

Facility Name \_\_\_\_\_  
 Address \_\_\_\_\_  
 Unit/Apartment Number \_\_\_\_\_  
 Telephone Number \_\_\_\_\_  
 TDD/TTY Number \_\_\_\_\_

Name of Reviewer(s) \_\_\_\_\_  
 Date(s) of Review \_\_\_\_\_  
 Date Building was Built \_\_\_\_\_  
 Date(s) of Renovations, if any \_\_\_\_\_  
 (Any structure built after July 11, 1988 is considered New Construction)

**U.S. DEPARTMENT OF HOUSING & URBAN DEVELOPMENT  
 OFFICE OF FAIR HOUSING & EQUAL OPPORTUNITY  
 UFAS ACCESSIBILITY CHECKLIST**

**NOTE:**

1. This checklist is to be used in conjunction with the Uniform Federal Accessibility Standards (UFAS), 24 C.F.R. § 40, Appendix A. ([www.access-board.gov/ufas/ufas.pdf](http://www.access-board.gov/ufas/ufas.pdf))
2. This checklist is intended for accessibility reviews of properties owned, operated and/or managed by recipients of Federal financial assistance. See Section 504 of the Rehabilitation Act of 1973 (Section 504), 29 U.S.C. § 794; 24 C.F.R. Part 8. However, the properties may also be subject to the Fair Housing Act (42 U.S.C. §§ 3601-20; 24 C.F.R. Part 100); and/or the Americans with Disabilities Act of 1990 (42 U.S.C. §§ 12101 *et seq.*)
3. This checklist is not all-inclusive. Please make additions, as necessary, depending on elements reviewed at each site. Reviewer is responsible for verification of each UFAS citation; all UFAS cites [including scoping requirements] for a particular element may not be referenced on this checklist.

**Required Equipment: Tape Measure; Smart Level; Door Pressure Gauge; Camera**

**Photographs:**

1. If element is compliant, then photograph area.
2. If element is not compliant, then photograph the area and zoom in to photograph the measurements

**Exterior and Interior Common Use Elements:**

	<b>Page</b>		<b>Page</b>
Accessible Parking	2	Clothes Lines, Picnic Areas, Play Equipment, Other	29 – 30
Accessible Route	3 – 5	Misc: Community Kitchen; Telephones; Assistive Listening System	31 – 32
Ramps	6		
Signage	7	<b><u>Dwelling Unit:</u></b>	
Doors	8 – 9	Entrance	33 – 34
Public Offices, Mtg. Rms/Rec/Community Rm., Etc.	10 – 15	Accessible Route	34
Public Restrooms	16 – 20	Bedrooms	35 – 36
Elevators/Platform Lift	21 – 22	Outdoor Spaces	36 – 37
Drinking Fountains/Water Coolers	23	Bathroom	38 – 43
Mailboxes	24	Kitchen	44 – 45
Laundry Facilities	25 – 26	Washer/Dryer, Utility Room	45
Dumpsters and Trash Chutes	27 – 28	Other Controls	46

\* Place asterisk in column for findings of non-compliance.  
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Citation	EXTERIOR AND INTERIOR COMMON USE ELEMENTS	Measurements/Comments	N/C Finding *	Picture No. **
	<b>ACCESSIBLE PARKING:</b>			
	<b>NOTE: Photograph building sign before starting the survey.</b>			
	<b>Accessible Parking Location:</b>			
4.6.1; 4.1.1(5)(d)	1. Where <b>parking is provided for all residents</b> , is there one accessible space for each accessible dwelling unit? 2. For all <b>Other Parking</b> : a. Count and record the <b>total number</b> of spaces. b. Record the number of <b>designated accessible</b> parking spaces.	_____ _____ _____ _____		
4.6.2;	Is designated accessible parking spaces the <b>closest parking</b> to the nearest accessible entrance, on an accessible route?			
4.6.3; Fig. 9;	(Measure from centerline of marking to centerline of marking) 1. Is <b>parking space at least 96" wide</b> ? 2. Is <b>access aisle</b> the full length of the parking space and <b>at least 60" wide</b> ? 3. <b>If there is no access aisle</b> , is the parking space <b>at least 156" wide</b> ?	_____ _____ _____ _____		
4.6.3;	Is the <b>slope and cross-slope</b> of parking space & access aisle <b>no more than 2%</b> in all directions?			
4.6.4; 4.30.5; 4.1.1(7);	Does <b>each</b> designated accessible parking space have a <b>sign</b> with the International Symbol of Accessibility mounted <b>at least 60"</b> above the space to the bottom of the signage?	_____ _____		
4.6.3; 4.5.1; 4.3.6;	Surface is firm, stable and slip-resistant?			
4.3.3	Can legally <b>parked vehicles</b> block access to the curb ramp?			

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Citation	EXTERIOR AND INTERIOR COMMON USE ELEMENTS	Measurements/Comments	N/C Finding *	Picture No. **
	<b>ACCESSIBLE ROUTE:</b>			
4.3.2(1)	<b>Accessible Route Location:</b> From public street? From parking? From bus stop on site? From another common use facility on site such as a community center, clothes line poles, dumpsters, mail boxes, laundries, playground, or park?	_____ _____ _____ _____		
4.5.2	Is a <b>curb ramp</b> needed but not provided?			
4.7.2; 4.8.2; 4.8.6; 4.7.3; 4.7.4; 4.5.1; 4.7.5; Figs. 12 & 13	<b>Curb Ramps:</b> 1. <b>Slope does not exceed 8.33%?</b> 2. <b>Cross slope no more than 2%?</b> 3. <b>Gutter slope no more than 5%</b> in the opposite direction? 4. Is the <b>transition</b> between gutter and curb ramp <b>smooth</b> ? 5. At least <b>36" wide</b> , excluding flared sides? 6. Surface is firm, stable and slip-resistant? 7. If the sides of curb ramp are not blocked, are there <b>flared sides</b> with slopes <b>no more than 10%?</b>	_____ _____ _____ _____ _____ _____ _____		
4.3.3	Can legally <b>parked vehicles</b> block access to the curb ramp?			
4.3.3; 4.4.1; Fig. 7; Fig. 8(e);	1. <b>Minimum clear width at least 36"</b> (width may be reduced to 32" for a length of no more than 24")? 2. Can legally parked cars overhang the path such that the accessible route is <b>less the 36" wide?</b>	_____ _____		
4.5.1; 4.3.8; 4.5.2;	<b>Surface:</b> 1. Firm, stable and slip-resistant? 2. Changes in level between ¼" – ½" shall be <b>beveled</b> ? 3. Changes in level greater than ½" shall be ramped?	_____ _____		
4.3.7;	<b>Slope</b> of accessible ramp is <b>5% or less</b> (if slope is greater than 5% and it has ramp features, survey it as a ramp)?			

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	<b>ACCESSIBLE ROUTE:</b>			
4.3.7;	<b>Cross-slope</b> is no more than 2%?			
4.5.4; Fig. 8(g) & (h)	Openings in <b>Grates</b> are <b>no more than ½”</b> in the direction of travel?	_____		
4.5.2	Must <b>stairs</b> be used as part of the accessible route? (“Yes” is a barrier.)			
4.4.1; 4.4.2; Fig. 8(a); Fig. 8(b);	<p><b>Protruding Objects:</b> <i>(can be fire extinguishers, underside of stairs, signs, shelves, cabinets, tree branches, etc.)</i></p> <ol style="list-style-type: none"> <li>Does a telephone, sign, shelf, or other <b>object project more than 4” into the circulation path</b> and have the leading edge begin <b>more than 27”</b> and less than 80” above the floor? (“Yes” is a violation.)</li> <li>Do pipes, signs, or other objects hang from above to <b>less than 80” above</b> the circulation path?</li> <li>If <b>post mounted</b>, is the leading edge <b>more than 27”</b> above the floor and <b>projects more than 12”</b> into the circulation path?</li> </ol>	_____		
4.1.2(12); 4.27	<p><b>Controls:</b> <i>(Can be found on rent drop boxes, light switches, dumpsters, trash chutes, fire alarms, intercoms, fixed vending machines, etc.)</i></p> <ol style="list-style-type: none"> <li>Does each have a <b>clear floor space</b> of 30” x 48”? <ol style="list-style-type: none"> <li>_____</li> <li>_____</li> <li>_____</li> </ol> </li> <li>Is the <b>Highest and Lowest Operable Part</b> within reach? (identify the approach): <ol style="list-style-type: none"> <li><b>Forward approach</b> (Fig. 5(a)): 15” to 48”.</li> <li><b>Side approach</b> (Fig. 6(b)): 9” to 54”.</li> <li><b>Forward approach</b> over an <b>obstruction less than 20” deep</b> (Fig. 5(b)): <b>no higher than 48”</b>.</li> <li><b>Forward approach</b> over an <b>obstruction 20” to 25” deep</b> (Fig. 5(b)): <b>no higher than 44”</b>.</li> <li><b>Side reach</b> over an <b>obstruction no more than 10” deep</b> (Fig. 6(b)): <b>no higher than 54”</b>.</li> <li><b>Side reach</b> over an <b>obstruction 10” to 24” deep</b> (Fig. 6(c)): <b>no higher than 46”</b>.</li> </ol> </li> <li>Is it <b>operable</b> with one hand without tight grasping, pinching, or twisting of the wrist?</li> </ol>	_____		

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Citation	EXTERIOR AND INTERIOR COMMON USE ELEMENTS	Measurements/Comments	N/C Finding *	Picture No. **
	<b>RAMPS:</b>			
	<b>Ramp Location:</b>			
4.8.3;	Ramp is at least <b>36" wide between handrails?</b>			
4.8.2;	<b>Slope</b> is no more than <b>8.33%?</b>			
4.8.6;	<b>Cross-slope</b> (slope of ramp that is perpendicular to the direction of travel) is no more than <b>2%?</b>			
4.8.6; 4.5.1;	Ramp surface is firm, stable and slip-resistant?			
4.8.4;	<b>Landings:</b> Ramps must have landings at the top and bottom, at turns, and must have intermediate landings whenever the rise is more than 30". ( <i>A 30-foot ramp sloping at 8.33% has a 30-inch rise.</i> ) 1. <b>Slopes no more than 2%?</b> 2. <b>At least as wide</b> as ramp and <b>at least 60" long?</b> 3. If ramps <b>change direction</b> at landings, is the landing <b>at least 60" x 60"?</b>	_____ _____ _____ _____		
4.8.5; 4.8.7; Fig. 17	1. If ramp is <b>longer than 72"</b> , then are handrails provided on both sides? 2. If ramp or landings have <b>drop-offs</b> , are there curbs, walls, railings or projecting surfaces that prevent people from slipping off? 3. If a <b>curb</b> is provided, is it <b>at least 2" high?</b>	_____ _____ _____		
4.8.8;	Can <b>water accumulate</b> on walking surface?			
4.26.2; 4.8.5(2), (3), (5), & (6);	<b>Handrails:</b> 1. <b>Diameter</b> of gripping surface <b>between 1 ¼" to 1 ½"?</b> 2. <b>Clear space</b> between the handrail and the wall shall be <b>1 ½" exactly?</b> 3. <b>If handrails are not continuous</b> , do they extend <b>at least 12"</b> beyond the top and bottom of each segment? 4. <b>Ends of handrails</b> are either <b>rounded</b> or returned smoothly to the floor, wall or post? 5. <b>Top</b> of handrail gripping surface shall be mounted <b>between 30" and 34"</b> above the ramp surfaces?	_____ _____ _____ _____ _____		

