

CITY OF AURORA ADA TRANSITION PLAN



Adopted 2013



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CITY OF AURORA ADA TRANSITION PLAN

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I. INTRODUCTION

The American with Disabilities Act (ADA) of 1990 is a Federal Civil Rights Legislation, which mandates non-discrimination to persons with disabilities. The U.S. Congress signed the ADA in 1990, and it went into effect in 1992. The ADA is a civil rights law that prohibits discrimination against individuals with disabilities in access to jobs, public accommodations, and governmental services and programs, public transportation, and telecommunications. Section 504 of the Rehabilitation Act of 1973:

“No otherwise qualified [disabled] individual in the United States shall, solely by reason of [disability], be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.”

The City of Aurora recognizes that it is important for its facilities, programs, and services to be available to all of its citizens and the general public. The City of Aurora further understands that some of its existing facilities, programs and services may have met accessibility requirements previously, but may not now, or may not in the future, as standards are revised or new standards developed. Therefore, in order to fulfill its commitment to endeavor to provide equal access to all of its public programs, services, facilities for citizens with disabilities, and in compliance with the ADA, the City of Aurora has developed an American with Disabilities Act Transition Plan (ADA Transition Plan). To develop this plan, the City of Aurora completed a self-evaluation of its facilities, programs, services and public right-of-way to determine what types of access barriers exist for individuals with disabilities. This information was used to develop the City of Aurora ADA Transition Plan. This plan will be used to guide future planning and implementation of accessibility improvements.

The City of Aurora ADA Transition Plan is intended to help determine whether issues of accessibility could be addressed through changes in the way such programs and services are provided. The City will attempt to remove physical barriers or provide alternative solutions to accessibility when program changes cannot insure access to services, programs, and activities in existing facilities.

Realizing that structural changes generally require time and expense, the Department of Justice Regulations, Federal Register 28 CFR Part 35 state that "in the event that structural changes to facilities will be undertaken to achieve program accessibility, a public entity that employs 50 or more persons shall develop a Transition Plan setting forth the steps necessary to complete such changes". Additionally, "if a public entity has responsibility or authority over streets, roads, or walkways, its Transition Plan shall include a schedule for providing curb ramps or other sloped areas where pedestrian walks cross curbs, giving priority to walkways serving entities covered by the Act". The schedule for compliance the City of Aurora has adopted is "As soon as possible, administratively, physically and financially".

The City of Aurora's Transition Plan includes provisions to require specifications on upcoming design projects and programs, to comply with ADA requirements. The City of Aurora plans to progressively remove physical barriers to accessibility when facilities, programs, services, and activities do not provide access to persons with special needs. Work toward reducing accessibility barriers within City owned facilities, City infrastructure, and City programming, is to be guided by public and/or employee request, and/or initial or revised prioritization of the Transition Plan items; giving priority to the highest utilized programs or facilities. Additionally, the City will strive to include annual budgetary allotments to remove accessibility barriers that will eventually make the various facilities and programs as accessible as is reasonably possible. Where access cannot be provided, alternate means to provide the same opportunities to persons with disabilities will be attempted.

II. Public Notice

28 CFR PART 35, Section 35.106 of the Title II Americans with Disabilities Act (ADA) requires a public entity to disseminate sufficient information to applicants, participants, beneficiaries, and other interested persons to inform them of the rights and protections afforded by the ADA and this regulation. Methods of providing this information include, for example, the publication of information in handbooks, manuals, and pamphlets that are distributed to the public to describe a public entity's programs and activities; the display of informative posters in service centers and other public places; or the broadcast of information by television or radio. In providing the notice, a public entity must comply with the requirements for effective communication in {35.160. The preamble to that section gives guidance on how to effectively communicate with individuals with disabilities. The current version of the City of Aurora ADA Transition Plan will be posted on the City's Website and will also be made available in the Clerk-Treasurer's Office. Key stakeholder groups and the general public were personally invited to review and provide input at public meetings/comment sessions, and also via request to review facilities and provide input after the public meetings were conducted. The Public will continue to be able to view and make comments about the ADA Transition Plan on a perpetual basis, as this plan is considered to be part of a continuous improvement process. The City will update the plan and its associated improvement project lists annually to reflect completed improvement projects, barrier removals, or additions or changes suggested by the public, as appropriate. The City of Aurora provided a public meeting for the public to express concerns and comments regarding this ADA Transition Plan. The date was August 19, 2013 at 7:00 PM. The City of Aurora provided for the public, the proposed ADA Transition plan on the City's Website, and in the City Clerk-Treasurer's office. They were also available at the Public Meeting. The meeting was fully accessible.

III. Responsible Official

An ADA Coordinator has been designated by the City of Aurora as the person responsible for the development and implementation of the ADA Transition Plan. The Aurora ADA Coordinator has been designated the ADA Coordinator, and is in charge of overall compliance with the ADA.

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IV. Grievance Procedure

The City of Aurora, Indiana Grievance Procedure under the Americans with Disabilities Act

City of Aurora, Indiana

Grievance Procedure under the Americans with Disabilities Act

This Grievance Procedure is established to meet the requirements of the Americans with Disabilities Act of 1990 ("ADA"). It may be used by anyone who wishes to file a complaint alleging discrimination on the basis of disability in the provision of services, activities, programs, or benefits by the **City of Aurora**. The City of Aurora's Personnel Policy governs employment-related complaints of disability discrimination.

The complaint should be in writing and contain information about the alleged discrimination such as name, address, phone number of complainant and location, date, and description of the problem. Alternative means of filing complaints, such as personal interviews or a tape recording of the complaint will be made available for persons with disabilities upon request.

The complaint should be submitted by the grievant or his or her designee, or both, as soon as possible but no later than 60 calendar days after the alleged violation to:

ADA Coordinator

City of Aurora
235 Main Street
Aurora, IN 47001

AND

City of Aurora
Board of Public Works and Safety
235 Main Street
Aurora, IN 47001

Within 15 calendar days after receipt of the complaint, the director or assigned designee will meet with the complainant to discuss the complaint and the possible resolutions. Within 15 calendar days of the meeting, the director or assigned designee will respond in writing, and where appropriate, in a format accessible to the complainant, such as large print, Braille, or audio tape. The response will explain the City of Aurora's position and offer options for substantive resolution of the complaint.

If the response by Department of Planning and Community Development's Director or assigned designee does not satisfactorily resolve the issue, the complainant or his or her designee, or both, may appeal the decision within 15 calendar days after receipt of the response to the City of Aurora Board of Public Works & Safety, or assigned designee.

Within 15 calendar days after receipt of the appeal, the Board of Public Works and Safety or assigned designee will meet with the complainant to discuss the complaint and possible resolutions. Within 15 calendar days after the meeting, the *City of Aurora* will respond in writing, and, where appropriate, in a format accessible to the complainant, with a final resolution of the complaint.

