# Career and Technical Education - Accessibility Compliance Checklist

## Parking Lots

<table>
<thead>
<tr>
<th>Question</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Are accessible parking spaces approximate to the facility?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. Are parking spaces identified as reserved for use by individuals with physical disabilities?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3. Are there parking spaces open on one side, allowing room (13 feet minimum width) for individuals in wheelchairs, or on braces and crutches to get in and out of a vehicle and onto a level surface?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4. Is it unnecessary for individuals with physical disabilities to wheel or walk behind parked cars?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5. Is at least one of every six parking spaces van accessible? Vans require an eight feet wide parking area and 98 inches of vertical space in addition to the five feet wide access aisle.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6. Is distribution of spaces for use by individuals with physical disabilities in accordance with the frequency and persistency of parking needs?</td>
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**Comments:**

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## Walkways

<table>
<thead>
<tr>
<th>Question</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Are public walkways at least 36 inches wide?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. Is the gradient no greater than five percent?</td>
<td></td>
<td></td>
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<tr>
<td>3. Are walkways of a continuing common surface, not interrupted by steps or abrupt changes in level?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4. Wherever they cross other walkways, driveways, or parking lots do walkways blend to a common level?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5. Do walkways have a level platform at the top which is: (a) at least five feet by five feet if the door swings out onto the platform or toward the walkway; or (b) three feet by five feet if the door doesn’t swing onto the platform?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6. Does the platform extend at least one foot beyond each side of the doorway?</td>
<td></td>
<td></td>
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</tbody>
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**Comments:**

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## Ramps

<table>
<thead>
<tr>
<th>Question</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Do ramps have a slope no greater than one foot rise in 12 feet?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. Do ramps have handrails on both sides?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>a. Are handrails 34 – 38 inches in height as measured from the surface of the ramp?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>b. Do they extend one foot beyond the top and bottom of the ramp?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3. Do ramps have a non-slip surface?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4. Do platforms comply with Questions five and six in Walkways (above)?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>a. Are landings as wide as the ramp and at least five feet long?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>b. Do ramps have level platforms at 30 feet intervals and wherever they turn for rest and safety?</td>
<td></td>
<td></td>
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</tbody>
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**Comments:**

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Revised August 2015
### Entrances/Exits

<table>
<thead>
<tr>
<th>Question</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Is at least one primary entrance/exit to each building usable by individuals in wheelchairs?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Is at least one entrance/exit usable by individuals in wheelchairs on a level to allow elevator accessibility?</td>
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**Comments:**

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### Controls

<table>
<thead>
<tr>
<th>Question</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Are switches and controls for light, heat, ventilation, window draperies, fire alarms, and all similar controls of frequent or essential use, within the reach (48 inches) of individuals in wheelchairs?</td>
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**Comments:**

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### Doors and Doorways

<table>
<thead>
<tr>
<th>Question</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Do doors have a clear opening of no less than 32 inches when open?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Are doors operable by a single effort? Note: Two-leaf doors are not usable by those with disabilities unless they operate by single effort or unless one of the two leaves meets the 32 inches width.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Are the doors operable with pressure or strength, which could reasonably be expected from an individual with a physical disability? (Interior maximum is five pounds of force, there is no requirement for exterior doors.)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Is the floor on the inside and outside of each doorway level for a distance of five feet from the door in the direction the door swings?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Does the doorway platform extend one foot beyond each side of the door?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Are sharp inclines and abrupt changes in level avoided at doorsills?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Are the handicapped-accessible doors equipped with at least a three-second time delay door closer?</td>
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**Comments:**

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### Stairs and Steps

<table>
<thead>
<tr>
<th>Question</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Do steps avoid abrupt nosing?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Do stairs have handrails 34-38 inches high as measured from the tread at the face of the riser?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Do stairs have handrails that extend at least 12 inches beyond the top and bottom steps if feasible?</td>
<td></td>
<td></td>
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<tr>
<td>Do steps have risers seven inches or less?</td>
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**Comments:**

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Floors
1. Do floors have a non-slip surface? __________ __________
2. Are floors on each story at a common level or connected by a ramp? __________ __________