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	<b>ENTRANCE TO FACILITY:</b>			
	<b>Location:</b>			
4.1.1(7); 4.30.5	<b>Entrance Signage:</b> If not all common use entrances are accessible: 1. If this is the <b>accessible entrance</b> , is it identified by an International Symbol of Accessibility?			
	<b>INTERIOR SIGNS:</b>			
4.1.2(15); 4.30.4; 4.30.3; 4.30.6;	Survey <b>Signage</b> designating permanent rooms and spaces ( <i>including exit signs at doors, elevators, restrooms, room numbers, and interior apartment numbers</i> ): 1. Does the text <b>contrast</b> with the background? 2. Is the text <b>raised</b> or incised? 3. Are the characters <b>at least 5/8"</b> but <b>no more than 2" tall</b> ? 4. Is the sign mounted to the <b>latch side of the door</b> ? 5. Is the <b>centerline</b> of the sign mounted <b>between 54" and 66"</b> above the floor?	_____ _____ _____ _____ _____ _____		

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Citation	EXTERIOR AND INTERIOR COMMON USE ELEMENTS	Measurements/Comments	N/C Finding *	Picture No. **
	<b>DOORS AND GATES:</b>			
	<b>Location:</b>			
4.13.2;	Revolving doors or turnstiles <b>cannot</b> be used as accessible doors.			
4.13.6	<b>Maneuvering Space:</b> (Automatic or power-assisted doors do not require any minimum maneuvering clearance.)			
4.13.6	The maneuvering space <b>slows no more than 2%</b> in either direction?			
4.13.6; Fig. 25(a); Fig. 25(b); Fig. 25(c);	<b>Swinging Doors - Pull side (Choose only one)</b> 1. Approaching the door <b>head-on</b> (Fig. 25(a): Is there <b>at least 18"</b> to the <b>latch side</b> ? Is the <b>depth at least 60"</b> ? 2. Approaching the <b>hinge side</b> of the door (Fig. 25(b): Is there <b>at least 36"</b> to the <b>latch side</b> (42" if the depth is less than 60")? Is the <b>depth at least 54"</b> ? 3. Approaching the <b>latch side</b> of the door (Fig. 25(c): Is there <b>at least 24"</b> to the <b>latch side</b> ? Is <b>depth at least 48"</b> (54" if door has a closer)?	_____ _____ _____ _____ _____ _____ _____ _____ _____ _____		
4.13.6; Fig. 25(a); Fig. 25(b); Fig. 25(c);	<b>Swinging Doors - Push side (Choose only one)</b> 1. Approaching the door <b>head-on</b> (Fig. 25(a): Is there <b>at least 12"</b> to the <b>latch side</b> when there is both a closer and latch side? If no closer and latch, there is no requirement. Is the <b>depth at least 48"</b> ? 2. Approaching the <b>hinge side</b> of the door (Fig. 25(b): Is there <b>at least 18"</b> to the <b>hinge side</b> ? Is the <b>depth at least 42"</b> (48" if the door has both a closer and latch)? 3. Approaching the <b>latch side</b> of the door (Fig. 25(c): Is there <b>at least 24"</b> to the <b>latch side</b> ? Is the <b>depth at least 42"</b> (48" if the door has a closer)?	_____ _____ _____ _____ _____ _____ _____ _____ _____ _____		

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<b>DOORS AND GATES:</b>				
4.13.6; Fig. 25(d); Fig. 25(e); Fig. 25(f);	<b>Sliding Doors (Choose one for each side)</b> 1. Approaching the door <b>head-on</b> (Fig. 25(d)): Is the <b>depth at least 48"</b> ? 2. Approaching the <b>slide side</b> of the door (Fig. 25(e)): Is there <b>at least 18"</b> to the <b>slide side</b> ? Is the <b>depth at least 42"</b> ? 3. Approaching the <b>latch side</b> of the door (Fig. 25(f)): Is there <b>at least 24"</b> to the <b>latch side</b> ? Is the <b>depth at least 42"</b> ?	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>		
4.13.7; Fig. 26	<b>Two Doors in a Series (Vestibule):</b> Between the doors, is there <b>at least 48"</b> beyond the swing of the doors?			
4.13.5; Fig. 24; 4.13.4;	<b>Clear Door Width is at least 32"</b> ? ( <i>Measured from the door face to the opposite stop when the door is open 90°.</i> ) <i>(At double doors, measure using only one door.)</i>			
4.13.10;	Does the door take <b>more than 3 seconds to close</b> ? ( <i>From an open position of 70° to a point 3" from the latch</i> )			
4.13.9; 4.13.11;	<b>Door Hardware:</b> 1. <b>Does not</b> require <b>tight grasping</b> or twisting to operate? (Lever or push/pulls are acceptable types.) 2. Mounted <b>no higher than 48"</b> above the floor? (Including common use dead bolts.) 3. For interior doors only, opening force is <b>no more than 5 pounds</b> ?	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>		
4.13.8;	<b>Thresholds:</b> 1. For exterior sliding doors, the threshold is <b>no higher than 3/4"</b> ? 2. For all other doors, the threshold is <b>no higher than 3/4"</b> ( <b>1/2" in New Construction</b> )? 3. Is the threshold <b>beveled</b> ?	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>		

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	<b>PUBLIC OFFICES/MTG ROOMS/REC. ROOMS/LOBBIES, ETC.:</b>			
	<b>Location of Public Offices, Etc.:</b>			
4.3.3; 4.4.1; Fig. 7; Fig. 8(e)	Is the <b>minimum clear width</b> of the accessible route to this space <b>at least 36" wide, with no steps</b> (width may be reduced to 32" for a length of no more than 24")?			
4.4.1; 4.4.2; Fig. 8(a); Fig. 8(b);	<b>Protruding Objects:</b> 1. Does a telephone, sign, shelf, or other <b>object project more than 4" into the circulation path</b> and have the leading edge begin <b>more than 27"</b> and less than 80" above the floor? ("Yes" is a violation.) 2. Do pipes, signs, or other objects hang from above to <b>less than 80" above</b> the circulation path? 3. If <b>post mounted</b> , is the leading edge <b>more than 27"</b> above the floor and projects <b>more than 12"</b> into the circulation path?	_____ _____ _____ _____ _____		
	<b>Door:</b>			
4.13.6; Fig. 25(a); Fig. 25(b); Fig. 25(c);	<b>Swinging Doors - Pull side (Choose only one)</b> 1. Approaching the door <b>head-on</b> (Fig. 25(a): Is there <b>at least 18"</b> to the <b>latch side</b> ? Is the <b>depth at least 60"</b> ? 2. Approaching the <b>hinge side</b> of the door (Fig. 25(b): Is there <b>at least 36"</b> to the <b>latch side</b> (42" if the depth is less than 60")? Is the <b>depth at least 54"</b> ? 3. Approaching the <b>latch side</b> of the door (Fig. 25(c): Is there <b>at least 24"</b> to the <b>latch side</b> ? Is the <b>depth at least 48"</b> (54" if the door has a closer)?	_____ _____ _____ _____ _____ _____ _____ _____		

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	<b>PUBLIC OFFICES/MTG ROOMS/REC. ROOMS/LOBBIES, ETC.:</b>			
4.13.6; Fig. 25(a); Fig. 25(b); Fig. 25(c);	<b>Swinging Doors - Push side (Choose only one)</b> 1. Approaching the door <b>head-on</b> (Fig. 25(a)): Is there <b>at least 12"</b> to the <b>latch side</b> when there is both a closer and latch side? If no closer and latch, there is no requirement. Is the <b>depth at least 48"</b> ? 2. Approaching the <b>hinge side</b> of the door (Fig. 25(b)): Is there <b>at least 18"</b> to the <b>hinge side</b> ? Is the <b>depth at least 42"</b> (48" if the door has both a closer and latch)? 3. Approaching the <b>latch side</b> of the door (Fig. 25(c)): Is there <b>at least 24"</b> to the <b>latch side</b> ? Is the <b>depth at least 42"</b> (48" if the door has a closer)?	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>		
4.13.5; Fig. 24; 4.13.4;	<b>Clear Door Width is at least 32"</b> ? ( <i>Measured from the door face to the opposite stop when the door is open 90°.</i> ) ( <i>At double doors, measure using only one door.</i> )			
4.13.9; 4.13.11;	<b>Door Hardware:</b> 1. <b>Does not</b> require tight grasping or twisting to operate? (Lever or push/pulls are acceptable types.) 2. Mounted <b>no higher than 48"</b> above the floor? (Including common use dead bolts.) 3. For interior doors only, opening force is <b>no more than 5 pounds</b> ?	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/>		
4.13.8;	<b>Thresholds:</b> 1. The threshold is <b>no higher than 3/4"</b> (1/2" in New Construction)? 2. Is the threshold <b>beveled</b> ?	<hr/> <hr/>		
7.2; 4.32.4;	<b>Business/Transactional Counter: If the counter is more than 36"</b> above the floor: 1. <b>Is there an auxiliary counter</b> (in close proximity to the main counter), or a portion of the main counter, that is <b>no higher than 34"</b> ?	<hr/> <hr/> <hr/>		

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	<b>OFFICE/MEETING ROOM/REC ROOM #2</b>			
	<b>Location of Public Offices, Etc.:</b>			
4.3.3; 4.4.1; Fig. 7; Fig. 8(e);	Is the <b>minimum clear width</b> of the accessible route to this space <b>at least 36" wide, with no steps</b> (width may be reduced to 32" for a length of no more than 24")?			
4.4.1; 4.4.2; Fig. 8(a); Fig. 8(b);	<b>Protruding Objects:</b> 1. Does a telephone, sign, shelf, or other <b>object project more than 4" into the circulation path</b> and have the leading edge begin <b>more than 27"</b> and less than 80" above the floor? ("Yes" is a violation). 2. Do pipes, signs, or other objects hang from above to <b>less than 80" above</b> the circulation path?	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>		
	<b>Door:</b>			
4.13.6; Fig. 25(a); Fig. 25(b); Fig. 25(c);	<b>Swinging Doors - Pull side (Choose only one)</b> 1. Approaching the door <b>head-on</b> (Fig. 25(a)): Is there <b>at least 18"</b> to the <b>latch side</b> ? Is the <b>depth at least 60"</b> ? 2. Approaching the <b>hinge side</b> of the door (Fig. 25(b)): Is there <b>at least 36"</b> to the <b>latch side</b> (42" if the depth is less than 60")? Is the <b>depth at least 54"</b> ? 3. Approaching the <b>latch side</b> of the door (Fig. 25(c)): Is there <b>at least 24"</b> to the <b>latch side</b> ? Is the <b>depth at least 48"</b> (54" if the door has a closer)?	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>		
4.13.6; Fig. 25(a); Fig. 25(b); Fig. 25(c);	<b>Swinging Doors - Push side (Choose only one)</b> 1. Approaching the door <b>head-on</b> (Fig. 25(a)): Is there <b>at least 12"</b> to the <b>latch side</b> when there is both a closer and latch side? If no closer and latch, there is no requirement. Is the <b>depth at least 48"</b> ? 2. Approaching the <b>hinge side</b> of the door (Fig. 25(b)): Is there <b>at least 18"</b> to the <b>hinge side</b> ? Is the <b>depth at least 42"</b> (48" if the door has both a closer and latch)? 3. Approaching the <b>latch side</b> of the door (Fig. 25(c)): Is there <b>at least 24"</b> to the <b>latch side</b> ? Is the <b>depth at least 42"</b> (48" if the door has a closer)?	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>		

\* Place asterisk in column for findings of non-compliance.  
\*\* Insert Photograph numbers for all elements and areas of non-compliance.