All written complaints received by the Department of Planning and Community Development Director or assigned designee, appeals to the **City of Aurora** or assigned designee, and responses from these two offices will be retained by the **City of Aurora** for at least three years.

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V. **Request for Reasonable Accommodation**

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City of Aurora, Indiana ADA Title II Request for Reasonable Accommodation Form

Instructions: If you are completing this form for another individual, please submit their contact information and the preferred method of contact. If you are the person who we should contact, please submit your information and your preferred method of contact. Please submit to: ADA Coordinator & City Board of Works, 235 Main Street, Aurora, IN 47001. (812) 926-1777 Voice; Request may be send via the facsimile at (812) 926-4157.

Person Completing this Form:	<input type="checkbox"/> Citizen <input type="checkbox"/> Representative of Citizen
	Today's Date:
Citizen Contact information	
Name:	
Street Address, Zip	
Telephone Number	
E-Mail Address	
Preferred Method of Contact: <input type="checkbox"/> E-Mail <input type="checkbox"/> Telephone <input type="checkbox"/> Mail	
Representative of Citizen Contact Information	
Name:	
Street Address, Zip	
Telephone Number	
E-Mail Address	
Preferred Method of Contact: <input type="checkbox"/> E-Mail <input type="checkbox"/> Telephone <input type="checkbox"/> Mail	
Accommodation Information	
Please Identify the City department or office associated with the program, service, or activity:	
Please specify the program, service or activity you are seeking to participate:	
Accommodation you are requesting:	
How will this accommodation assist you?	
If you would like to include additional information, please provide that information and attach it to this form	

VI. SELF-EVALUATION of PROGRAMS, SERVICES, and ACTIVITIES

The purpose of the self-evaluation for the City of Aurora was to identify all the physical barriers that exist currently in the city in order to create a schedule and priority list for removing the barriers. The second purpose was creating a record of our areas that were compliant. Therefore, if the ADA rules were to change we can determine which items or areas may be affected and re-evaluate those items or areas to determine if they would become non-compliant based on new laws.

The City compiled a list of all of its public programs, services, activities, facilities, sidewalk and probable/existing curb ramp locations to ensure that people with disabilities have equal access to said public programs, services, activities, facilities, sidewalk and probable/existing curb ramps locations. Many City departments felt that they currently provided full and equal access to all its public programs, services, activities, and facilities, but acknowledged that there are a few segments of sidewalk and a number of probable/existing curb ramp locations that may be considered barriers for people with disabilities.

VII. Ongoing Quality Control

The City, through its ADA Coordinator, will provide all employees with annual reminders about the ADA requirements with links to instructional information, and any pertinent information regarding any changes to the ADA law since the initial plan or the previous year. Additionally, the ADA Coordinator will annually update the report to list items not previously reported and items that have been resolved. A list of requests for reasonable accommodations and a list of grievances will also be included in the transition plan on a continuous basis, but grouped by year reported.

The following is a summary of the city-wide improvements that are recommended by this transition plan.

1. Telephone

The City of Aurora proposes to have at least one TTY text telephone. To date, the City of Aurora has not received any complaints regarding communication with the City of Aurora.

2. Walk-In Service

At most of the City of Aurora buildings, where the public is assisted, there are clear pathways, clear of temporary or permanent barriers. Improvements will be considered continuously as comments, requests for accommodation and/or grievances are received.

3. Public Meetings, Hearings, & Events

- a. The City provides public meetings, hearings, or other events that are open and accessible to all citizens, regardless of disability.
- b. All departments that host public meetings, hearings, or other public events, provide accommodations for people with disabilities.

4. Printed Materials

The City provides a variety of informational and promotional materials for public use, including forms, brochures, fact sheets, reports, plans, proposals, agendas, ordinances, and resolutions. The City will provide printed materials in alternate formats, as requested.

5. Website

The City provides accessible documents for the City's website. The City will continue to improve accessibility through the City's website.

6. Contracting and Purchasing

The City's current processes do not discriminate based on disability when selecting contractors, consultants or vendors for City Projects, or services.

7. Employment

The City of Aurora does not discriminate on the basis of disability in its hiring or employment practices and always attempts to comply with all regulations promulgated by the U.S. Equal Employment Opportunity Commission under Title I of the ADA.

VIII. Facilities and Programs

The City of Aurora has identified the public portions of its facilities and its public programs. Any identified barriers will be targeted for improvements. The City of Aurora will make all reasonable modifications to policies and programs to ensure that people with disabilities have equal opportunity to enjoy all of its programs, services, and activities.

Facility	Barrier	Barrier Number
Police Conference Room	None Identified	n/a
Fire Conference Room	None Identified	n/a
City Council Conference Room	None Identified	n/a
Aurora City Pool	None Identified	n/a
Aurora City Park	None Identified	n/a
Aurora Sports Complex	None Identified	n/a
Lesko Park	None Identified	n/a
Largent Field	None Identified	n/a
Ron Nocks Park	None Identified	n/a
Mary Stratton Park	None Identified	n/a
Waterways Park	None Identified	n/a
Aurora Civic Center	None Identified	n/a
Aurora Round Barn	None Identified	n/a
Waterways Park Shelterhouse	None Identified	n/a

Program	Barrier	Barrier Number
Halloween (City Wide)	None Identified	n/a
Farmers Fair - Aurora Park	None Identified	n/a
July 4th Fireworks Event - Ferry Landing	None Identified	n/a

Targeted Barrier Removal Projects for Facilities and Programs

The City of Aurora has identified the above barriers for targeted improvements. The proposed methods, approximate costs and anticipated dates of improvements are as follows:

There are no known barriers at the above locations or in the above programs. However if any barriers are identified in the future, the following format will be used to address those barriers:

Barrier Number (#): (description of the barrier), located at (facility name, address, and other identifying information).

Proposed Improvement: (describe work to be done)

Anticipated Costs: (Itemized cost estimate)

Anticipated Date of Improvements: (Calendar year or month and year if known)

New or Reconstruction of Existing Facility

New or reconstruction projects will include sidewalks, drives and ADA ramps in conformance with current design standards. Where practical, this will include full intersection ADA ramps where projects only involve a single approach.

Maintenance or Repair

As maintenance and/or repair work is done to existing facilities, all replacement work will meet current ADA standards.

IX. Public Right-of-Way

Public Streets - This assessment of ADA compliance for public streets in Aurora is based on the 2011 Proposed Accessibility Guidelines for Pedestrian Facilities in the Public Right-of-Way (PROWAG), published by the United States Access Board. The PROWAG document has not been adopted or approved, but it is recognized as a best practice and has been recommended for use by the Federal Highway Administration (FHWA). Compliance or non-compliance as noted herein, is in reference to PROWAG, assuming it is the standard by which we should be measured. The City of Aurora does not endorse or dispute the validity of PROWAG.