Comments: ____________________________________________________________
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Restrooms
1. Are there an appropriate number of restrooms for each sex? __________ __________
2. Are there an appropriate number of handicapped accessible restrooms for each sex? __________ __________
3. Do restrooms have a turning space 60 inches by 60 inches to allow traffic of individuals in wheelchairs? __________ __________
4. Do the handicapped accessible restrooms have at least one toilet stall that:
   a. Is 60 inches wide? __________ __________
   b. Is at least 56 inches (preferably 60 inches) deep? __________ __________
   c. Has a door that is 32 inches wide and swings out? __________ __________
   d. Has grab bars on the side and rear walls, 33-36 inches high and parallel to the floor, one and one half inches in diameter, with one and one half inches clearance between rail and wall, fastened securely to the wall at the ends and center? __________ __________
   e. The toilet seat is 17-19 inches from the floor? __________ __________
5. Are sinks constructed to be usable by individuals in wheelchairs? __________ __________
6. Are drain pipes and hot water pipes covered or insulated? __________ __________
7. Is the height of some mirrors no higher than 40 inches and some shelves 40-48 inches? __________ __________
8. Do restrooms for men have wall-mounted urinals with the opening of the basin 17 inches from the floor, or have floor mounted urinals that are level with the main floor of the toilet room? __________ __________
9. Do restrooms have dispensers mounted no higher than 48 inches from the floor? __________ __________
10. What is the location of the toilet tissue dispenser? ______________________________________________________________________

11. Are racks, dispensers and disposal units conveniently located for all users (not protruding into walkways)? __________ __________

Comments: ____________________________________________________________
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Warning Signals
1. Are audible warning signals accompanied by simultaneous visual signals for the benefit of those with hearing or sight disabilities? __________ __________

Comments: ____________________________________________________________
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## Water Fountains

1. Are there an appropriate number of water fountains?  
   [ ] Yes  [ ] No
2. Are water fountains accessible to and usable by individuals with a physical handicap (spout 36 inches or less from floor)?  
   [ ] Yes  [ ] No
3. Do water fountains or coolers have an up-front spout and control?  
   [ ] Yes  [ ] No
4. Are water fountains hand operated?  
   [ ] Yes  [ ] No
5. Is there a 30 inches by 48 inches clear floor space in front of the fountain?  
   [ ] Yes  [ ] No
6. Do the water fountains protrude into regular corridors or traffic ways?  
   [ ] Yes  [ ] No

**Comments:**

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## Elevators

1. If a building has multiple stories, are elevators available to and usable by individuals with a physical handicap?  
   [ ] Yes  [ ] No
2. Are elevator controls 15-48 inches from the floor?  
   [ ] Yes  [ ] No
3. Are elevator buttons labeled with raised (or indented) letters beside them (inside and outside)?  
   [ ] Yes  [ ] No
4. Are elevator buttons easy to push or touch sensitive?  
   [ ] Yes  [ ] No
5. Is the cab at least five feet by five feet or equivalent?  
   [ ] Yes  [ ] No
6. Are there visible and audible signals?  
   [ ] Yes  [ ] No

**Comments:**

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## Identification

1. Are Braille raised or recessed letters or numbers used to identify rooms or offices?  
   [ ] Yes  [ ] No
2. Is identification placed on the wall, to the right or left of a door?  
   [ ] Yes  [ ] No
3. Is identification at a height between 48 inches and 60 inches as measured from floor?  
   [ ] Yes  [ ] No
4. Are doors not intended for normal use, which might prove dangerous if a blind person were to exit or enter by them, made quickly identifiable to the touch by knurling the door handle or knob?  
   [ ] Yes  [ ] No

**Comments:**

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## Hazards

1. When manholes or access panels are open and in use, or when an open excavation exists on a site and close to normal pedestrian traffic, are barricades placed on all open sides at least eight feet from the hazard, and warning devices installed?  
   [ ] Yes  [ ] No
2. Are there any low-hanging door closers that remain within the opening of a doorway or protrude hazardously into regular corridors or traffic ways? (A minimum height of 78 inches is required.)  
   [ ] Yes  [ ] No
3. Are there any low-hanging signs, ceiling lights, fixtures or similar objects that protrude into regular corridors or traffic ways? (A minimum height of 80 inches is required.)  
   [ ] Yes  [ ] No
4. Are protruding objects cane-detectable?  
5. Is lighting on ramps adequate?  
6. Are exit signs easily identifiable to individuals with a physical disability?

Comments:  
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________