Citation	EXTERIOR AND INTERIOR COMMON USE ELEMENTS	Measurements/Comments	N/C Finding *	Picture No. **
4.13.5; Fig. 24; 4.13.4;	<b>Clear Door Width is at least 32”?</b> <i>(Measured from the door face to the opposite stop when the door is open 90°.)</i> <i>(At double doors, measure using only one door.)</i>			
4.13.9; 4.13.11;	<b>Door Hardware:</b> 1. <b>Does not</b> require tight grasping or twisting to operate? (Lever or push/pulls are acceptable types.) 2. Mounted <b>no higher than 48”</b> above the floor? (Including common use dead bolts.) 3. For interior doors only, opening force is <b>no more than 5 pounds?</b>	_____ _____ _____ _____		
4.13.8;	<b>Thresholds:</b> 1. The threshold is <b>no higher than ¾” (1/2” in New Construction)?</b> 2. Is the threshold <b>beveled?</b>	_____ _____		
7.2; 4.32.4;	<b>Business/Transactional Counter: If the counter is more than 36” above the floor:</b> 1. <b>Is there an auxiliary counter</b> (in close proximity to the main counter), or a portion of the main counter, that is <b>no higher than 34”?</b>	_____ _____ _____		

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Citation	EXTERIOR AND INTERIOR COMMON USE ELEMENTS	Measurements/Comments	N/C Finding *	Picture No. **
	<b>OFFICE/MEETING ROOM/REC ROOM #3</b>			
	<b>Location of Public Offices, Etc.:</b>			
4.3.3; 4.4.1; Fig. 7; Fig. 8(e)	Is the <b>minimum clear width</b> of the accessible route to this space <b>at least 36" wide, with no steps</b> (width may be reduced to 32" for a length of no more than 24")?			
4.4.1; 4.4.2; Fig. 8(a); Fig. 8(b);	<b>Protruding Objects:</b> 1. Does a telephone, sign, shelf, or other <b>object project more than 4" into the circulation path</b> and have the leading edge begin <b>more than 27"</b> and less than 80" above the floor? ("Yes" is a violation.) 2. Do pipes, signs, or other objects hang from above to <b>less than 80" above</b> the circulation path?	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>		
	<b>Door:</b>			
4.13.6; Fig. 25(a); Fig. 25(b); Fig. 25(c);	<b>Swinging Doors - Pull side (Choose only one)</b> 1. Approaching the door <b>head-on</b> (fig. 25(a): Is there <b>at least 18"</b> to the <b>latch side</b> ? Is the <b>depth at least 60"</b> ? 2. Approaching the <b>hinge side</b> of the door (fig. 25(b): Is there <b>at least 36"</b> to the <b>latch side</b> (42" if the depth is less than 60")? Is the <b>depth at least 54"</b> ? 3. Approaching the <b>latch side</b> of the door (fig. 25(c): Is there <b>at least 24"</b> to the <b>latch side</b> ? Is the <b>depth at least 48"</b> (54" if the door has a closer)?	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>		
4.13.6; Fig. 25(a); Fig. 25(b); Fig. 25(c);	<b>Swinging Doors - Push side (Choose only one)</b> 1. Approaching the door <b>head-on</b> (fig. 25(a): Is there <b>at least 12"</b> to the <b>latch side</b> when there is both a closer and latch side? If no closer and latch, there is no requirement. Is the <b>depth at least 48"</b> ? 2. Approaching the <b>hinge side</b> of the door (fig. 25(b): Is there <b>at least 18"</b> to the <b>hinge side</b> ? Is the <b>depth at least 42"</b> (48" if the door has both a closer and latch)? 3. Approaching the <b>latch side</b> of the door (fig. 25(c): Is there <b>at least 24"</b> to the <b>latch side</b> ? Is the <b>depth at least 42"</b> (48" if the door has a closer)?	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>		

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Citation	EXTERIOR AND INTERIOR COMMON USE ELEMENTS	Measurements/Comments	N/C Finding *	Picture No. **
4.13.5; Fig. 24; 4.13.4;	<b>Clear Door Width is at least 32”?</b> <i>(Measured from the door face to the opposite stop when the door is open 90°.)</i> <i>(At double doors, measure using only one door.)</i>			
4.13.9; 4.13.11;	<b>Door Hardware:</b> 1. <b>Does not</b> require tight grasping or twisting to operate? (Lever or push/pulls are acceptable types.) 2. Mounted <b>no higher than 48”</b> above the floor? (Including common use dead bolts.) 3. For interior doors only, opening force is <b>no more than 5 pounds?</b>	_____ _____ _____ _____		
4.13.8;	<b>Thresholds:</b> 1. The threshold is <b>no higher than 3/4” (1/2” in New Construction)?</b> 2. Is the threshold <b>beveled?</b>	_____ _____		
7.2; 4.32.4;	<b>Business/Transactional Counter: If the counter is more than 36”</b> above the floor: 1. <b>Is there an auxiliary counter</b> (in close proximity to the main counter), or a portion of the main counter, that is <b>no higher than 34”?</b>	_____ _____ _____		

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\*\* Insert Photograph numbers for all elements and areas of non-compliance.

Facility Name \_\_\_\_\_  
 Address \_\_\_\_\_  
 Unit/Apartment Number \_\_\_\_\_  
 Telephone Number \_\_\_\_\_  
 TDD/TTY Number \_\_\_\_\_

Name of Reviewer(s) \_\_\_\_\_  
 Date(s) of Review \_\_\_\_\_  
 Date Building was Built \_\_\_\_\_  
 Date(s) of Renovations, if any \_\_\_\_\_  
**(Any structure built after July 11, 1988 is considered New Construction)**

Citation	EXTERIOR AND INTERIOR COMMON USE ELEMENTS	Measurements/Comments		N/C Finding *	Picture No. **
		WOMEN	MEN		
	<b>PUBLIC RESTROOMS:</b>				
	<b>Public Restroom Location:</b>				
4.22.1; 4.1.2(10); 4.1.6(4)(e)	If public restrooms are provided, is <b>at least one (1)</b> accessible and on an accessible route ( <b>All restrooms if New Construction</b> )?				
4.1.1(7); 4.30.5	<b>Sign:</b> Is it identified by an International Symbol of Accessibility?				
4.1.2(15); 4.30.4; 4.30.3; 4.30.6;	Survey <b>Signage</b> designating permanent rooms and spaces (including exit signs at doors, elevators, restrooms and room numbers): 1. Does the text <b>contrast</b> with the background? 2. Is the text <b>raised</b> or incised? 3. Are characters <b>at least 5/8"</b> but <b>no more than 2" tall</b> ? 4. Is the sign mounted to the <b>latch side of the door</b> ? 5. Is the sign mounted <b>between 54" and 66"</b> above the floor?	_____ _____ _____ _____ _____			
	<b>Doors:</b>				
4.13.6	<b>Maneuvering Space:</b> (Automatic or power-assisted doors do not require any minimum maneuvering clearance.)				
4.13.6	The maneuvering space <b>slopes no more than 2%</b> in either direction?				
4.13.6; Fig. 25(a); Fig. 25(b); Fig. 25(c);	<b>Swinging Doors - Pull side (Choose only one)</b> 1. Approaching the door <b>head-on</b> (fig. 25(a)): Is there <b>at least 18"</b> to the <b>latch side</b> ? Is the <b>depth at least 60"</b> ? 2. Approaching the <b>hinge side</b> of the door (fig. 25(b)): Is there <b>at least 36"</b> to the <b>latch side</b> (42" if the depth is less than 60")? Is the <b>depth at least 54"</b> ? 3. Approaching the <b>latch side</b> of the door (fig. 25(c)): Is there <b>at least 24"</b> to the <b>latch side</b> ? Is the <b>depth at least 48"</b> (54" if the door has a closer)?	_____ _____ _____ _____ _____ _____ _____ _____			

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 \*\* Insert Photograph numbers for all elements and areas of non-compliance.



Citation	EXTERIOR AND INTERIOR COMMON USE ELEMENTS	Measurements/Comments		N/C Finding *	Picture No. **
		WOMEN	MEN		
	<b>PUBLIC RESTROOMS:</b>				
4.13.6; Fig. 25(a); Fig. 25(b); Fig. 25(c);	<b>Swinging Doors - Push side (Choose only one)</b> 1. Approaching the door <b>head-on</b> (fig. 25(a)): Is there <b>at least 12"</b> to the <b>latch side</b> when there is both a closer and latch side? If no closer and latch, there is no requirement. Is the <b>depth at least 48"</b> ? 2. Approaching the <b>hinge side</b> of the door (fig. 25(b)): Is there <b>at least 18"</b> to the <b>hinge side</b> ? Is the <b>depth at least 42"</b> (48" if the door has both a closer and latch)? 3. Approaching the <b>latch side</b> of the door (fig. 25(c)): Is there <b>at least 24"</b> to the <b>latch side</b> ? Is the <b>depth at least 42"</b> (48" if the door has a closer)?	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>			
4.13.7; Fig. 26	<b>Two Doors in a Series (Vestibule):</b> Between the doors, is there <b>at least 48"</b> beyond the swing of the doors?				
4.13.5; Fig. 24; 4.13.4;	<b>Clear Door Width is at least 32"</b> ? ( <i>Measured from the door face to the opposite stop when the door is open 90°.</i> ) ( <i>At double doors, measure using only one door.</i> )				
4.13.10;	Does the door take <b>more than 3 seconds to close</b> ? ( <i>From an open position of 70° to a point 3" from the latch</i> )	<hr/>			
4.13.9; 4.13.11;	<b>Door Hardware:</b> 1. <b>Does not require tight grasping</b> or twisting to operate? (Lever or push/pulls are acceptable types.) 2. Mounted <b>no higher than 48"</b> above the floor? (Including common use dead bolts.) 3. For interior doors only, opening force is <b>no more than 5 pounds</b> ?	<hr/> <hr/> <hr/> <hr/>			
4.13.8;	<b>Thresholds:</b> 1. The threshold is <b>no higher than 3/4" (1/2" in New Construction)</b> ? 2. Is the threshold <b>beveled</b> ?	<hr/> <hr/>			
4.18.2; 4.18.3; 4.18.4;	<b>Urinals:</b> 1. Elongated rim <b>no more than 17"</b> above the floor? 2. <b>Clear floor space is at least 30" x 48"</b> ? 3. Flush control is automatic or <b>no more than 44"</b> above the floor?	<hr/> <hr/> <hr/>			

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Citation	EXTERIOR AND INTERIOR COMMON USE ELEMENTS	Measurements/Comments		N/C Finding *	Picture No. **
		WOMEN	MEN		
	<b>PUBLIC RESTROOMS:</b>				
4.22.6; 4.19.2; 4.19.3; 4.19.4; Fig. 31; Fig. 32;	<b>Lavatory (a.k.a. Sink):</b> 1. Top of the <b>rim</b> is <b>no more than 34"</b> above the floor? 2. <b>Bottom of apron</b> is <b>at least 29"</b> above the floor? 3. At a point <b>8" back</b> from the front edge of the lavatory, is the clear knee space <b>at least 27" high</b> (excluding the dip of the overflow)? 4. Is the <b>clear floor space</b> <b>at least 30"</b> wide x 48" deep (must extend 17" to 19" under the lavatory)? 5. Are the drain and hot water supply <b>pipes insulated</b> ?	_____	_____		
4.19.5; 4.27.4;	<b>Faucet Controls</b> automatic or easily operated with one hand and <b>don't require</b> tight gripping, pinching or twisting of the wrist?				
4.22.6; 4.19.6;	Is the <b>Mirror</b> mounted with bottom edge of the <b>reflecting surface</b> <b>no more than 40"</b> above the floor?				
4.22.7; 4.27; 4.2.5; 4.2.6;	<b>Dispensers/Other Elements:</b> 1. Does each have a <b>clear floor space</b> of 30" x 48"? a. Soap Dispenser b. Paper Towels c. Trash Receptacle d. Coat Hooks e. Feminine Hygiene d. Others 2. Is the <b>Highest Operable Part</b> within reach? (48" for forward approach or 54" for a side approach) a. Soap Dispenser b. Paper Towels c. Trash Receptacle d. Coat Hooks e. Feminine Hygiene f. Others. 3. Is it <b>operable</b> with one hand without tight grasping, pinching, or twisting of the wrist?	_____	_____		