The City of Aurora has over 17 miles of public streets, and over 130 public street intersections; including Indiana Department of Transportation (INDOT) intersections. The City of Aurora does not have any signalized intersections, except for nine locations owned and maintained by INDOT. It has been and continues to be a priority for the City to improve accessibility for pedestrians through the

expansion of an accessible sidewalk network. The City has replaced sidewalk and curb ramps in an attempt to make the City more traversable for all of its citizens and visitors. Additionally, the City requires that all new developments and site expansions or improvements include accessible facilities in the public rights-of-way; reviews all transportation capital projects for pedestrian access and compliance with the current ADA design standards and guidelines; considers constructing new and/or replacing non-compliant existing curb ramps adjacent to road reconstruction, overlay or improvement projects; and replaces deteriorated and non-compliant sidewalks as budget allows.

Curb Ramps - The City recently completed an inventory of curb ramps (inventory in Appendix F, exhibit map in Appendix I, and full size map in back binder pocket) for all streets in the city limits. This data was used to create a list of missing curb ramps and a list of existing curb ramps determined to be out of compliance. In the Right-of-Way, 148 sidewalk corners were identified where it would be reasonable to expect that a curb ramp could exist. Of the 148 identified locations, 67 locations did not have an existing curb ramp. Of the remaining locations, 50 had ramps that may not meet current standards, and 31 appear to meet current standards.

The following criteria are used to help prioritize projects:

1. Locations where street improvements or repaving is taking place.
2. Locations requested by the public.
3. Locations of higher density pedestrian traffic (as delineated on the City Pedestrian Generator Map; map exhibit in Appendix I and full size map in back binder pocket);
4. Proximity to government facilities, medical facilities, parks, and schools.
5. All public street intersections in the City.

In order to help prioritize curb ramp repairs, a local resident with a disability traversed the entire network of City sidewalks on his scooter and made note of barriers he encountered. Additional considerations in prioritization were:

6. Locations where crosswalks exist without curb ramps
7. Locations without current ramps without crosswalks
8. Locations with ramps that do not appear to meet current standards.

Curb Ramp Cost

With over 110 curb ramps in the City that may be necessary to construct new or replace, the estimated construction cost to upgrade is approximately \$130,000.

Curb Ramp Funding

The City does not budget funding directly to curb ramps. The costs of curb ramps are included in each construction or maintenance project. The City also makes repairs or constructs new ramps with its own forces as budget allows. Additionally, the City continually looks for funding to improve sidewalks and curb ramps from other sources, including grants from local, state, and federal programs.

Sidewalks – In the Right-of-Way, approximately 3.5 miles of sidewalk was identified throughout the City, between corners identified as locations where a curb ramp could exist. A local resident with a disability traversed the entire network of City sidewalks on his scooter and made note of barriers he encountered. These locations were listed and prioritized. The highest priority is where crosswalks exist adjacent to the reported barrier. The next highest priority was locations without current sidewalks for connectivity between existing ramps. Then new segments for connectivity were

prioritized to improve the overall sidewalk network. The list may be reprioritized to accommodate requests or complaints received.

The overall condition of sidewalks within the right-of-way appears to be good, with few exceptions.

Sidewalk Cost

The estimated construction cost to upgrade approximately 3.5 miles of walkway (rehabilitated or new sidewalk/path) desired for the City is approximately \$400,000.

Targeted Barrier Removal Projects for Sidewalks and Curb Ramps

The City of Aurora has identified the sidewalk and curb ramp barriers for targeted improvements. Improvements will be made as budget allows. The priorities listed are a guide only, as any specific location requested to be improved, whether currently on the list or not, may move that specific location up in priority. Also, any location where adjacent work is to be completed may include improving a lower priority item. As maintenance and/or repair work is done to existing sidewalks, all replacement work will attempt to meet current ADA standards. If such work involves ADA ramps on one corner of an intersection, the receiving corner will be considered to be included in such work if it is not in compliance. Barrier removal is based on the field inventory conducted. As needs may arise, through either complaints from the public or by the City's own review, select specific locations may be addressed.

New or Reconstruction of Existing Walks and Ramps

New or reconstruction projects will include sidewalks, drives and ADA ramps in conformance with current design standards. Where practical, this will include full intersection ADA ramps where projects only involve a single approach.

Maintenance or Repair

As maintenance and/or repair work is done to existing sidewalks, all replacement work will meet current ADA standards. Where practical, if such work involves ADA ramps on one corner of an intersection, the receiving corner will be included in such work if it is not in compliance.

New Construction or Reconstruction of Existing Private Facility

All permits for new construction or reconstruction of sidewalk, drives or intersection corners will be reviewed and required to be in compliance with current ADA standards.

Undue Burden and Funding Availability

The ADA does not require the City to take any action that it can demonstrate would result in a fundamental alteration in the nature of a program or activity, would create a hazardous condition for other people, or would represent an undue financial or administrative burden. This determination can only be made by the ADA Coordinator, department head, or designee and must be accompanied by a statement citing the reasons for reaching that conclusion. The determination that an undue financial or administrative burden would result will be based on an evaluation of all resources available for use in a program. For example, if a barrier removal action is judged unduly burdensome, the City must consider other options for providing access that would attempt to provide individuals with disabilities the benefits and services of the program and activity. Dependent upon funding availability, the City of Aurora will continue to implement a barrier removal program within the right-of-way and its facilities. Accessibility improvements that can be made through general maintenance of City facilities (e.g. signage, clear pathways, relocation of restroom fixtures, etc.), or as part of the regular administrative duties of department staff (e.g. providing documents in

alternate forms, training, website improvements, etc.) will typically be completed first; with larger capital improvements projects being completed when necessary funding is available. Standards currently implemented by the City of Aurora, when undergoing new or improvement road projects, adhere to those ADA laws. The program is based on the inventory conducted by the City of Aurora and it constitutes the Transition Plan of accessibility and upgrades.

TRAFFIC SIGNALS

The City of Aurora does not have any signalized intersections (except those controlled by INDOT).

Financial Plan and Schedule

The City of Aurora will endeavor to provide \$10,000 annually in services, materials or contract replacement of deficiencies. In addition, the City will actively look for grants and other sources of funds from various programs available.

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APPENDIX A: Resolution Adopting ADA

APPENDIX B: ADA Statement



P.O. Box 158
Third & Main Streets
Aurora, IN 47001
812-926-1777
Fax 812-926-0838
www.aurora.in.us

City of Aurora, Indiana ADA Transition Plan for Public Rights-of-Way

Adopted December 31, 2012

Introduction

The Americans with Disabilities Act (ADA) was enacted on July 26, 1990, and later amended effective January 1, 2009. As written and implemented, the ADA provides comprehensive civil rights protections to persons with disabilities in the areas of employment, state and local government services, access to public accommodations, transportation, and telecommunication. The ADA is a companion civil rights legislation to the Civil Rights Act of 1964 and Section 504 of the Rehabilitation Act of 1973. In order to be protected by the ADA, one must have a disability or have a relationship or association with an individual with a disability. An individual with a disability is defined by the ADA as a person who has a physical or mental impairment that substantially limits one or more major life activities, a person who has a history or record of such impairment, or a person who is perceived by others as having such impairment. The ADA, however, does not specifically name all of the impairments that are covered.

