



**DISABLED ACCESS CHECKLIST FORM  
 FOR EXISTING BUILDINGS**

This form *“Disabled Access Checklist Form for Existing Buildings”* in addition to *“Unreasonable Hardship Exception Request for Existing Buildings”* form must be completed for all building permit applicants requesting unreasonable hardship exception or equivalent facilitation.

ITEM	EXISTING COMPLIES		PROPOSED IMPROVEMENT		NON-COMPLYING ITEMS	COST OF IMPROVEMENT
	FULL	EQUIV	FULL	EQUIV		
<b>Restrooms – Section 1115B:</b>						
Separate accessible facility for each sex						
Toilet Facilities – Multiple accommodation toilet						
- Wheelchair clearance 60” turn						
<b>Passageway leading to restroom:</b>						
- all doors shall have 32” min. width						
- level area of 60” on the door swing side						
- level area of 44” where the door swings away						
- 24” on the strike side of door for exterior landings						
- 18” on the strike side of the door for interior landings						
- 48” min. space between consecutive doors (vestibule)						
<b>Signage (symbols for restrooms doors):</b>						
- Sign in Braille w/raised letters on wall @ strike side						
- Men – an equilateral triangle ¼” thick with edges 12” long						
- Women – a circle ¼” thick and 12” diameter						
- Unisex – a 12” diameter circle with a triangle superimposed on the circle						
- Symbol shall be centered 60” above floor						
<b>Access Aisle:</b>						
- 44” min. aisle width						
- 48” min. space in front of compartment door						
<b>Clear turn-around space within bathroom:</b>						
- 60” circle measuring 27” high above floor						



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<b>Main Accessible Closet:</b>						
- Entry door – automatic closer						
- Clear width 32” door when located at end of stall						
- Latch – Flip over or sliding						
<b>Water Closet Fixture Space Requirement:</b>						
- 18” from adjacent wall to center line of fixture						
- 48” min. clear in front of water closet if end access						
- 60” min. clear in front of water closet, front access						
- 32” min. from water closet to adjacent wall or partition						
- 28” min. from water closet to adjacent fixtures						
<b>Water Closet Grab Bars:</b>						
- Mounted 33” above floor						
- Side bar 42” long						
Rear bar 36” long						
- Diameter – 1¼” to 1½”						
<b>Lavatory Fixtures:</b>						
- 30”x48” clear space all fixtures						
- 18” min. from adjacent wall to center line						
- Counter height of 34”						
- Clearance under apron – 29” A.F.F. for 8”						
- Toe Clearance						
- Hot water pipes insulated						
- Lever or push type facets						
- Mirror – bottom edge max. 40” A.F.F.						
Toilet tissue dispensers - 12” from front edge						



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<b>Urinals:</b>						
- 30"x48" clear space in front on men						
- min. 14" projection						
- max. 17" above floor						
- max. 44" A.F.F. for flush controls						
<b>Towels, Waste Receptacles, etc. – max. 40" A.F.F. to operate part:</b>						
- Waste dispenser						
- Paper towel dispenser						
- Sanitary napkin dispenser						
<b>Water Fountains:</b>						
- 32" min. width						
- 18" min. depth						
- Knee space under 27" HTx8" deep min.						
- Bubbler – 36" max. A.F.F.x6" max. from front						
- Clear approach space of 30"x48"						
<b>Telephones:</b>						
- Clear floor space of 30"x48" allowing either forward or parallel approach						
- Highest operable part – 54" max.						
- Overhang – 19" max.						
- Enclosure entrance – 30" wide & 27" high min.						
- Equipment						
- ?Receiver that generates magnetic fields						
?Min. 1 per bank or 25% shall have volume control						
?Chord length – 29" min. long						
?Controls – push button						
?Min. 1 text phone for 4 or more phone avail						
<b>Parking:</b>						
- Car parking						
- Van parking						
- Curb ramps						
- Signs						