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Citation	EXTERIOR AND INTERIOR COMMON USE ELEMENTS	Measurements/Comments		N/C Finding *	Picture No. **
		WOMEN	MEN		
	<b>PUBLIC RESTROOMS:</b>				
4.22.3; 4.2.3; Fig. 3;	<b>Unobstructed Turning Space:</b> 1. If there is <b>only one lavatory (a.k.a. sink) and one toilet</b> , is there a 30" x 60" clear floor space beyond the swing of the door? (May overlap accessible route and clear floor spaces at fixtures.) 2. In <b>all other toilet rooms</b> , is there an unobstructed turning space (a <b>60" diameter circle or T-shape</b> )? (May overlap the accessible route, maneuvering space at the door, and clear floor spaces at fixtures.)	_____	_____		
4.16.3; 4.16.2; Fig. 28	<b>ALL Toilets (Whether in Stall or Not):</b> 1. Top of seat is <b>17" to 19" above the floor</b> ? 2. Is the <b>centerline exactly 18"</b> from the closest side wall?	_____	_____		
4.16.6; Fig. 29(b);	<b>Toilet Paper Dispenser:</b> 1. <b>Centerline is at least 19"</b> above the floor? 2. Starting at the edge farthest from the back wall, is it <b>no more than 36"</b> from the back wall? 3. Allows <b>continuous</b> paper delivery?	_____	_____		
4.16.5	<b>Flush Control:</b> 1. Flush control is automatic or <b>no more than 44"</b> above the floor? 2. Flush control is on the <b>wide side</b> (clear space side) of the toilet?	_____	_____		
4.17.5; 4.13; 4.17.3; Fig. 30(a); Fig. 29; 4.17.6; Fig. 30; 4.26.2;	<b>Toilet in a Stall:</b> 1. Stall door clear <b>opening width is at least 32"</b> ? 2. <b>Hardware does not require</b> tight grasping or twisting of the wrist? 3. <b>Maneuvering space</b> outside stall door: a. If door swings out and the maneuvering space has a <b>front approach</b> (fig. 25(a)), is there <b>18" to the latch side</b> ? b. For <b>all other door approaches</b> is the maneuvering space <b>at least 42" deep</b> ? 4. Facing toilet - If toilet is <b>wall-mounted</b> , is stall <b>at least 56" deep x 60" wide</b> ? 5. Facing toilet - If toilet is <b>floor-mounted</b> , is stall <b>at least 59" deep x 60" wide</b> ?	_____	_____		

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<b>PUBLIC RESTROOMS:</b>		WOMEN	MEN		
	<p>6. <b>Side Grab Bar:</b></p> <ul style="list-style-type: none"> <li>a. Is <b>centerline of grab bar</b> mounted <b>between 33" and 36"</b> above the floor?</li> <li>b. Is grab bar <b>between 1 ¼" and 1 ½"</b> in diameter?</li> <li>c. Is the space <b>between the grab bar and the wall 1 ½" exactly</b>?</li> <li>d. Is the grab bar <b>no more than 12" of the back wall and at least 40"</b> long?</li> </ul> <p>7. <b>Back Grab Bar:</b></p> <ul style="list-style-type: none"> <li>a. Is <b>centerline of grab bar</b> mounted <b>between 33" and 36"</b> above the floor?</li> <li>b. Is grab bar <b>between 1 ¼" and 1 ½"</b> in diameter?</li> <li>c. Is the space <b>between the grab bar and the wall 1 ½" exactly</b>?</li> <li>d. Is the grab bar <b>no more than 6" of the side wall and at least 36"</b> long?</li> </ul>	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>			
4.23.3; 4.16; Fig. 28; 4.16.4; Fig. 29; 4.26.2; 4.16.5;	<p><b>Toilet NOT in a Stall</b> (unisex or single-user restroom)</p> <ul style="list-style-type: none"> <li>1. If there is a <b>side approach</b>, is clear floor space <b>at least 56" deep x 48" wide</b> (a wall-hung lavatory may overhang the width up to 12")?</li> <li>2. If there is only a <b>front approach</b>, is clear floor space <b>at least 66" deep x 48" wide</b> (a wall-hung lavatory may overhang the width up to 12")?</li> </ul> <p>3. <b>Side Grab Bar:</b></p> <ul style="list-style-type: none"> <li>a. Is <b>centerline of grab bar</b> mounted <b>between 33" and 36"</b> above the floor?</li> <li>b. Is grab bar <b>between 1 ¼" and 1 ½"</b> in diameter?</li> <li>c. Is the space <b>between the grab bar and the wall 1 ½" exactly</b>?</li> <li>d. Is grab bar <b>no more than 12" of the back wall and at least 42"</b> long with the <b>front edge at least 54"</b> from the back wall?</li> </ul> <p>4. <b>Back Grab Bar:</b></p> <ul style="list-style-type: none"> <li>a. Is <b>centerline of grab bar</b> mounted <b>between 33" and 36"</b> above the floor?</li> <li>b. Is grab bar <b>between 1 ¼" and 1 ½"</b> in diameter?</li> <li>d. Is the space <b>between the grab bar and the wall 1 ½" exactly</b>?</li> <li>e. Is the grab bar <b>no more than 6" of the side wall and at least 36"</b> long?</li> </ul>	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>			

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Name of Reviewer(s) \_\_\_\_\_  
 Date(s) of Review \_\_\_\_\_  
 Date Building was Built \_\_\_\_\_  
 Date(s) of Renovations, if any \_\_\_\_\_  
**(Any structure built after July 11, 1988 is considered New Construction)**

Citation	EXTERIOR AND INTERIOR COMMON USE ELEMENTS	Measurements/Comments	N/C Finding *	Picture No. **
	<b>ELEVATOR/PLATFORM LIFT:</b>			
	<b>Elevator/Platform Lift Location:</b> <i>(Survey all elevator cars)</i>			
4.10.1; 4.3.3; 4.4.1; Fig. 7; Fig. 8(e)	Is the <b>minimum clear width</b> of the accessible route to the elevators <b>at least 36” wide, with no steps</b> (width may be reduced to 32” for a length of no more than 24”)?			
4.10.3; Fig. 20;	<b>Hall Call Buttons</b> (outside elevators): 1. <b>Centered at 42”</b> above the floor? 2. Have <b>visual signals</b> to indicate when each call is registered and when each call is answered? 3. <b>Not less than ¾”</b> in diameter? 4. Buttons are raised or flush?	_____ _____ _____ _____		
4.10.4; Fig. 20;	<b>Hall Lanterns</b> (outside elevators): 1. Above each elevator door is there a <b>visible and audible signal</b> that indicates which car is answering a call? (Can be in-car lanterns if they are visible from the vicinity of the hall call buttons when the doors open.) 2. Do audible signals sound <b>once for the “up” and twice for the “down”</b> or have verbal annunciators? 3. <b>Visible signals:</b> a. <b>Centerline is at least 72”</b> above the lobby floor? b. <b>Elements at least 2 ½” tall?</b>	_____ _____ _____ _____ _____ _____ _____ _____		
4.10.5; 4.30; Fig. 20;	<b>Raised Characters on Hoistway Entrances:</b> 1. Provided <b>on both jambs?</b> 2. <b>Centerline mounted 60” exactly above the floor?</b> 3. The characters <b>at least 2” high?</b>	_____ _____		
4.10.6;	<b>Door Protective &amp; Reopening Device:</b> 1. Door <b>reopens</b> when obstructed <b>without requiring contact?</b> 2. While obstructed and without contact, <b>door stays open at least 20 seconds?</b>	_____ _____		

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Citation	EXTERIOR AND INTERIOR COMMON USE ELEMENTS	Measurements/Comments	N/C Finding *	Picture No. **
	<b>ELEVATOR/PLATFORM LIFT:</b>			
4.10.2	Does the car <b>self-level to within ½”</b> ?			
4.10.9; Fig. 22	<b>Floor Plan of Elevator Cars (Choose only one):</b> 1. If <b>door is centered</b> , is the car <b>at least 51”</b> deep and <b>80” wide</b> ( <i>measured from panel to panel</i> )? 2. If <b>door is to one side</b> , is the car <b>at least 51”</b> deep and <b>68” wide</b> ( <i>measured from panel to panel</i> )? 3. If elevator cars are <b>existing</b> (installed before July 11, 1988) and do not comply with either of the questions above, is car <b>at least 48”</b> by <b>48”</b> ?	<hr/> <hr/> <hr/> <hr/>		
4.10.12; 4.30; Fig. 23(a)&(b)	<b>Car Controls (Inside Elevator):</b> 1. All floor buttons are <b>no higher than 48”</b> ? 2. <b>Smallest dimension</b> is at least <b>¾”</b> ? 3. Buttons are <b>raised or flush</b> ? 4. All buttons have a raised character/symbols mounted <b>to the left of the button</b> ? 5. <b>Raised star</b> to the left of the main floor button? 6. Do <b>floor buttons alight</b> when pushed and stay lit until the call is answered?	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/>		
4.10.12(3); Figs. 23(a) & (b)	<b>Emergency Controls (Inside Elevator):</b> Controls, including the emergency alarm and emergency stop, are grouped at the bottom of the panel with <b>centerlines no less than 35”</b> above the floor (Figs. 23(a) and (b))?	<hr/> <hr/> <hr/>		
4.10.13;	<b>Car Position Indicators (Inside Elevator):</b> Is it visual and mounted above the car control panel or over the door?	<hr/>		
4.10.14; 4.30; 4.27;	<b>Elevators – Emergency Communications:</b> <b>If a two-way communication system is provided:</b> 1. Mounted <b>between 15” and 48”</b> above the floor? 2. Characters and symbols are <b>raised</b> or incised and <b>at least 5/8” tall</b> ? 3. If there is a handset, is the <b>cord at least 29” long</b> ? 4. Controls <b>operable</b> with one hand without tight grasping or twisting? 5. <b>Does not require voice</b> communication?	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/>		
4.11; 4.11.2; 4.2.4; 4.11.3;	<b>PLATFORM LIFTS:</b> 1. Is platform <b>at least 48” deep and 36” wide</b> ? 2. Can one <b>enter and exit without assistance</b> ? (Is it on an accessible route, have compliant maneuvering space at the doors, and have compliant door hardware?)	<hr/> <hr/> <hr/>		

\* Place asterisk in column for findings of non-compliance.  
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 Address \_\_\_\_\_  
 Unit/Apartment Number \_\_\_\_\_  
 Telephone Number \_\_\_\_\_  
 TDD/TTY Number \_\_\_\_\_