The ADA is divided into five sections covering the following topics:

- Title I: Employment
- Title II: Public Services (Transportation)
- Title III: Public Accommodations (and Commercial Facilities)
- Title IV: Telecommunications
- Title V: Miscellaneous Provisions

Title II, specifically prohibits state and local governments from discriminating against persons with disabilities or from excluding participation in or denying benefits of programs, services, or activities to persons with disabilities. It is under this title that this transition plan has been prepared. This transition plan is intended to outline the methods by which physical changes will be made to give effect to the non-discrimination policies described in Title II.

Transition Plan Development

To ensure program accessibility for people with disabilities in the community, the City of Aurora has developed this Transition Plan, which is to be considered good practice. This Transition Plan for Public Rights-of-Way considers the following:

ADA Coordinator

Effective communication is essential to address all the complaints or concerns of all individuals. In order to keep maintaining the lines of communication open, and thereby ensuring effective communication between all parties, the City of Aurora has designated the City Clerk-Treasurer as the ADA Coordinator. The ADA Coordinator shall coordinate the City's efforts to comply with and carry out its responsibilities under Title II of the ADA, including any investigation of any complaint communicated to the ADA Coordinator. Such complaints may take the form of alleging noncompliance

with ADA mandates or alleging any actions that would be prohibited under the ADA. The City shall make available to all interested individuals the name, office address, and telephone number of the employee(s) so designated and shall adopt and publish procedures for the prompt and equitable resolution of complaints. Every complaint must be directed in writing to the ADA Coordinator, in this case the City Clerk-Treasurer.

Grievance Procedure

The Grievance Procedure established below is intended to adhere to the standards outlined in the ADA. The procedure must be used by anyone who wishes to file a complaint alleging discrimination on the basis of disability in the provisions of services, activities, programs, or benefits provided by the City of Aurora.

The complaint should be in writing and contain information about the alleged discrimination such as name, address, phone number of complainant and location, date, and description of the alleged discriminatory action or issue. The City's adopted grievance form must be used to lodge a complaint. The City's adopted grievance form is attached at the end of this plan. Alternative means of filing complaints, such as personal interviews or recording of the complaint will be made available for persons with disabilities upon their request. The complaint should be submitted by the grievant and/or his/her designee as soon as possible, but no later than 180 calendar days after the alleged violation to:

City of Aurora
ADA Coordinator—Clerk-Treasurer
Aurora City Hall
Third & Main Streets
P.O. Box 158
Aurora, IN 47001
(812) 926-1777

Within 15 calendar days after receipt of the complaint, the ADA Coordinator, or his designee, will meet with the complainant to discuss the complaint and the possible resolutions. Within 15 calendar days of the meeting, the ADA Coordinator, or his designee, will respond in writing, and where appropriate, in a format accessible to the complainant, such as large print, braille, or audio tape. The response will explain the position of the City of Aurora regarding the complaint, and will offer options for substantive resolution of the complaint when applicable.

If the response by the ADA Coordinator, or his designee, does not satisfactorily resolve the issue, the complainant, or his/her designee, may appeal the decision within 15 calendar days after receipt of the City's response. The initial appeal shall be to the City's ADA Coordinator. Within 15 calendar days after receipt of the appeal, the ADA Coordinator, or his designee, shall meet again with the complainant to discuss the appeal and possible resolutions. Within 15 calendar days after the appeal meeting, the ADA Coordinator, or his designee, will respond in writing, and, where appropriate, in a format accessible to the complainant. The written appeal response will offer final resolution of the complaint.

All written complaints received by the ADA Coordinator, or his designee, appeals to the ADA Coordinator, or his designee, and responses from the ADA Coordinator, or his designee, will be retained by the City of Aurora for at least three (3) years.

Self-Evaluation Commitment

The City of Aurora has conducted an inventory, inspection and evaluation of curbs, ramps and sidewalks within the City, many of which do not meet ADA requirements. The City is committed to making the entire City accessible to all individuals, including those with disabilities. This will be accomplished through the following:

- All new construction, reconstruction, road work construction or alterations, including federal projects under the control and/or inspection of the Department of Public Works will be in compliance with the ADA;

- The City will have in place a sidewalk repair program annually; and
- Allotting a conservative estimate of \$1,700.00 per curb ramp installation or reconstruction, the City of Aurora is committing from its gaming fund revenues approximately \$8,500.00 per year for the next 10 years to install new curb ramps and/or reconstruct existing curb ramps to meet ADA compliance. Missing or non-compliant curb ramps shall be prioritized in the installation and/or reconstruction plan.

ADA Standards and Guidelines

The standards are intended to apply to all construction undertaken within the City rights-of-way. The Indiana Department of Transportation (INDOT) design guidelines and standard drawing will serve as the primary standards and guidelines for this plan. Other standards, if necessary, will be applied at the discretion of the ADA Coordinator.

Implementation

The City intends to implement this Transition Plan effective the date of this document. Not only does the City commit to the following guidelines set forth in this Transition Plan, but it also commits to actively revising and amending this document as new information is discovered. Further, as a matter of policy, this document will be updated at least every five years. Finally, a copy of this document will be placed on the City's website.

APPENDIX C: Grievance Procedure

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City of Aurora, Indiana

Grievance Procedure under the Americans with Disabilities Act

This Grievance Procedure is established to meet the requirements of the Americans with Disabilities Act of 1990 ("ADA"). It may be used by anyone who wishes to file a complaint alleging discrimination on the basis of disability in the provision of services, activities, programs, or benefits by the **City of Aurora**. The City of Aurora's Personnel Policy governs employment-related complaints of disability discrimination.

The complaint should be in writing and contain information about the alleged discrimination such as name, address, phone number of complainant and location, date, and description of the problem. Alternative means of filing complaints, such as personal interviews or a tape recording of the complaint will be made available for persons with disabilities upon request.

The complaint should be submitted by the grievant or his or her designee, or both, as soon as possible but no later than 60 calendar days after the alleged violation to:

Town Manager

City of Aurora
235 Main Street
Aurora, IN 47001

AND

City of Aurora
Board of Public Works and Safety
235 Main Street
Aurora, IN 47001

Within 15 calendar days after receipt of the complaint, the director or assigned designee will meet with the complainant to discuss the complaint and the possible resolutions. Within 15 calendar days of the meeting, the director or assigned designee will respond in writing, and where appropriate, in a format accessible to the complainant, such as large print, Braille, or audio tape. The response will explain the City of Aurora's position and offer options for substantive resolution of the complaint.

If the response by Department of Planning and Community Development’s Director or assigned designee does not satisfactorily resolve the issue, the complainant or his or her designee, or both, may appeal the decision within 15 calendar days after receipt of the response to the City of Aurora Board of Public Works & Safety, or assigned designee.

