

**STATE LEASED/OWNED BUILDING ACCESS SURVEY**

**Part I. Background Information:**

Agency			
Building Location	City	State	Zip Code
<input type="checkbox"/> State Owned <input type="checkbox"/> Leased <input type="checkbox"/> Rented			
Person(s) Completing the Survey			
Telephone No. (    )		Date Completed	

Some questions may not apply. Please designate N/A in that instance. Attach additional sheets as needed for any explanations.

**Part II. Parking:**

- a. How many handicapped parking spaces are available? \_\_\_\_\_  
 If these are in a parking lot, how many total parking spaces are available? \_\_\_\_\_  
 Are each identified with an upright sign?  Yes  No  NA  
 Where is the designated parking in relationship to the primary entrance?  
 \_\_\_\_\_
- b. Are access aisles adjacent to the handicapped parking spaces?  Yes  No  
 How wide are the parking spaces? \_\_\_\_\_  
 How wide are the aisles? \_\_\_\_\_
- c. Do handicapped parking spaces allow people to get in or out on a level surface?  Yes  No
- d. Does the individual using the handicapped parking space have to navigate behind parked cars to gain entrance to the building?  Yes  No

**Part III. Sidewalks:**

- a. How wide are the public sidewalks? \_\_\_\_\_  
 Are they level?  Yes  No  
 If not, do they slope:       Away from the building  
 Toward the building       Along the length of the walk
- b. Is there at least one sidewalk with no steps leading to the primary entrance?  Yes  No  
 Does the sidewalk connect to the handicapped parking area?  Yes  No  
 Is there a curb cut at the end of the sidewalk?  Yes  No  
 If so, how high is the curb? \_\_\_\_\_  
 How long is the curb cut or sloped portion of the sidewalk? \_\_\_\_\_  
 Is the curb cut surface a different texture than the sidewalk?  Yes  No  NA

- c. Are walks of a continuing common surface and not interrupted by steps or abrupt changes in level?  Yes  No
- d. Do walks have a level platform at the door which is at least 5 feet by 5 feet?  Yes  No  
 If not, what is the size of the level platform? \_\_\_\_\_  
 Does the door swing:  In?  Out?

**Part IV. Entrances/Exits:**

- a. Is at least one primary entrance to the building on ground level or with a ramped approach?  Yes  No  
 How many floors/levels does this building have? \_\_\_\_\_  
 If more than one, is the entrance on the same level as access to the elevator?  Yes  No  NA
- b. If more than one floor, can access be gained to all meeting rooms, offices, and common areas from the elevator?  Yes  No  NA  
 At what height are the elevator controls? (top and bottom) \_\_\_\_\_  
 Are the buttons labeled with:  Raised letters?  Indented letters?  
 What are the inside dimensions of the elevator? \_\_\_\_\_
- c. If a ramp is used, what is the height of the rise it serves? \_\_\_\_\_  
 What is the length of the ramp? \_\_\_\_\_  
 Is there a handrail on at least one side of the ramp?  Yes  No  NA  
 Is this ramp of permanent construction?  Yes  No  NA
- d. Is the primary entrance unlocked at all times?  Yes  No
- e. What is the width of the entrance door? \_\_\_\_\_  
 If double doors, what is the width of each door? \_\_\_\_\_  
 Are there doors in a series at the entrance?  Yes  No  
 If so, how far apart are the doors? \_\_\_\_\_  
 Which way do they swing? \_\_\_\_\_  
 Is the handle a:  Lever type?  Loop type?
- f. Is the height of the threshold 1/2" or less?  Yes  No
- g. Does the primary entrance contain a:  
 Revolving door  Turnstile  
 If so, is there a usable door at the same location?  Yes  No  NA
- h. What pressure pull is required to open the primary entrance door?  
 (NOTE: An easy tool to measure this is a fishing scale.) \_\_\_\_\_
- i. Is the symbol of accessibility used to designate barrier free entrance?  Yes  No