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 Date(s) of Review \_\_\_\_\_  
 Date Building was Built \_\_\_\_\_  
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Citation	EXTERIOR AND INTERIOR COMMON USE ELEMENTS	Measurements/Comments	N/C Finding *	Picture No. **
<b>DRINKING FOUNTAINS/WATER COOLERS:</b>				
<b>Drinking Fountain Location:</b>				
4.15.5(2); 4.15.5(5); Fig. 27;	1. If <b>free-standing</b> or built-in, is there a 30" x 48" clear floor space for a parallel approach? 2. If <b>wall-</b> and post-mounted: a. <b>Knee clearance at least 27"</b> high? b. 30" by 48" <b>clear floor space</b> for a forward approach? c. Clear floor space <b>extends 17" to 19" under</b> the drinking fountain?	_____ _____ _____ _____ _____		
4.15.2; 4.15.3;	<b>Spout:</b> 1. Is <b>no more than 36"</b> above the floor? 2. Near front? 3. <b>Water flow height is at least 4"?</b>	_____ _____		
4.15.4; 4.27.4;	<b>Controls:</b> 1. Mounted on the front or on the side <b>near the front?</b> 2. <b>Operable</b> with one hand and does not require tight grasping, pinching, or twisting of the wrist?	_____ _____		
4.4.1; Fig. 8(a); Fig. 8(b);	<b>Protruding Object:</b> Is <b>leading edge</b> of the drinking fountain <b>more than 27"</b> above the floor and <b>projects more than 4"</b> into the circulation path? ("Yes" is a violation.)	_____		

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 TDD/TTY Number \_\_\_\_\_

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Citation	EXTERIOR AND INTERIOR COMMON USE ELEMENTS	Measurements/Comments	N/C Finding *	Picture No. **
	<b>MAILBOXES:</b>			
	<b>Mailbox Location:</b>			
	<b>NOTE: Residents with disabilities can request the U.S. Postal Service to accommodate their disability by assigning them a mailbox on the bottom row.</b>			
4.3.3; 4.4.1; Fig. 7; Fig. 8(e);	Is the <b>minimum clear width</b> of the accessible route to the mailboxes <b>at least 36" wide, with no steps</b> (width may be reduced to 32" for a length of no more than 24")?			
4.2; 4.1; 4.2.5; 4.2.6; 4.2.4	<ol style="list-style-type: none"> <li>1. <b>Clear floor space</b> at least 30" wide x 48" deep? <i>(Survey the boxes for the accessible unit. For more reach range options, see "Controls" on page 4.)</i></li> <li>2. <b>Front approach</b> (fig. 5(a)): mounted <b>no higher than 48"</b> above the floor?</li> <li>3. <b>Side approach</b> (fig. 6(b)): mounted <b>no higher than 54"</b> above the floor?</li> </ol>	<hr/> <hr/> <hr/> <hr/>		
4.27.4;	Is it <b>operable</b> with one hand without tight grasping, pinching, or twisting of the wrist?			

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 Date(s) of Review \_\_\_\_\_  
 Date Building was Built \_\_\_\_\_  
 Date(s) of Renovations, if any \_\_\_\_\_  
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Citation	EXTERIOR AND INTERIOR COMMON USE ELEMENTS	Measurements/Comments	N/C Finding *	Picture No. **
<b>LAUNDRY FACILITIES:</b>				
<b>Laundry Location:</b>				
4.3.3; 4.4.1; Fig. 7; Fig. 8(e)	Is the <b>minimum clear width</b> of the accessible route to the laundry facility <b>at least 36" wide, with no steps</b> (width may be reduced to 32" for a length of no more than 24")?			
<b>Maneuvering Space at Door:</b> (Automatic or power-assisted doors do not require any minimum maneuvering clearance.)				
4.13.6	The maneuvering space <b>slopes no more than 2%</b> in either direction?			
4.13.6; Fig. 25(a); Fig. 25(b); Fig. 25(c);	<b>Swinging Doors - Pull side (Choose only one)</b> 1. Approaching the door <b>head-on</b> (fig. 25(a)): Is there <b>at least 18"</b> to the <b>latch side</b> ? Is the <b>depth at least 60"</b> ? 2. Approaching the <b>hinge side</b> of the door (fig. 25(b)): Is there <b>at least 36"</b> to the <b>latch side</b> (42" if the depth is less than 60")? Is the <b>depth at least 54"</b> ? 3. Approaching the <b>latch side</b> of the door (fig. 25(c)): Is there <b>at least 24"</b> to the <b>latch side</b> ? Is the <b>depth at least 48"</b> (54" if the door has a closer)?	_____ _____ _____ _____ _____ _____ _____ _____ _____ _____		
4.13.6; Fig. 25(a); Fig. 25(b); Fig. 25(c);	<b>Swinging Doors - Push side (Choose only one)</b> 1. Approaching the door <b>head-on</b> (fig. 25(a)): Is there <b>at least 12"</b> to the <b>latch side</b> when there is both a closer and latch side? If no closer and latch, there is no requirement. Is the <b>depth at least 48"</b> ? 2. Approaching the <b>hinge side</b> of the door (fig. 25(b)): Is there <b>at least 18"</b> to the <b>hinge side</b> ? Is the <b>depth at least 42"</b> (48" if the door has both a closer and latch)?	_____ _____ _____ _____ _____ _____ _____ _____ _____ _____		

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Citation	EXTERIOR AND INTERIOR COMMON USE ELEMENTS	Measurements/Comments	N/C Finding *	Picture No. **
	<b>LAUNDRY FACILITIES:</b>			
	3. Approaching the <b>latch side</b> of the door (fig. 25(c)): Is there <b>at least 24"</b> to the <b>latch side</b> ? Is the <b>depth at least 42"</b> (48" if the door has a closer)?			
4.13.5; Fig. 24; 4.13.4;	<b>Clear Door Width is at least 32"</b> ? ( <i>Measured from the door face to the opposite stop when the door is open 90°.</i> ) ( <i>At double doors, measure using only one door.</i> )	_____		
4.13.10;	Does the door take <b>more than 3 seconds to close</b> ? ( <i>From an open position of 70° to a point 3" from the latch</i> )	_____		
4.13.9; 4.13.11;	<b>Door Hardware:</b> 1. <b>Does not</b> require <b>tight grasping</b> or twisting to operate? (Lever or push/pulls are acceptable types.) 2. Mounted <b>no higher than 48"</b> above the floor? (Including common use dead bolts.) 3. For interior doors only, opening force is <b>no more than 5 pounds</b> ?	_____ _____ _____		
4.13.8;	<b>Thresholds:</b> 1. The threshold is <b>no higher than 3/4"</b> ( <b>1/2"</b> in New Construction)? 2. Is the threshold <b>beveled</b> ?	_____ _____		
4.34.7.2;	Minimum of <b>1 front-loading</b> washer and dryer?			
4.2.5; 4.2.6	1. <b>Clear floor space</b> at least 30" wide x 48" deep? ( <i>For more reach range options, see "Controls" on page 4.</i> ) 2. <b>Front approach</b> (fig. 5(a)): mounted <b>no higher than 48"</b> above the floor? 3. <b>Side approach</b> (fig. 6(b)): mounted <b>no higher than 54"</b> above the floor?	_____ _____ _____		
4.27.4; 4.34.7.3;	Are machine controls <b>operable</b> with one hand without tight grasping, pinching, or twisting of the wrist?			
4.1.2(17); 4.32.3; 4.32.4	Fixed or built-in tables and <b>work surfaces:</b> 1. Top is <b>between 28" and 34"</b> above the floor? 2. <b>Clear floor space</b> is 30" by 48" that extends 19" under the table or work surface? 3. <b>Knee space</b> is <b>at least 27"</b> high?	_____ _____ _____		

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 Unit/Apartment Number \_\_\_\_\_  
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 Date(s) of Review \_\_\_\_\_  
 Date Building was Built \_\_\_\_\_  
 Date(s) of Renovations, if any \_\_\_\_\_  
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Citation	EXTERIOR AND INTERIOR COMMON USE ELEMENTS	Measurements/Comments	N/C Finding *	Picture No. **
<b>DUMPSTERS AND TRASH CHUTES:</b>				
<b>Location:</b>				
4.3.3; 4.4.1; Fig. 7; Fig. 8(e)	Is the <b>minimum clear width</b> of the accessible route to this space <b>at least 36" wide, with no steps</b> (width may be reduced to 32" for a length of no more than 24")?			
4.13.6	<b>Maneuvering Space at door or gate:</b> (Automatic or power-assisted doors do not require maneuvering space.)			
4.13.6	The maneuvering space <b>slows no more than 2%</b> in either direction?			
4.13.6; Fig. 25(a); Fig. 25(b); Fig. 25(c);	<b>Swinging Doors - Pull side (Choose only one)</b> 1. Approaching the door <b>head-on</b> (fig. 25(a)): Is there <b>at least 18"</b> to the <b>latch side</b> ? Is the <b>depth at least 60"</b> ? 2. Approaching the <b>hinge side</b> of the door (fig. 25(b)): Is there <b>at least 36"</b> to the <b>latch side</b> (42" if the depth is less than 60")? Is the <b>depth at least 54"</b> ? 3. Approaching the <b>latch side</b> of the door (fig. 25(c)): Is there <b>at least 24"</b> to the <b>latch side</b> ? Is the <b>depth at least 48"</b> (54" if the door has a closer)?	_____ _____ _____ _____ _____ _____ _____ _____		
4.13.6; Fig. 25(a); Fig. 25(b); Fig. 25(c);	<b>Swinging Doors - Push side (Choose only one)</b> 1. Approaching the door <b>head-on</b> (fig. 25(a)): Is there <b>at least 12"</b> to the <b>latch side</b> when there is both a closer and latch side? If no closer and latch, there is no requirement. Is the <b>depth at least 48"</b> ? 2. Approaching the <b>hinge side</b> of the door (fig. 25(b)): Is there <b>at least 18"</b> to the <b>hinge side</b> ? Is the <b>depth at least 42"</b> (48" if the door has both a closer and latch)?	_____ _____ _____ _____ _____ _____ _____ _____		

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Citation	EXTERIOR AND INTERIOR COMMON USE ELEMENTS	Measurements/Comments	N/C Finding *	Picture No. **
	<b>DUMPSTERS AND TRASH CHUTES:</b>			
	3. Approaching the <b>latch side</b> of the door (fig. 25(c)): Is there <b>at least 24"</b> to the <b>latch side</b> ? Is <b>depth at least 42"</b> (48" if door has a closer)?			
4.13.5; Fig. 24; 4.13.4;	<b>Clear Door Width is at least 32"</b> ? ( <i>Measured from the door face to the opposite stop when the door is open 90°.</i> ) ( <i>At double doors, measure using only one door.</i> )			
4.13.10;	Does the door take <b>more than 3 seconds to close</b> ? ( <i>From an open position of 70° to a point 3" from the latch</i> )			
4.13.9; 4.13.11;	<b>Door Hardware:</b> 1. <b>Does not require tight grasping</b> or twisting to operate? (Lever or push/pulls are acceptable types.) 2. Mounted <b>no higher than 48"</b> above the floor? (Including common use dead bolts.) 3. For interior doors only, opening force is <b>no more than 5 pounds</b> ?	_____ _____ _____ _____		
4.13.8;	<b>Thresholds:</b> 1. The threshold is <b>no higher than 3/4" (1/2" in New Construction)</b> ? 2. Is the threshold <b>beveled</b> ?	_____ _____		
4.2.5; 4.2.6;	<b>Controls:</b> 1. <b>Clear floor space at least 30"</b> wide x 48" deep? ( <i>For more reach range options, see "Controls" on page 4.</i> ) 2. <b>Front approach</b> (fig. 5(a)): mounted <b>no higher than 48"</b> above the floor? 3. <b>Side approach</b> (fig. 6(b)): mounted <b>no higher than 54"</b> above the floor?	_____ _____ _____		
4.27.4;	Are machine controls <b>operable</b> with one hand without tight grasping, pinching, or twisting of the wrist?			