Within 15 calendar days after receipt of the appeal, the Board of Public Works and Safety or assigned designee will meet with the complainant to discuss the complaint and possible resolutions. Within 15 calendar days after the meeting, the *City of Aurora* will respond in writing, and, where appropriate, in a format accessible to the complainant, with a final resolution of the complaint.

All written complaints received by the Department of Planning and Community Development Director or assigned designee, appeals to the **City of Aurora** or assigned designee, and responses from these two offices will be retained by the **City of Aurora** for at least three years.

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APPENDIX D: Facility Inventory

INCLUDES THE SELF-EVALUATION FORM AND SELF-EVALUATION RESULTS

Facility	Barrier	Barrier Number
Police Conference Room	None Identified	n/a
Fire Conference Room	None Identified	n/a
City Council Conference Room	None Identified	n/a
Aurora City Pool	None Identified	n/a
Aurora City Park	None Identified	n/a
Aurora Sports Complex	None Identified	n/a
Lesko Park	None Identified	n/a
Largent Field	None Identified	n/a
Ron Nocks Park	None Identified	n/a
Mary Stratton Park	None Identified	n/a
Waterways Park	None Identified	n/a
Aurora Civic Center	None Identified	n/a
Aurora Round Barn	None Identified	n/a
Waterways Park Shelterhouse	None Identified	n/a

Targeted Barrier Removal Projects for Facilities

The City of Aurora has identified the following barriers for targeted improvements.

There are no known barriers at the above locations. However if any barriers are identified in the future, the following format will be used to address those barriers:

Barrier Number (1): (description of the barrier), located at (facility name, address, and other identifying information).

Proposed Improvement: (describe work to be done)

Anticipated Costs: (Itemized cost estimate)

Anticipated Date of Improvements: (Calendar year or month and year if known)

Barrier Number (2): (description of the barrier), located at (facility name, address, and other identifying information).

Proposed Improvement: (describe work to be done)

Anticipated Costs: (Itemized cost estimate)

Anticipated Date of Improvements: (Calendar year or month and year if known)

Barrier Number (3): (description of the barrier), located at (facility name, address, and other identifying information).

Proposed Improvement: (describe work to be done)

Anticipated Costs: (Itemized cost estimate)

Anticipated Date of Improvements: (Calendar year or month and year if known)

Barrier Number (4): (description of the barrier), located at (facility name, address, and other identifying information).

Proposed Improvement: (describe work to be done)

Anticipated Costs: (Itemized cost estimate)

Anticipated Date of Improvements: (Calendar year or month and year if known)

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ADA Self-Evaluation Form

FACILITY NAME: _____

OBSERVATION DATE: _____

STREET ADDRESS: _____

SURVEYOR(S): _____

BEFORE SELF-EVALUATION: GENERAL CONSIDERATIONS

Surfaces (302) – Floor and ground surfaces shall be stable, firm, and slip resistant.

1. Openings in ground? (302.3)
 - a. $\frac{1}{2}$ inch or smaller?
2. Changes in level? (403)
 - a. Cannot be steeper than 1:20
 - b. $\frac{1}{4}$ inch or smaller? 1/2? Is it beveled?
 - c. Any changes greater than $\frac{1}{2}$, should be ramped
3. Knee & Toe Clearance
 - a. Space beneath an element is included as a part of clear floor or ground space or turning space
 - b. Toe - 9 x 17 x 30 (height X Depth x Width clearances)
 - c. Knee - 9 x 11x 30 (height X Depth X Width clearances)
4. Protruding Objects
 - a. (on the wall) Objects with leading edges (from the wall), shall not go beyond 4 inches horizontally when hanging down between 27 inches (minimum) to 80 inches (maximum) from the ground.
 - b. (free standing) Objects mounted shall be 12 inches maximum, can be located from 27 inches to 80 inches from the ground.
5. Reach Ranges
 - a. Forward Reach
 - i. Unobstructed – The reach range's height shall be from 15 inches (minimum) to 48 inches (maximum)
 - ii. Obstructed High Reach
 1. When the reach range depth is a 20-25 inch maximum, the high forward reach range shall be 44 inches maximum
 2. When the reach range depth is a 20 inch maximum, the high forward reach shall be 48 inches maximum
 3. Note: The depth should not exceed 25 inches maximum, if it is, then it is not compliant
 - b. Side reach
 - i. Unobstructed - The reach range's height shall be from 15 inches (minimum) to 48 inches (maximum)
 - ii. Obstructed High Reach –
 1. When the reach range depth is a 24 inch maximum, the high side reach shall be 34 inches maximum
 2. When the reach range depth is between 11- 24 inches (maximum), the high side reach shall be 46 inches maximum
 3. When the reach range depth is a 10 inch maximum, the high side reach shall be 48 inches maximum
 4. Note: The depth should not exceed 24 inches maximum, if it is, then it is not compliant
6. Operable Parts
 - a. Shall be operable with one hand and shall not require tight grasping, pinching, or twisting of the wrist
 - b. The force required to activate operable parts shall be five pounds
 - c. Shall be placed within one or more of the reach ranges
7. Handrails
 - a. Required on ramp runs with a rise greater than 6 inches

ADA Self-Evaluation Form

PARKING

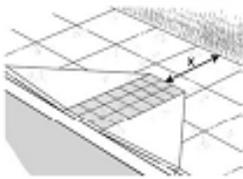
501 – 502; 208

<p>1. Is there dedicated parking for the facility? (Parking over which the facility has control). If No, skip to "Path of Travel."</p> <p>i. If yes, how many total spaces are there?</p> <p>ii. Of those spaces, how many have upright signs saying they are accessible spaces? [If there are 1-25 parking spaces, minimum requirement is 1 accessible parking spot. For 26-50, 2 minimum, 51-75 3 minimum and so on until 501 – 1000 which requires 2 percent of total # of spaces shall be accessible</p> <p>iii. Are the accessible spaces 8 feet wide (96 inches)?</p> <p>iv. Of those accessible spaces, are there any "van accessible" spaces?</p> <p>v. If yes, are they 11 feet wide (132 inches) or 8 feet wide (96 inches) with an access aisle that is also 8 feet wide (96) inches?</p> <p>vi. Is the width of each van accessible space plus adjacent access aisle equal to at least 16 feet?</p> <p>vii. Do all the accessible spaces have a striped access aisle?</p> <p>viii. Are the aisles at least 5 feet wide (60 inches)?</p>	<p>1. Yes ___ No ___</p> <p>a. _____</p> <p>b. _____</p> <p>c. Yes ___ No ___</p> <p>d. Yes ___ No ___</p> <p>e. Yes ___ No ___</p> <p>f. Yes ___ No ___</p> <p>g. Yes ___ No ___</p> <p>h. Yes ___ No ___</p>
<p>2. Is the accessible parking on the shortest route to the accessible entrance?</p> <p>Notes:</p> <p>**ADVISORY - Accessible routes must connect parking spaces to accessible entrances. In parking facilities where the accessible route must cross vehicular traffic lanes, marked crossings enhance pedestrian safety, particularly for people using wheelchairs and other mobility aids. WHERE POSSIBLE, IT IS PREFERABLE THAT THE ACCESSIBLE ROUTE NOT PASS BEHIND PARKED VEHICLES**</p>	<p>2. Yes ___ No ___</p>
<p>3. Surface</p> <p>**Slopes may not be steeper than 1:48**</p> <p>a. Any areas in the parking lot steeper than 1:48?</p> <p>Notes:</p>	<p>3. a. Yes ___ No ___</p>
<p>GENERAL COMMENTS ABOUT PARKING:</p> <p>Identify what direction the parking lot is being evaluated:</p> <p>Were the lines faded?</p>	

