable

1.9 Employee Offices and Spaces - [\[CHECKLIST\]](#)

80" overhead: Lobby: 79" ([24x709](#), [24x710](#)), Exit Room: 79"

Work surface: Lobby: ([24x711](#), [24x712](#))

Recommendations (Police 24x7 is a site designated as accessible so 1.9.1 is integral to compliance with title II program access test):

1.9.1 For all deficits, **leave as is**, employee work area pursuant to 2010 Standards 106.5 Defined Terms, until an employee with a disability works here (24x709, 24x710, 24x711, 24x712)

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1.10 Assembly Areas – not applicable

1.11 Restrooms - [\[CHECKLIST-SINGLE USER\]](#)

Unisex: Rear grab bar – 37-5/8" [24x713](#), [24x714](#); Bottom of vertical bar –37-1/2" and centerline is 45" [24x715](#), [24x716](#), [24x717](#); flush controls not on open side [24x718](#), [24x719](#); toilet paper dispenser is too close to toilet [24x720](#), [24x721](#); front of sink is 35" [24x722](#), [24x723](#); coat hooks 66" [24x724](#); door is 79 ¼" [24x707](#), [24x708](#).

Recommendations (Police 24x7 is a site designated as accessible so 1.11.1 through 1.11.7 is integral to compliance with title II program access test): (Single Users)

- 1.11.1 **Remount rear grab bar** to behind the toilet, 12" to one side of center and 24" to the other and 33" to 36" aff (24x713, 24x714)
- 1.11.2 **Remount vertical grab bar** so that bottom is between 39" and 41" aff and the centerline is between 39" and 41" from rear wall. (24x715, 24x716, 24x717)
- 1.11.3 **Replace toilet tank** with one having flush mechanism on the open side, in the alternative, install an auto flush unit (24x718, 24x719)
- 1.11.4 **Remount toilet paper dispenser** max 7" to 9" from front of toilet, 15" to 48" aff and min 12" above or 1.5" below grab bar (24x720, 24x721)
- 1.11.5 **Lower sink** to max 34" aff to front of rim (24x722, 24x723)
- 1.11.6 **Install additional coat hook(s)** or lower existing to 40"-48" max (24x724)
- 1.11.7 **Replace door** with one having 80" overhead and 32" clear width (24x707, 24x708)

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1.12 **Kitchen/Concessions** – not applicable

1.13 **Locker Rooms** – not applicable

1.14 **Aural and Visual Alarms** – not applicable

1.15 **Directional and Permanent Space Signs** - [\[CHECKLIST\]](#)

East entry sign is located behind a structural support [24x726](#), [24x727](#); entry not identified with symbol of accessibility [24x728](#), [24x729](#)

Recommendations (Police 24x7 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 (checklist)

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1.16 **Other** – not applicable

CITY OF HELENA POLICE 24X7