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 Address \_\_\_\_\_  
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 Telephone Number \_\_\_\_\_  
 TDD/TTY Number \_\_\_\_\_

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 Date Building was Built \_\_\_\_\_  
 Date(s) of Renovations, if any \_\_\_\_\_  
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Citation	EXTERIOR AND INTERIOR COMMON USE ELEMENTS	Measurements/Comments	N/C Finding *	Picture No. **
	<b>CLOTHES LINES, PICNIC AREA, PLAY EQUIPMENT, OTHER:</b>			
	<b>Location:</b>			
4.3.3; 4.4.1; Fig. 7; Fig. 8(e);	Is the <b>minimum clear width</b> of the accessible route to this space <b>at least 36" wide, with no step</b> (width may be reduced to 32" for a length of no more than 24")?			
4.13.6	<b>Maneuvering Space at door or gate:</b> (Automatic or power-assisted doors do not require maneuvering space.)			
4.13.6	The maneuvering space <b>slopes no more than 2%</b> in either direction?			
4.13.6; Fig. 25(a); Fig. 25(b); Fig. 25(c);	<b>Swinging Doors - Pull side (Choose only one)</b> 1. Approaching the door <b>head-on</b> (fig. 25(a)): Is there <b>at least 18"</b> to the <b>latch side</b> ? Is the <b>depth at least 60"</b> ? 2. Approaching the <b>hinge side</b> of the door (fig. 25(b)): Is there <b>at least 36"</b> to the <b>latch side</b> (42" if the depth is less than 60")? Is the <b>depth at least 54"</b> ? 3. Approaching the <b>latch side</b> of the door (fig. 25(c)): Is there <b>at least 24"</b> to the <b>latch side</b> ? Is <b>depth at least 48"</b> (54" if door has a closer)?	_____ _____ _____ _____ _____ _____ _____		
4.13.6; Fig. 25(a); Fig. 25(b); Fig. 25(c);	<b>Swinging Doors - Push side (Choose only one)</b> 1. Approaching the door <b>head-on</b> (fig. 25(a)): Is there <b>at least 12"</b> to the <b>latch side</b> when there is both a closer and latch side? If no closer and latch, there is no requirement. Is the <b>depth at least 48"</b> ? 2. Approaching the <b>hinge side</b> of the door (fig. 25(b)): Is there <b>at least 18"</b> to the <b>hinge side</b> ? Is the <b>depth at least 42"</b> (48" if the door has both a closer and latch)?	_____ _____ _____ _____ _____ _____ _____		

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Citation	EXTERIOR AND INTERIOR COMMON USE ELEMENTS	Measurements/Comments	N/C Finding *	Picture No. **
	<b>CLOTHES LINES, PICNIC AREA, PLAY EQUIPMENT, OTHER:</b>			
	3. Approaching the <b>latch side</b> of the door (fig. 25(c)): Is there <b>at least 24"</b> to the <b>latch side</b> ? Is <b>depth at least 42"</b> (48" if door has a closer)?			
4.13.5; Fig. 24; 4.13.4;	<b>Clear Door Width is at least 32"</b> ? ( <i>Measured from the door face to the opposite stop when the door is open 90°.</i> ) ( <i>At double doors, measure using only one door.</i> )			
4.13.10;	Does the door take <b>more than 3 seconds to close</b> ? ( <i>From an open position of 70° to a point 3" from the latch</i> )			
4.13.9; 4.13.11;	<b>Door Hardware:</b> 1. <b>Does not require tight grasping</b> or twisting to operate? (Lever or push/pulls are acceptable types.) 2. Mounted <b>no higher than 48"</b> above the floor? (Including common use dead bolts.) 3. For interior doors only, opening force is <b>no more than 5 pounds</b> ?	_____ _____ _____ _____		
4.13.8;	<b>Thresholds:</b> 1. For all other doors, the threshold is <b>no higher than 3/4"</b> ( <b>1/2" in New Construction</b> )? 2. Is the threshold <b>beveled</b> ?	_____ _____		
4.2.5; 4.2.6;	<b>Controls:</b> 1. <b>Clear floor space at least 30"</b> wide x 48" deep? ( <i>For more reach range options, see "Controls" on page 4.</i> ) 2. <b>Front approach</b> (fig. 5(a)): mounted <b>no higher than 48"</b> above the floor? 3. <b>Side approach</b> (fig. 6(b)): mounted <b>no higher than 54"</b> above the floor?	_____ _____ _____		
4.27.4;	Are machine controls <b>operable</b> with one hand without tight grasping, pinching, or twisting of the wrist?			

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 Address \_\_\_\_\_  
 Unit/Apartment Number \_\_\_\_\_  
 Telephone Number \_\_\_\_\_  
 TDD/TTY Number \_\_\_\_\_

Name of Reviewer(s) \_\_\_\_\_  
 Date(s) of Review \_\_\_\_\_  
 Date Building was Built \_\_\_\_\_  
 Date(s) of Renovations, if any \_\_\_\_\_  
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Citation	EXTERIOR AND INTERIOR COMMON USE ELEMENTS	Measurements/Comments	N/C Finding *	Picture No. **
	<b>MISCELLANEOUS:</b>			
	<b>Misc. Location:</b>			
	<b>Community Kitchen:</b> <i>(If existing construction (built before July 11, 1988), survey only the portions that residents and their guests use.)</i>			
4.1.2(12); 4.2.4.1; 4.2.5; 4.2.6; 4.24.3; 4.27	<b>Community Kitchen Sink Controls:</b> 1. Are <b>controls</b> operable with one hand <b>without tight grasping or twisting</b> ? 2. Is the <b>clear floor space</b> at least 30" x 48"? 3. If <b>forward reach</b> , a. Is the maximum height for the controls <b>no more than 44"</b> ? b. Are the controls <b>no more than 25"</b> from the front edge? 4. If <b>side reach</b> , a. Is the sink <b>counter no higher than 34"</b> ? b. Are the controls <b>no more than 24" from the front edge</b> ?	_____ _____ _____ _____ _____ _____ _____ _____ _____ _____		
4.1.2(17); 4.32.4	Is the portion of the <b>work surface no higher than 34"</b> ?			
4.1.2(11); 4.2.5; 4.2.6; 4.27	<b>Community Kitchen Storage:</b> <i>(survey one of each type.)</i> 1. Are controls operable with one hand <b>without tight grasping or twisting</b> ? 2. Is the <b>clear floor space</b> at least 30" x 48"? 3. If <b>forward reach</b> , is the operating hardware and at least one shelf <b>between 15" and 48"</b> (44" if reaching over an obstruction that's at least 20" deep)? 4. If <b>side reach</b> , is the operating hardware and at least one shelf <b>between 9" and 54"</b> (46" if reaching over an obstruction no higher than 34" and more than 10" deep. Cannot reach over an obstruction more than 34" tall.)?	_____ _____ _____ _____ _____ _____ _____ _____ _____ _____		

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Citation	EXTERIOR AND INTERIOR COMMON USE ELEMENTS	Measurements/Comments	N/C Finding *	Picture No. **
	<b>MISCELLANEOUS:</b>			
4.1.2(16);	<b>Telephones:</b> <i>(At least one accessible telephone must be provided at each bank of telephones and individual telephone location)</i>			
4.31.2;	<b>Clear Floor Space</b> at least 30" x 48" for a parallel approach or a forward approach.)			
4.31.3; 4.2.5; 4.2.6;	<b>Telephone Mount Height:</b> 1. The highest operable part of phone is <b>no higher than 54"</b> if a parallel approach site impracticality used or 48" if a forward approach is used? 2. On a single floor or on the site, if there are two or more groups of telephones, if there <b>at least one telephone</b> that provides a forward approach?	_____ _____ _____ _____		
4.1.2(16)(b) ; 4.31.5;	Is there at least one telephone with <b>Volume Control</b> ?			
4.31.8;	<b>Telephone Cord at least 29"</b> long?			
4.4.1; Fig. 8(a) & (b)	<b>Protruding Object:</b> 1. If <b>wall mounted</b> , is the leading edge of the telephone <b>more than 27"</b> above the floor and projects <b>more than 4"</b> into the circulation path? ("Yes" is a violation.) 2. If <b>post mounted</b> , is the leading edge of the telephone more than 27" above the floor and projects more than 12" into the circulation path?	_____ _____ _____ _____		
4.33.7;	<b>Assistive Listening Systems</b> (public meeting rooms); 1. Assistive Listening System provided? 2. If so, what type(s)? 3. How are these made available?	_____ _____		

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 Unit/Apartment Number \_\_\_\_\_  
 Telephone Number \_\_\_\_\_  
 TDD/TTY Number \_\_\_\_\_

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Citation	DWELLING UNIT ACCESSIBLE ELEMENTS	Measurements/Comments	N/C Finding *	Picture No. **
	<b>DWELLING UNIT/ACCESSIBLE ROUTE:</b>			
	<i>(Includes private outdoor spaces such as balconies, patios, clothes lines, trash receptacle areas, etc.) (Use pages 2 – 32 for all common use elements.)</i>			
	<b>Route Location:</b>			
	<b>ENTRANCE DOOR</b>			
4.13.6	<b>Maneuvering Space:</b> (Automatic or power-assisted doors do not require any minimum maneuvering clearance.)			
4.34.2(6); 4.13.6	The maneuvering space <b>slopes no more than 2%</b> in either direction?			
4.34.2(6); 4.13.6; Fig. 25(a); Fig. 25(b); Fig. 25(c);	<b>Swinging Doors - Pull side (Choose only one)</b> 1. Approaching the door <b>head-on</b> (fig. 25(a)): Is there <b>at least 18"</b> to the <b>latch side</b> ? Is the <b>depth at least 60"</b> ? 2. Approaching the <b>hinge side</b> of the door (fig. 25(b)): Is there <b>at least 36"</b> to the <b>latch side</b> (42" if the depth is less than 60")? Is the <b>depth at least 54"</b> ? 3. Approaching the <b>latch side</b> of the door (fig. 25(c)): Is there <b>at least 24"</b> to the <b>latch side</b> ? Is <b>depth at least 48"</b> (54" if door has a closer)?	_____ _____ _____ _____ _____ _____		
4.34.2(6); 4.13.6; Fig. 25(a); Fig. 25(b); Fig. 25(c);	<b>Swinging Doors - Push side (Choose only one)</b> 1. Approaching the door <b>head-on</b> (fig. 25(a)): Is there <b>at least 12"</b> to the <b>latch side</b> when there is both a closer and latch side? If no closer and latch, there is no requirement. Is the <b>depth at least 48"</b> ? 2. Approaching the <b>hinge side</b> of the door (fig. 25(b)): Is there <b>at least 18"</b> to the <b>hinge side</b> ? Is the <b>depth at least 42"</b> (48" if the door has both a closer and latch)?	_____ _____ _____ _____ _____ _____		

\* Place asterisk in column for findings of non-compliance.  
 \*\* Insert Photograph numbers for all elements and areas of non-compliance.