ADA Self-Evaluation Form

PATH OF TRAVEL (CURB RAMPS & RAMPS)

405 – 406

1. Is there a clear, accessible path of travel from parking to the facility entrance?		1. Yes ___ No ___
2. Are there ramps and curb ramps?		2. Yes ___ No ___
3. How many ramps and curb ramps are outside in total?		3. _____
4. Measure the length of each curb ramps. A. _____ feet/inches B. _____ feet/inches C. _____ feet/inches D. _____ feet/inches	Measure the slope A. _____ (Slope) _____ (Cross-slope) B. _____ (Slope) _____ (Cross-slope) C. _____ (Slope) _____ (Cross-slope) D. _____ (Slope) _____ (Cross-slope) Note: Curb ramps cannot be steeper than 1:12, cross slope cannot be steeper than 1:48	
5. Are there flared sides? If no, go to the next question a. If yes, is the clear space above the curb ramp at least 36 inches? b. If the sidewalk at the top of the ramp ("x") is 48 inches wide or more, is the slope of the flared sides 10% or less? c. If the sidewalk at the top of the ramp ("x") is less than 48 inches wide, is the slope of the curb ramp's flared sides 8.33 % or less/		5. Yes ___ No ___ a. Yes ___ No ___ b. Yes ___ No ___ c. Yes ___ No ___
6. Measure the length of each ramp. A. _____ feet/inches B. _____ feet/inches C. _____ feet/inches D. _____ feet/inches	Measure the slope A. _____ (Slope) _____ (Cross-slope) B. _____ (Slope) _____ (Cross-slope) C. _____ (Slope) _____ (Cross-slope) D. _____ (Slope) _____ (Cross-slope) Note: Curb ramps cannot be steeper than 1:12, cross slope cannot be steeper than 1:48	
7. Any ramps over 6 feet (72 inches) ? a. Were there handrails? b. What is the distance between the handrail and the ramp?		7. Yes ___ No ___ a. Yes ___ No ___ b. _____
8. Is any ramp longer than 30 feet? If No, skip to #10. a. If yes, are there landings at least 5 feet x 5 feet every 30 feet of length?		8. Yes ___ No ___ a. Yes ___ No ___
9. Are there uneven areas along the path of travel, more than a 1/2 inch?		9. Yes ___ No ___
10. Is the path of travel clear of protruding objects between 27 inches and 80 inches from the ground?		10. Yes ___ No ___
COMMENTS ABOUT PATH OF TRAVEL:		
Handrails		

ADA Self-Evaluation Form

ENTRANCE & DOORS

404

Note: Revolving doors, gates, and turnstiles shall not be part of an accessible route

FOR THE ACCESSIBLE ENTRANCE EXTERIOR

1. If there is more than one public entrance to a facility, is it clear (by signage or observation) which is the accessible entrance?	1. Yes ___ No ___
2. Is the exterior door an unobstructed, non-revolving, hinged door which can be opened with a closed fist (or automatically) and has an opening at least 32" wide? a. If no, what are the measurements?	2. Yes ___ No ___ a. _____
3. Measure the height of the door threshold. (1/4 inch maximum)	3. _____

FOR THE INTERIOR DOORS OPEN TO THE PUBLIC

5. If there are interior doors, are they unobstructed, non-revolving, hinged, easily opened with a closed fist and with an opening at least 32" wide? If No, indicate inaccessible door location(s)	5. Yes ___ No ___
6. If there is a threshold, measure the height. (1/4 inch maximum)	6. _____

Clearances – Circle the Approach side/ Door or Gate Side
Measurements – Perpendicular and parallel to doorway

Type of Use		Minimum Maneuvering Clearance	
Approach Direction	Door or Gate Side	Perpendicular to Doorway	Parallel to Doorway (beyond latch side unless noted)
From front	Pull	60 inches (1525 mm)	18 inches (455 mm)
From front	Push	48 inches (1220 mm)	0 inches (0 mm) ¹
From hinge side	Pull	60 inches (1525 mm)	36 inches (915 mm)
From hinge side	Pull	54 inches (1370 mm)	42 inches (1065 mm)
From hinge side	Push	42 inches (1065 mm) ²	22 inches (560 mm) ³
From latch side	Pull	48 inches (1220 mm) ⁴	24 inches (610 mm)
From latch side	Push	42 inches (1065 mm) ⁴	24 inches (610 mm)

8. Are there series of doors adjacent to each other? a. Are they 48 inches minimum between the doors?	8. Yes ___ No ___ a. _____
--	-------------------------------

COMMENTS ABOUT DOORS:	
------------------------------	--

ADA Self-Evaluation Form

ELEVATORS, STAIRS, & RAILINGS

407

<p>1. How many levels are in the facility and open to the public? Circle One Two Three or more If one, skip to "Common Areas."</p>	
<p>2. Are all levels open to the public accessible by ramp or elevator? If No, skip to #8</p>	<p>2. Yes ___ No ___</p>
<p>3. Is there an elevator? If no, skip to #7.</p>	<p>3. Yes ___ No ___</p>
<p>4. What are the dimensions of the elevator car: a. Door Width b. Elevator Car Width c. Length of Elevator Car d. Where is the door located in the elevator car? Centered, Side, or Any</p>	<p>4. a. _____ b. _____ c. _____ d. _____</p>
EXTERNAL	
<p>5. If there are elevators, what is the height of the controls? a. Are the controls closed fists operable? b. Marked with raised characters and Braille? c. Do elevators have visual (72 inches high minimum high) floor indicators on each floor? d. Do elevators have audible (once for the up direction, twice for the down direction) on each floor?</p>	<p>5. _____ a. Yes ___ No ___ b. Yes ___ No ___ c. Yes ___ No ___ d. Yes ___ No ___</p>
INTERNAL	
<p>6. If there are elevators, what is the height of the controls inside the elevator car? a. Are the controls closed fists operable? b. Marked with raised characters and Braille?</p>	<p>6. _____ a. Yes ___ No ___ b. Yes ___ No ___</p>
<p>7. Are there ramps? a. Do any ramps along the path (s) of travel exceed 6 foot in height, or 6 foot in length b. If yes, are there firm and stable handrails on both sides, parallel with the ground surface, with continuous gripping surfaces between 34" and 38" above ramp surface, and extending at least one foot beyond ramp, with a rounded end? If no, indicate the problem(s) in Comments section. If there are no long ramps, go to #6</p>	<p>7. Yes ___ No ___ a. Yes ___ No ___ b. Yes ___ No ___</p>
<p>8. Are there flights of stairs accessing the public areas? a. If yes, are there firm and stable handrails on both sides, with continuous gripping surfaces? b. Are the handrails 34 inches and 38 inches above stairs? If no, measurements _____ c. Do top handrails extend at least one foot (12 inches) beyond the top riser, and the bottom of handrail extend at least one foot (12 inches) beyond the last riser nosing as long as it's in the slope of the stair AND at least one tread beyond the bottom riser? d. What are the Riser heights and the tread depths for the steps?</p>	<p>8. Yes ___ No ___ a. Yes ___ No ___ b. Yes ___ No ___ c. _____ d. _____ _____</p>
<p>COMMENTS ABOUT ELEVATORS, STAIRS, & RAILINGS: Operable parts?</p>	

