



REPORT TO THE CITY OF HELENA

Section: Transfer Station Break room

October 13, 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 Transfer Station Break room. Our findings are below.

1.1 **Parking** - no parking stalls

Recommendations (Transfer Station Break Room is a site designated as accessible so 1.1.1 is integral to compliance with title II program access test):

1.1.1 **Create one or more 8'** accessible parking stalls, with one 5' adjacent access aisle, with proper signage and striping

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 and stairs)** - No existing exterior route

Recommendations (Transfer Station Break Room is a site designated as accessible so 1.2.1 is integral to compliance with title II program access test):

1.2.1 **Create** exterior accessible route to accessible entry door

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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** - [\[CHECKLIST\]](#) lacks entry signage

Recommendations (Transfer Station Break Room 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

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

LBF: 1 of 1 door exceeds 8.5lbf, 10lbf.

Recommendations (Transfer Station Break Room is a site designated as accessible so 1.4.1 and 1.4.2 is integral to compliance with title II program access test):

- 1.4.1 **Inspect, adjust, and maintain** 8.5 lbf to open exterior doors as a smart practice (checklist)
- 1.4.2 **Upon renovation**; make above corrections to employee only doors

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1.5 Elevator or Lift – Not applicable

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

Maneuvering Clearance: Women’s restroom 7 ½” on pull side [TS32](#), [TS33](#); Men’s restroom 6 ½” on pull side [TS35](#), [TS36](#)

LBF: Both- 11lbf

Recommendations (Transfer Station Break Room is a site designated as accessible so 1.6.1 through 1.6.3 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 (TS32, TS33, TS35, TS36)
- 1.6.2 For all doors along the public circulation route, **inspect, adjust, and maintain** 5 lbf to open interior doors (checklist)
- 1.6.3 For employee only doors; make above corrections **upon renovation**

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

Interior Route: Time clock protrudes 7" [TS57](#); First aid kit protrudes 6" [TS58](#), [TS59](#); Shelf protrudes 12" [TS60](#), [TS61](#); Thermostat located at 60" [TS62](#)

Recommendations (Transfer Station Break Room is a site designated as accessible so 1.7.1 and 1.7.2 is integral to compliance with title II program access test):

- 1.7.1 **Relocate protruding objects** along the interior AR or place cane detectable warning or bollard at foot of the time clock (TS57), first aid kit (TS58, TS59), and shelf (TS60, TS61)
- 1.7.2 **Lower thermostat operating mechanism** in break room to max 48" aff to highest operable part; leave as is if employee only operated (TS62)

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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) - [\[CHECKLIST\]](#)

Protruding Objects: Time clock protrudes 7" [TS57](#); 1st aid kit protrudes 6" [TS58](#), [TS59](#); Shelf protrudes 12" [TS60](#), [TS61](#) (see above)

Reach Range: Thermostat located at 60" [TS62](#) (see above)

1.9 Employee Offices and Spaces – not applicable

1.10 Assembly Areas - Not applicable

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

Men's: Mirror 48 ½" [TS10](#), [TS11](#); exposed pipes under sink [TS12](#), [TS13](#); Toilet is 15" from side wall [TS39](#), [TS40](#); stall door is not self-closing [TS14](#); side grab bar is 7 ½" from back wall [TS20](#), [TS21](#); back grab bar is 37" aff [TS17](#), [TS18](#); back bar is only 24"

long [TS25](#), [TS26](#); coat hook in stall is 63 ½" aff [TS27](#), [TS28](#); hand dryer protrudes 10" [TS30](#)

Recommendations (Transfer Station Break Room is a site designated as accessible so 1.11.1 through 1.11.8 is integral to compliance with title II program access test): (Multiple Users)

- 1.11.1 **Lower mirror** so reflective surface is max 40" aff (TS10, TS11)
- 1.11.2 **Insulate exposed pipes** under sink in locker area (TS12, TS13)
- 1.11.3 **Remount** toilet to 16" to 18" from the side wall to centerline (TS39, TS40)
- 1.11.4 **Adjust** stall door to be self-closing (TS14)
- 1.11.5 **Remount** side grab bar to max 12" from the rear wall at the close end and min 54" on the far end, and 33" to 36" aff (TS20, TS21)
- 1.11.6 **Replace rear grab bar** with one 36" long, mounted behind the toilet, 12" to one side of center and 24" to the other and 33" to 36" aff (TS17, TS18, TS25, TS26)
- 1.11.7 **Lower hook** in accessible stalls to max 48" aff (TS27, TS28)
- 1.11.8 **Relocate or recess** hand dryer to not interfere with general circulation path, protrusions can't be greater than 4" (TS30)

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[CHECKLIST-SINGLE USER]

Women's: No CFS in front of toilet 57" [TS37](#), [TS38](#); side bar 52" from rear wall [TS41](#), [TS42](#); rear grab bar is 24" long [TS43](#), [TS44](#); back grab bar is 37" aff [TS47](#), [TS44](#); no vertical grab bar [TS49](#); no swing-up grab bar provided [TS49](#); toilet paper dispenser 11" in front of toilet [TS48](#), [TS49](#); bottom of mirror 49" [TS50](#), [TS51](#); pipes under sink not insulated [TS52](#); Hand dryer protrudes 10" [TS53](#), [TS54](#); hand towel protrudes 8 ½" [TS55](#), [TS56](#).

Recommendations (Transfer Station Break Room is a site designated as accessible so 1.11.1 through 1.11.8 is integral to compliance with title II program access test): (Single Users)

- 1.11.1 **Remove or relocate** locker storage at fixtures and operable parts (TS37, TS38)
- 1.11.2 **Remount** side grab bar to max 12" from the rear wall at the close end and min 54" on the far end, and 33" to 36" aff (TS41, TS42)
- 1.11.3 **Replace rear grab bar** with one 36" long, mounted behind the toilet, 12" to one side of center and 24" to the other and 33" to 36" aff (TS43, TS44, TS47)
- 1.11.4 **Install vertical or swing-up grab bar** at correct distances aff (TS49)
- 1.11.5 **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 (TS48, TS49)
- 1.11.6 **Lower mirror** so reflective surface is max 40" aff (TS50, TS51)

- 1.11.7 **Insulate exposed pipes** under sink (TS52)
- 1.11.8 **Relocate or recess** towel dispenser and hand dryers to not interfere with general circulation path, protrusions can't be greater than 4" (TS53, TS54, TS55, TS56)

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1.12 Kitchen/Concessions –Not applicable

1.13 Locker Rooms - [[LOCKER ROOM CHECKLIST](#)]

Men's: space between lockers & bench is 34" [TS8](#), [TS9](#); locker hardware [TS6](#), [TS7](#); No shelf unit [TS7](#); Bench only 17 ½" deep [TS2](#), [TS3](#); Shower no CFS from control wall [TS4](#); vertical grab bar not provided [TS4](#); shower controls, faucets, & shower sprays not located 15" max [TS4](#); folding seat is broken [TS4](#); shower grab bars mounted at 37" [TS47](#);

Recommendations (Transfer Station Break Room is a site designated as accessible so 1.13.1 is integral to compliance with title II program access test):

1.13.1 **Leave as is**, existing employee only locker room and shower; modify policy allowing employee with a disability to use public locker area or make renovations to existing locker area (TS8, TS9, TS6, TS7, TS2, TS3, TS4, TS47)

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1.14 Aural and Visual Alarms – not applicable

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

Recommendations (Transfer Station Break Room 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)

Transfer Station Break Room Accessibility Audit
October 13, 2015 Page 7

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 TRANSFER STATION BREAK ROOM