Citation	DWELLING UNIT ACCESSIBLE ELEMENTS	Measurements/Comments	N/C Finding *	Picture No. **
	<b>DWELLING UNIT/ACCESSIBLE ROUTE:</b>			
	3. Approaching the <b>latch side</b> of the door (fig. 25(c)): Is there <b>at least 24"</b> to the <b>latch side</b> ? Is <b>depth at least 42"</b> (48" if door has a closer)?			
4.34.2(6); 4.13.5; Fig. 24;	<b>Clear Door Width is at least 32"</b> ? ( <i>Measured from the door face to the opposite stop when the door is open 90°.</i> )			
4.34.2(6); 4.13.10;	Does the door take <b>more than 3 seconds to close</b> ? ( <i>From an open position of 70° to a point 3" from the latch</i> )			
4.34.2(6); 4.13.9; 4.13.11;	<b>Door Hardware:</b> 1. <b>Does not</b> require <b>tight grasping</b> or twisting to operate? (Lever or push/pulls are acceptable types.) 2. Mounted <b>no higher than 48"</b> above the floor? (Including dead bolts.) 3. For interior doors only, opening force is <b>no more than 5 pounds</b> ?	_____ _____ _____ _____		
4.34.2(6); 4.13.8;	<b>Thresholds:</b> 1. The threshold is <b>no higher than 3/4" (1/2" in New Construction)</b> ? 2. Is the threshold <b>beveled</b> ?	_____ _____		
4.34.2(3)	<b>ACCESSIBLE ROUTE</b> <i>(Must connect the entrance door to the living spaces, kitchen, the accessible bathroom, the accessible bedrooms, and all the dwelling unit outdoor spaces such patios, balconies, clothes lines, and trash receptacles.)</i>			
4.34.2(3); 4.3.3; 4.4.1; Fig. 8(e);	Is the <b>minimum clear width</b> of the accessible route to this space <b>at least 36" wide, with no steps</b> (width may be reduced to 32" for a length of no more than 24")?	_____ _____ _____		
4.34.2(2); 4.5.1; 4.3.8; 4.5.2;	<b>Surface:</b> 1. Firm, stable and slip-resistant? 2. Changes in level between 1/4" – 1/2" shall be <b>beveled</b> ? 3. Changes in level greater than 1/2" are ramped?	_____ _____		
4.34.2(2); 4.5.2	Must <b>stairs</b> be used as part of the accessible route? ( <i>"Yes" is a barrier.</i> )			

\* Place asterisk in column for findings of non-compliance.  
\*\* Insert Photograph numbers for all elements and areas of non-compliance.

Citation	DWELLING UNIT ACCESSIBLE ELEMENTS	Measurements/Comments	N/C Finding *	Picture No. **
	<b>DWELLING UNIT/ACCESSIBLE ROUTE:</b>			
	<b>BEDROOM(S)</b> <i>(Survey no more than two bedrooms)</i>			
4.34.2(15); 4.34.2(6); 4.13.6; Fig. 25(a); Fig. 25(b); Fig. 25(c);	<b>Swinging Doors - Pull side (Choose only one)</b> 1. Approaching the door <b>head-on</b> (fig. 25(a)): Is there <b>at least 18"</b> to the <b>latch side</b> ? Is the <b>depth at least 60"</b> ? 2. Approaching the <b>hinge side</b> of the door (fig. 25(b)): Is there <b>at least 36"</b> to the <b>latch side</b> (42" if the depth is less than 60")? Is the <b>depth at least 54"</b> ? 3. Approaching the <b>latch side</b> of the door (fig. 25(c)): Is there <b>at least 24"</b> to the <b>latch side</b> ? Is the <b>depth at least 48"</b> ?	<b>Bedroom #1</b> <b>Bedroom #2</b> _____ _____ _____ _____ _____ _____ _____ _____		
4.34.2(6); 4.13.6; Fig. 25(a); Fig. 25(b); Fig. 25(c);	<b>Swinging Doors - Push side (Choose only one)</b> 1. Approaching the door <b>head-on</b> (fig. 25(a)): Is there <b>at least 12"</b> to the <b>latch side</b> when there is both a closer and latch side? If no closer and latch, there is no requirement. Is the <b>depth at least 48"</b> ? 2. Approaching the <b>hinge side</b> of the door (fig. 25(b)): Is there <b>at least 18"</b> to the <b>hinge side</b> ? Is the <b>depth at least 42"</b> ? 3. Approaching the <b>latch side</b> of the door (fig. 25(c)): Is there <b>at least 24"</b> to the <b>latch side</b> ? Is the <b>depth at least 42"</b> ?	_____ _____ _____ _____ _____ _____ _____ _____		
4.34.2(6); 4.13.5; Fig. 24;	<b>Clear Door Width is at least 32"</b> ? <i>(Measured from the door face to the opposite stop when the door is open 90°.)</i>			
4.13.5; 4.25.2; 4.2.4; 4.25.3; 4.2.5; 4.2.6;	<b>Closets:</b> 1. <b>Doors:</b> a. If closet is <b>deeper than 24"</b> , survey this door the same way as the bedroom door. b. If closet is <b>no deeper than 24"</b> , then is the clear opening <b>at least 20"</b> ? <i>(For reaching-in only.)</i> 2. <b>Clear floor space</b> of 30" wide x 48" deep in front of clothes rod?	_____ _____ _____ _____ _____ _____ _____		

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 \*\* Insert Photograph numbers for all elements and areas of non-compliance.

Citation	DWELLING UNIT ACCESSIBLE ELEMENTS	Measurements/Comments	N/C Finding *	Picture No. **														
	<b>DWELLING UNIT/ACCESSIBLE ROUTE:</b>																	
	3. Is a <b>clothes rod no more than 54"</b> above the floor, or adjustable to that height? 4. If there is a <b>shelf</b> : a. If <b>side reach, no more than 54"</b> above floor? b. If <b>forward reach, no more than 48"</b> above the floor? 5. If <b>closet is at least 48" deep</b> is there a turning space (a 60" diameter circle or T-shape)? (May extend under clothes rods.)	<table border="0" style="width: 100%;"> <tr> <td style="width: 50%; text-align: center;"><b>Bedroom #1</b></td> <td style="width: 50%; text-align: center;"><b>Bedroom #2</b></td> </tr> <tr><td>_____</td><td>_____</td></tr> <tr><td>_____</td><td>_____</td></tr> <tr><td>_____</td><td>_____</td></tr> <tr><td>_____</td><td>_____</td></tr> <tr><td>_____</td><td>_____</td></tr> <tr><td>_____</td><td>_____</td></tr> </table>	<b>Bedroom #1</b>	<b>Bedroom #2</b>	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____		
<b>Bedroom #1</b>	<b>Bedroom #2</b>																	
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4.34.2(15)	<p style="text-align: center;"><b>OUTDOOR SPACES</b>  <i>(Dwelling unit outdoor spaces such as patios, balconies, clothes lines, and trash receptacles must be on an accessible route.)</i></p> <p><b>Door:</b></p>	_____ _____																
4.13.6	The maneuvering space <b>slopes no more than 2%</b> in either direction?																	
4.34.2(6); 4.13.6; Fig. 25(a); Fig. 25(b); Fig. 25(c);	<b>Swinging Doors - Pull side (Choose only one)</b> 1. Approaching the door <b>head-on</b> (fig. 25(a)): Is there <b>at least 18"</b> to the <b>latch side</b> ? Is the <b>depth at least 60"</b> ? 2. Approaching the <b>hinge side</b> of the door (fig. 25(b)): Is there <b>at least 36"</b> to the <b>latch side</b> (42" if the depth is less than 60")? Is the <b>depth at least 54"</b> ? 3. Approaching the <b>latch side</b> of the door (fig. 25(c)): Is there <b>at least 24"</b> to the <b>latch side</b> ? Is the <b>depth at least 48"</b> ?	_____ _____ _____ _____ _____ _____ _____																
4.34.2(6); 4.13.6; Fig. 25(a); Fig. 25(b); Fig. 25(c);	<b>Swinging Doors - Push side (Choose only one)</b> 1. Approaching the door <b>head-on</b> (fig. 25(a)): Is there <b>at least 12"</b> to the <b>latch side</b> when there is Both a closer and latch side? If no closer and latch, there is no requirement. Is the <b>depth at least 48"</b> ? 2. Approaching the <b>hinge side</b> of the door (fig. 25(b)): Is there <b>at least 18"</b> to the <b>hinge side</b> ? Is the <b>depth at least 42"</b> ?	_____ _____ _____ _____ _____																

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 \*\* Insert Photograph numbers for all elements and areas of non-compliance.

Citation	DWELLING UNIT ACCESSIBLE ELEMENTS	Measurements/Comments	N/C Finding *	Picture No. **
	<b>DWELLING UNIT/ACCESSIBLE ROUTE:</b>			
	3. Approaching the <b>latch side</b> of the door (fig. 25(c)): Is there <b>at least 24"</b> to the <b>latch side</b> ? Is the <b>depth at least 42"</b> ?			
4.13.6; Fig. 25(d); Fig. 25(e); Fig. 25(f);	<b>Sliding Doors (Choose one for each side)</b> 1. Approaching the door <b>head-on</b> (fig. 25(d)): Is the <b>depth at least 48"</b> ? 2. Approaching the <b>slide side</b> of the door (fig. 25(e)): Is there <b>at least 18"</b> to the <b>slide side</b> ? Is the <b>depth at least 42"</b> ? 3. Approaching the <b>latch side</b> of the door (fig. 25(f)): Is there <b>at least 24"</b> to the <b>latch side</b> ? Is the <b>depth at least 42"</b> ?	_____ _____ _____ _____		
4.34.2(6); 4.13.5; Fig. 24;	<b>Clear Door Width is at least 32"</b> ?			
4.34.2(6); 4.13.8;	<b>Thresholds:</b> 1. For <b>exterior sliding doors</b> , the threshold is <b>no higher than 3/4"</b> ? 2. The threshold is <b>no higher than 3/4"</b> (1/2" in New Construction)? 3. Is the threshold <b>beveled</b> ?	_____ _____ _____		
4.34.2(2); 4.2.3; Fig. 3;	Is there a turning space (a <b>60" diameter circle or T-shape</b> )?			
4.34.2(3); 4.3.3; 4.4.1; Fig. 8(e);	Is the <b>minimum clear width</b> of the accessible route to this space <b>at least 36" wide, with no steps</b> (width may be reduced to 32" for a length of no more than 24")?			
4.34.2(2); 4.5.1; 4.3.8; 4.5.2;	<b>Surface:</b> 1. Firm, stable and slip-resistant? 2. Changes in level between 1/4" – 1/2" shall be <b>beveled</b> ? 3. Changes in level greater than 1/2" are ramped?	_____ _____		
4.34.2(2); 4.5.2	Must <b>stairs</b> be used as part of the accessible route? (" <b>Yes</b> " is a barrier.)			
4.34.2(2); 4.3.7;	<b>Slope</b> is 5% or less (if slope is greater than 5% and it has ramp features, survey it as a ramp)?			
4.34.2(2); 4.3.7;	<b>Cross-slope</b> is <b>no more than 2%</b> ;			