ADA Self-Evaluation Form

COMMON AREAS (INTERIOR AND EXTERIOR)

<p>1. Is there at least 36 inches wide of clear surface in the common area after the entrance?</p> <p>Please note what areas are not compliant:</p>	<p>1. Yes ___ No ___</p>
<p>2. Is there a 180° turn around an element?</p> <p>a. Is the clear width less than 48 inches?</p> <p>b. If yes, is the clear width approaching the turn at least 42 inches, at 48 inches at the turn, and at least 42 inches leaving?</p>	<p>2. Yes ___ No ___</p> <p>a. Yes ___ No ___</p> <p>b. Yes ___ No ___</p>
<p>3. Are there any areas in the clear/ open space that are not 36 inches wide?</p> <p>If yes, please note:</p>	<p>3. Yes ___ No ___</p>
<p>4. Are the areas free from protrusions that stick out more than four inches into the aisle between the heights of 27" to 80"?</p>	<p>4. Yes ___ No ___</p>
<p>5. Is there a single or double wheelchair space?</p> <p>a. For single space, is it at least 36 inches wide?</p> <p>b. For double space, it at least 33 inches wide?</p> <p>c. If the space can be entered from the front or rear, is the space at least 48 inches long?</p> <p>d. If the space can be entered only from the side, is the space at least 48 inches long?</p>	<p>5. Yes ___ No ___</p> <p>a. Yes ___ No ___</p> <p>b. Yes ___ No ___</p> <p>c. Yes ___ No ___</p> <p>d. Yes ___ No ___</p>
<p>6. Are there rows of seats?</p> <p>a. Are the aisles at least 36" wide?</p> <p>b. Check Lines for sight – Comments:</p>	<p>6. Yes ___ No ___</p> <p>a. Yes ___ No ___</p>
<p>7. Is there a service counter in the facility?</p> <p>a. Measure the height at the lowest point.</p> <p>b. Measure the width at the lowest point.</p> <p>c. Is it the same depth at the lowest and highest point?</p> <p>d. Is there toe clearance or knee clearance below the counter?</p> <p>e. If yes, what are the measurements?</p>	<p>7. Yes ___ No ___</p> <p>a. _____</p> <p>b. _____</p> <p>c. _____</p> <p>d. _____</p> <p>e. _____</p>
<p>8. Are seating/tables fixed? If no seating/tables, skip to the next section.)</p>	<p>8. Yes ___ No ___</p>
<p>9. Is there an outdoor dining area? If No, skip to next section.</p> <p>a. Is it on the same level or ramped?</p>	<p>9. Yes ___ No ___</p> <p>a. Yes ___ No ___</p>
<p>COMMENTS ABOUT COMMON AREAS:</p> <p>Clear Floor space? Operable Parts? Toe clearance?</p>	

ADA Self-Evaluation Form

PUBLIC RESTROOMS AND DRINKING FOUNTAINS

602 – 606

<p>1. Are there public restrooms? (If No, skip to #2)</p> <p>a. Is there accessibility signage (raised lettering, international symbol of accessibility) near the restroom?</p> <p>b. What is the width of the door opening?</p> <p>c. If there are multiple floors open to the public, is there one accessible restroom per floor?</p> <p>d. Is the restroom/stall at least 5 feet x 5 feet (measured wall to wall)? If less, what are the measurements</p> <p>_____</p> <p>e. Are there grab bars at the back and side of the toilet?</p> <p>i. Length of the side bar _____ & is less than 12 inches from the back wall? Y or N</p> <p>ii. Length of the back bar _____ & is divided 24 inches on side and 12 inches on the other side of the center line of the seat? Y or N</p> <p>f. What's the distance between the centerline of the toilet, and the wall/partition?</p> <p>g. What is the distance from the floor to the operable part of the following fixtures:</p> <p>i. Sink _____</p> <p>ii. Paper towel dispenser _____ (e.g. 40 inches)</p> <p>iii. Soap dispenser _____</p> <p>iv. Hand dryer _____</p> <p>v. Mirror _____</p> <p>vi. Coat Hooks _____</p> <p>vii. Shelves _____</p> <p>viii. Urinals _____ height _____ depth</p> <p>h. Is the height of the toilet seat between 17 inches and 19 inches?</p> <p>i. Is the toilet paper dispenser between 15 inches and 48 inches from the ground and no farther than 9 inches in front of the toilet?</p> <p>2. Door Swing Make Notes:</p>	<p>1. Yes ___ No ___</p> <p>a. Yes ___ No ___</p> <p>b. _____</p> <p>c. Yes ___ No ___</p> <p>d. Yes ___ No ___</p> <p>e. Yes ___ No ___</p> <p>f. _____</p> <p>g. _____</p> <p>h. Yes ___ No ___</p> <p>i. Yes ___ No ___</p>
<p>2. If there is a drinking fountain, is one spout no higher than 36 inches, measured from the floor to the spout outlet? If not, the measurements</p> <p>_____</p> <p>a. Is the flow of water at least 4 inches high?</p> <p>b. Is the flow of water within 5 inches from the front of the unit?</p> <p>Comments:</p>	<p>2. Yes ___ No ___</p> <p>a. Yes ___ No ___</p> <p>b. Yes ___ No ___</p>
<p>COMMENTS ABOUT PUBLIC RESTROOMS AND DRINKING FOUNTAINS:</p> <p>Clear Floor space? Operable Parts? Flush controls? Toe clearance?</p>	