**Part V. Interior Circulation:**

- a. Do all doors have a clear opening of at least 32" when open?  Yes  No  
Do all doors operate with a single effort?  Yes  No  
What pull/push weight is required to operate doors? \_\_\_\_\_  
Do the doors have:  Lever type handles?  Loop type handles?
- b. Is the floor on the inside and outside of each doorway level for a distance of 5 feet from the door in the direction the door swings?  Yes  No  
Does the flat surface extend 15" to 18" on each side of the door?  Yes  No
- c. Does any interior doorway have a threshold over 1/2"?  Yes  No
- d. If interior ramps are used, what is the height of the rise? \_\_\_\_\_  
What is the length of the ramp? \_\_\_\_\_  
Is a handrail installed on at least one side of the ramp?  Yes  No  NA  
Does the ramp have a non-slip surface?  Yes  No  NA  
What is the height of the handrail? \_\_\_\_\_  
Do the handrails extend 1 foot beyond each end of the ramp?  Yes  No  NA
- e. What is the height of the phones? \_\_\_\_\_  
If water fountains are provided, what is the height of the spout? \_\_\_\_\_
- f. Are raised, recessed or Braille numbers/words provided on rooms?  Yes  No
- g. Are there fire extinguishers, plants, other obstacles protruding from the wall that do not reach the floor?  Yes  No  
If so, how far do they protrude? \_\_\_\_\_

**Part VI. Restrooms:**

- a. Are there toilet rooms and/or stalls designed to be accessible?  Yes  No  
Are there any steps or obstructions leading to the toilet rooms?  Yes  No  
What is the clear opening width of the entrance door? \_\_\_\_\_  
Are there doors in a series?  Yes  No  
If so, how far apart are they? \_\_\_\_\_  
If a 90-degree turn is required in the entrance, what is the corridor width? \_\_\_\_\_  
What pressure pull is required to open the door(s)? \_\_\_\_\_
- b. Is there at least one place in the toilet room that provides a full 5 foot diameter open floor space?  Yes  No  
How wide is the area between the wall and the front of the stalls? \_\_\_\_\_  
If stalls are provided, what are the dimensions of the largest compartment? \_\_\_\_\_

Does the door on the compartment swing out?

Yes  No

What is the open width of the door?

\_\_\_\_\_

Are grab bars provided?

Yes  No

If so, at what height are they mounted?

\_\_\_\_\_

How many grab bars are in the compartment?

\_\_\_\_\_

Are they located on:  Side of the stool?  Behind the stool?

What is the diameter of the grab bar?

\_\_\_\_\_

How far away from the wall is it located?

\_\_\_\_\_

c. What is the height of the stool?

\_\_\_\_\_

What is the height of the urinal?

\_\_\_\_\_

Are there grab bars at the urinal?

Yes  No

What is the height of the towel or towel dispenser?

\_\_\_\_\_

What is the height of the soap dispenser?

\_\_\_\_\_

What is the height of the lower edge of the mirror?

\_\_\_\_\_

What is the measurement from the lower edge of the lavatory to the floor?

\_\_\_\_\_

Are dispensers located:

At the side of the lavatory?  Above the lavatory?

d. Do appropriate signs identify accessible toilet facilities?

Yes  No

Are the handles of the faucets:  Single handle?  "Blade" type?

Are the drain and hot water pipes wrapped?

Yes  No

**Part VII. Other:**

a. Are switches and controls for light, heat, ventilation, window draperies, fire alarms and all similar controls of frequent or essential use within 54" of the floor?

Yes  No

And higher than 18" from the floor?

Yes  No

b. Are audible warning signals accompanied by simultaneous visual signals?

Yes  No

c. Are there low-hanging door closures that remain within the opening of a doorway or that protrude into regular corridors or traffic ways?

Yes  No

If so, at what height?

\_\_\_\_\_

d. Are there low hanging signs, ceiling lights, fans, fixtures, or similar objects that protrude into regular corridors or traffic ways?

Yes  No

If so, at what height?

\_\_\_\_\_