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Citation	DWELLING UNIT ACCESSIBLE ELEMENTS	Measurements/Comments	N/C Finding *	Picture No. **
	<b>DWELLING UNIT/ACCESSIBLE ROUTE:</b>			
	<b>BATHROOMS</b> <i>(Only one must comply.)</i>			
4.34.5; 4.3.3; 4.4.1; Fig. 8(e);	Is the <b>minimum clear width</b> of the accessible route to this space <b>at least 36" wide, with no steps</b> (width may be reduced to 32" for a length of no more than 24")?			
4.34.2(6); 4.13.6; Fig. 25(a); Fig. 25(b); Fig. 25(c);	<b>Swinging Doors - Pull side (Choose only one)</b> 1. Approaching the door <b>head-on</b> (fig. 25(a)): Is there <b>at least 18"</b> to the <b>latch side</b> ? Is the <b>depth at least 60"</b> ? 2. Approaching the <b>hinge side</b> of the door (fig. 25(b)): Is there <b>at least 36"</b> to the <b>latch side</b> (42" if the depth is less than 60")? Is the <b>depth at least 54"</b> ? 3. Approaching the <b>latch side</b> of the door (fig. 25(c)): Is there <b>at least 24"</b> to the <b>latch side</b> ? Is the <b>depth at least 48"</b> ?	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>		
4.34.2(6); 4.13.6; Fig. 25(a); Fig. 25(b); Fig. 25(c);	<b>Swinging Doors - Push side (Choose only one)</b> 1. Approaching the door <b>head-on</b> (fig. 25(a)): Is there <b>at least 12"</b> to the <b>latch side</b> when there is both a closer and latch side? If no closer and latch, there is no requirement. Is the <b>depth at least 48"</b> ? 2. Approaching the <b>hinge side</b> of the door (fig. 25(b)): Is there <b>at least 18"</b> to the <b>hinge side</b> ? Is the <b>depth at least 42"</b> ? 3. Approaching the <b>latch side</b> of the door (fig. 25(c)): Is there <b>at least 24"</b> to the <b>latch side</b> ? Is the <b>depth at least 42"</b> ?	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>		
4.34.2(6); 4.13.5; Fig. 24;	<b>Clear Door Width is at least 32"</b> ? ( <i>Measured from the door face to the opposite stop when the door is open 90°.</i> )			
4.34.2(6); 4.13.8;	<b>Thresholds:</b> 1. The threshold is <b>no higher than 3/4" (1/2" in New Construction)</b> ? 2. Is the threshold <b>beveled</b> ?	<hr/> <hr/>		
4.34.5.2(2); Fig. 47(a);	<b>Toilet:</b> 1. Is top of toilet <b>seat between 15" and 19"</b> above the floor? 2. Is <b>centerline exactly 18"</b> from the closest side wall?	<hr/> <hr/> <hr/>		

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Citation	DWELLING UNIT ACCESSIBLE ELEMENTS	Measurements/Comments	N/C Finding *	Picture No. **
	<b>DWELLING UNIT/ACCESSIBLE ROUTE:</b>			
	4. Is the <b>clear floor space</b> at least 30" x 48" deep (that extends 17" to 19" under the lavatory)? 5. Are the drain and hot water supply <b>pipes insulated</b> ?	_____ _____ _____		
4.34.5.3(1); 4.22.6; 4.19.5; 4.27.4;	<b>Lavatory (a.k.a. Sink) Controls:</b> Operable with one hand; and <b>does not require</b> tight grasping, twisting or pinching of the wrist to operate;			
4.34.5.3(1); 4.22.6; 4.19.6;	<b>Mirror:</b> Bottom edge of <b>reflective surface</b> is <b>no more than 40"</b> above the floor?			
4.34.5.3(3);	<b>Medicine Cabinet: Bottom shelf no more than 44"</b> above the floor?			
	<b>Bathtub:</b>			
4.34.5.4(1) Fig. 33;	<b>Clear Floor Space:</b> (A wall-hung lavatory may overlap the clear floor space only on the control wall (foot) side.)  1. If <b>forward approach</b> , is the clear floor space 48" deep x 60" wide? 2. If <b>side approach</b> , is the clear floor space 30" x 60"?	_____ _____		
4.34.5.4(5);	<b>Tub Shower Spray Unit:</b> 1. Can the shower head be <b>fixed and handheld</b> ? 2. Is there a <b>hose</b> and is it <b>at least 60" long (59"</b> is acceptable)?	_____ _____		
4.34.5.4(4); 4.27.4; Fig. 34;	<b>Tub Faucet Controls:</b> 1. Operable w/ one hand and <b>not require tight grasping</b> or twisting of the wrist? 2. Located below the grab bar and <b>between the open side and the centerline</b> of the tub?	_____ _____		
4.34.5.4(2); 4.26.3; Fig. 33; Fig. 34;	<b>Tub – Seat</b> 1. Is a <b>securely-mounted</b> in-tub seat provided?	_____ _____		

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\*\* Insert Photograph numbers for all elements and areas of non-compliance.





Citation	DWELLING UNIT ACCESSIBLE ELEMENTS	Measurements/Comments	N/C Finding *	Picture No. **
	<b>DWELLING UNIT/ACCESSIBLE ROUTE:</b>			
	<b>Shower:</b>			
4.34.5.5(1); Fig. 35(a) or Fig. 35(b);  4.21.7;	<b>Shower Stalls:</b> Which shower type? ( <b>Choose one</b> ) 1. <b>Transfer:</b> 36" deep by 36" wide? If there is a <b>curb</b> , is it <b>less than 1/2"</b> ? a. <b>Clear floor space</b> at least 36" by 48"? 2. <b>Roll-in:</b> 30" deep by 60" (58 1/2" is acceptable) wide? Is there a <b>curb?</b> ("Yes" is a barrier.) a. <b>Clear floor space</b> at least 36" by 60"?	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/>		
4.34.5.5(2); Fig. 35(a); Fig. 35(b); 4.26.3;	If a <b>transfer shower</b> , is there a <b>seat?</b> 1. Between <b>17" and 19"</b> above the floor? 2. Extends the <b>full depth</b> of the stall? 3. Located on <b>wall opposite the controls?</b> 4. Mounted securely?	<hr/> <hr/> <hr/> <hr/>		
4.34.5.5(5);	<b>Tub Shower Spray Unit:</b> 1. Can the <b>shower head</b> be <b>fixed and handheld?</b> 2. Is there a <b>hose</b> and is it <b>at least 60" long?</b> (59" is acceptable.)	<hr/> <hr/> <hr/> <hr/>		
4.34.5.5(4); Fig. 37; 4.21.5;	<b>Shower Controls:</b> 1. Mounted <b>between 38" and 48"</b> above the floor? 2. Located <b>between the open side and the centerline</b> of the shower? 3. Operable w/ one hand and <b>not require tight grasping</b> or twisting of the wrist?	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/>		
4.34.5.5(3); 4.26.2; Fig. 37; Fig. 39(e);	<b>Grab Bars: (Choose Whether Transfer or Roll-In Shower and Answer Those Questions)</b>  <b>TRANSFER SHOWER (36" x 36"):</b>  <u><b>Back Wall</b></u> 1. Is <b>centerline</b> mounted <b>between 33" and 36"</b> above the <b>floor?</b> 2. <b>Between 1 1/4" and 1 1/2"</b> in <b>diameter?</b> 3. Is the <b>space</b> between the grab bar and the <b>wall 1 1/2" exactly?</b> 4. <b>18" long</b> positioned between the centerline of the stall and the control wall?	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>		

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 \*\* Insert Photograph numbers for all elements and areas of non-compliance.



Citation	DWELLING UNIT ACCESSIBLE ELEMENTS	Measurements/Comments	N/C Finding *	Picture No. **
	<b>DWELLING UNIT/ACCESSIBLE ROUTE:</b>			
	<b>KITCHEN</b>			
4.34.6; 4.34.2(13); 4.3.3; Fig 7; Fig. 8(e);	Is the <b>minimum clear width</b> of the accessible route to the kitchen <b>at least 36" wide, with no steps</b> (width may be reduced to 32" for a length of no more than 24")?			
4.34.6.1;	<b>Clearance</b> between all opposing cabinets, counters, appliances or walls: <b>(Choose One)</b> 1. If <b>U-shaped kitchen</b> , is there at least 60"? 2. In all <b>other layouts</b> , is there at least 40"?	_____ _____		
4.34.2(2); 4.2.3; Fig. 3;	Is there an unobstructed turning space (a <b>60" diameter circle or T-shape</b> )? <i>(May include knee space under work surface or sink if it is at least 36" wide)</i>	_____		
4.34.6.2;	<b>Clear Floor Space:</b> With either forward reach or side reach, is there at least <b>30" x 48"</b> at the following types of appliances: Oven; Range; Cook top; Dishwasher; Refrigerator; Counter; Storage Facilities, Etc.	_____ _____ _____ _____		
4.34.6.4(1); 4.34.6.4(2) 4.34.6.4(3); 4.34.6.4(4); Fig. 50; 4.2.4.1;	<b>Kitchen Counter Work Surface:</b> 1. At least one <b>30" section of the counter</b> with knee clearance <b>at least 27" high</b> ? 2. <b>Surface no more than 34"</b> above the floor? 3. <b>If a removable base cabinet</b> is provided, once removed: a. Is the <b>floor finished underneath</b> ? b. Will the <b>opening</b> be at least <b>30" wide and 27" high</b> ?	_____ _____ _____ _____ _____ _____		
4.34.6.5; Fig. 51;	<b>Kitchen Sink &amp; Surrounding Counter:</b> 1. Knee clearance is <b>at least 30" wide and at least 27" high</b> ? 2. Sink <b>rim</b> and counter surface are <b>no more than 34"</b> above the floor? 3. <b>If a removable base cabinet</b> is provided, once removed: a. Is the <b>floor finished underneath</b> ? b. Is the <b>opening at least 30" wide and 27" high</b> ? 4. <b>Sink is no deeper than 6 1/2"</b> ?	_____ _____ _____ _____ _____ _____		

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Citation	DWELLING UNIT ACCESSIBLE ELEMENTS	Measurements/Comments	N/C Finding *	Picture No. **
	<b>DWELLING UNIT/ACCESSIBLE ROUTE:</b>			
4.34.6.5(8);	<b>Kitchen Pipes</b> must be insulated or wrapped?			
4.34.6.7; Fig. 52;	<b>Kitchen Oven:</b> 1. If oven is <b>not self-cleaning</b> , is it <b>adjacent</b> to an accessible 34” high (or adjustable) kitchen counter work surface? 2. Controls: a. Located <b>on the front panel</b> ? b. Can be operated with one hand and not require twisting of the wrist or tight grasping?	<hr/> <hr/> <hr/> <hr/>		
4.34.6.6; 4.27;	<b>Kitchen Range/Cook-tops Controls:</b> 1. Usable without reaching across burners? 2. Including the range hood controls, are the controls within reach? ( <i>For a complete listing of reach range, see “Other Controls” below.</i> ) 3. Can be operated with one hand and not require twisting of the wrist or tight grasping?	<hr/> <hr/> <hr/> <hr/>		
4.34.6.9; 4.34.6.3; 4.27;	<b>Dishwasher:</b> 1. Controls operable with one hand and not require tight grasping, pinching, or twisting of the wrist to operate;	<hr/> <hr/>		
.34.6.10; 4.25.2; 4.25.3; 4.2.5; 4.2.6; Fig. 50;	<b>Kitchen Storage:</b> 1. <b>Operable hardware for all cabinets:</b> a. For <b>wall</b> cabinets, are located <b>near the bottom</b> ? b. For <b>base</b> cabinets, are located <b>near the top</b> ? c. Is it <b>operable</b> with one hand without tight grasping, pinching, or twisting of the wrist? 2. For the <b>wall cabinet above the work surface:</b> a. Is the bottom shelf <b>no more than 48”</b> above the floor?	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>		
4.34.7;	<b>WASHER/DRYER, UTILITY ROOM</b>			
4.34.7; 4.34.2(2); 4.2.3; Fig. 3;	<b>Washer/Dryer, Utility Room:</b> 1. Is there an unobstructed turning space (a <b>60” diameter circle or T-shape</b> )? 2. For either a forward or side approach, is the <b>clear floor space at least 30” x 48”</b> ? 3. If machines are provided by management: a. Are controls <b>on the front panel</b> ? b. <b>Operable</b> with one hand and not require twisting of the wrist or tight grasping? c. <b>Front-loading</b> ?	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>		

\* Place asterisk in column for findings of non-compliance.  
\*\* Insert Photograph numbers for all elements and areas of non-compliance.