ADA Self-Evaluation Form

PUBLIC RESTROOMS AND DRINKING FOUNTAINS

602 – 606

<p>1. Are there public restrooms? (If No, skip to #2)</p> <p>j. Is there accessibility signage (raised lettering, international symbol of accessibility) near the restroom?</p> <p>k. What is the width of the door opening?</p> <p>l. If there are multiple floors open to the public, is there one accessible restroom per floor?</p> <p>m. Is the restroom/stall at least 5 feet x 5 feet (measured wall to wall)? If less, what are the measurements _____</p> <p>n. Are there grab bars at the back and side of the toilet?</p> <p>i. Length of the side bar _____ & is less than 12 inches from the back wall? Y or N</p> <p>ii. Length of the back bar _____ & is divided 24 inches on side and 12 inches on the other side of the center line of the seat? Y or N</p> <p>o. What's the distance between the centerline of the toilet, and the wall/partition? _____</p> <p>p. What is the distance from the floor to the operable part of the following fixtures:</p> <p>ix. Sink _____</p> <p>x. Paper towel dispenser _____ (e.g. 40 inches)</p> <p>xi. Soap dispenser _____</p> <p>xii. Hand dryer _____</p> <p>xiii. Mirror _____</p> <p>xiv. Coat Hooks _____</p> <p>xv. Shelves _____</p> <p>xvi. Urinals _____ height _____ depth</p> <p>q. Is the height of the toilet seat between 17 inches and 19 inches?</p> <p>r. Is the toilet paper dispenser between 15 inches and 48 inches from the ground and no farther than 9 inches in front of the toilet?</p> <p>2. Door Swing Make Notes:</p>	<p>3. Yes ___ No ___</p> <p>j. Yes ___ No ___</p> <p>k. _____</p> <p>l. Yes ___ No ___</p> <p>m. Yes ___ No ___</p> <p>n. Yes ___ No ___</p> <p>o. _____</p> <p>p. _____</p> <p>q. Yes ___ No ___</p> <p>r. Yes ___ No ___</p>
<p>2. If there is a drinking fountain, is one spout no higher than 36 inches, measured from the floor to the spout outlet? If not, the measurements _____</p> <p>a. Is the flow of water at least 4 inches high?</p> <p>b. Is the flow of water within 5 inches from the front of the unit?</p> <p>Comments:</p>	<p>4. Yes ___ No ___</p> <p>a. Yes ___ No ___</p> <p>b. Yes ___ No ___</p>
<p>COMMENTS ABOUT PUBLIC RESTROOMS AND DRINKING FOUNTAINS:</p> <p>Clear Floor space? Operable Parts? Flush controls? Toe clearance?</p>	

ADA Self-Evaluation Form

Special Rooms, Spaces, and Elements

Chapter 8 & 9

<p>1. Is there a locker room/dressing room/fitting room in the facility?</p> <p>a. Does the door swing into the room?</p> <p>b. Are there benches?</p> <p>c. Measurements of the bench _____ long _____ depth _____ height</p> <p>d. Measurements of the back support _____ Depth</p>	<p>1. Yes ___ No ___</p> <p>a. Yes ___ No ___</p> <p>b. Yes ___ No ___</p>
<p>2. Is there a kitchen in the facility for public use?</p> <p>a. If you have a pass through kitchen, is the walkway at least 40 inches wide?</p> <p>b. If you have a U-shaped Kitchen enclosed on three contiguous sides, is there at least 60 inches of clearance?</p> <p>c. What is the distance from the floor to the operable part of the following fixtures: Sink _____</p>	<p>2. Yes ___ No ___</p> <p>a. Yes ___ No ___</p> <p>b. Yes ___ No ___</p>
<p>3. Transportation Facilities</p> <p>a. At the bus stop boarding and alighting, is there at least 96 inches of clear length?</p> <p>b. Is there a clear width of 60 inches, parallel to the vehicle roadway?</p> <p>c. Are bus shelters connected by an accessible route?</p> <p>d. Are ramps/curb cuts at least 36" wide? 3. Yes ___ No ___</p>	<p>3.</p> <p>a. Yes ___ No ___</p> <p>b. Yes ___ No ___</p> <p>c. Yes ___ No ___</p> <p>d. Yes ___ No ___</p>
<p>e. Measure length of each curb ramps. Measure the slope</p> <p>A. _____ feet/inches A. _____ (Slope) _____ (Cross-slope)</p> <p>B. _____ feet/inches B. _____ (Slope) _____ (Cross-slope)</p> <p>C. _____ feet/inches C. _____ (Slope) _____ (Cross-slope)</p> <p>D. _____ feet/inches D. _____ (Slope) _____ (Cross-slope)</p> <p>Note: Ramps cannot be steeper than 1:20, cross slope cannot be steeper than 2:00</p>	
<p>4. Play Areas</p> <p>a. Evaluate if an accessible route exist to the play areas, soft contained play structures, water play components. Is there an accessible route of at least 60 inches in width in the playground?</p> <p>If not, where _____</p> <p>b. If there are ramps, measure the length _____ and slope _____</p> <p>c. If there are play tables, measure knee clearance. How many inches are below the table? _____</p> <p>d. Does the facility have transfer system in the playground? Yes or No</p> <p>e. Take notes on the transfer system</p>	<p>4.</p> <p>a. Yes ___ No ___</p>
<p>COMMENTS ABOUT CUSTOMER SERVICE AND EMPLOYMENT:</p> <p>Operable parts</p>	

GENERAL NOTES

APPENDIX E: Program Assessment

Due to the overlap of program locations with facility reviews addressed elsewhere in this document, and the diverse composition of programming, the City of Aurora relies on input from employees and the public to determine potential barriers for each of its programs.

Program	Barrier	Barrier Number
Halloween (City Wide)	None Identified	n/a
Farmers Fair - Aurora Park	None Identified	n/a
July 4th Fireworks Event - Ferry Landing	None Identified	n/a

Targeted Barrier Removal Projects for Programs

The City of Aurora has identified the following barriers for targeted improvements.

There are no known barriers at the above locations or in the above programs. However if any barriers are identified in the future, the following format will be used to address those barriers:

Barrier Number (1): (description of the barrier), located at (facility name, address, and other identifying information).

Proposed Improvement: (describe work to be done)

Anticipated Costs: (Itemized cost estimate)

Anticipated Date of Improvements: (Calendar year or month and year if known)

Barrier Number (2): (description of the barrier), located at (facility name, address, and other identifying information).

Proposed Improvement: (describe work to be done)

Anticipated Costs: (Itemized cost estimate)

Anticipated Date of Improvements: (Calendar year or month and year if known)

Barrier Number (3): (description of the barrier), located at (facility name, address, and other identifying information).

Proposed Improvement: (describe work to be done)

Anticipated Costs: (Itemized cost estimate)

Anticipated Date of Improvements: (Calendar year or month and year if known)

Barrier Number (4): (description of the barrier), located at (facility name, address, and other identifying information).

Proposed Improvement: (describe work to be done)

Anticipated Costs: (Itemized cost estimate)

Anticipated Date of Improvements: (Calendar year or month and year if known)

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APPENDIX F: Curb Ramp Inventory

INVENTORY BEGINS ON NEXT PAGE

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APPENDIX G: Sidewalk Inventory

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