

FACILITIES SURVEY

Use the following survey to evaluate the accessibility of your campus. At least one person who uses a wheelchair should be part of the survey team. “NO” answers indicate areas which need to be addressed. See * below for tips.

Yes	No	Parking
		Are 10% of all parking spaces designated accessible spaces? If no, actual number:
		Are car spaces at least 8’ wide in the accessible spaces? If no, actual width:
		Is there an adjacent access aisle at least 5’ wide, minimum? Two spaces can share access aisles.
		Are the reserved spaces and access aisles paved, even if the rest of the parking lot is not paved?
		Is there at least one van-accessible space? One van accessible space for every six accessible spaces is recommended.
		Is the van-accessible space 8’ wide, minimum with an 8’ wide access aisle?
		Are reserved spaces clearly marked with access symbol signage, 60” to bottom of sign, minimum? If no, actual height of signage:
		Is the van-accessible space clearly marked “Van Accessible”?
		Are reserved spaces on a level surface?
		Is there a 3’ wide curb cut between the parking lot and sidewalk, with a slope of 1”:12”? Actual width of curb cut: Actual slope of curb cut:
		Are reserved spaces close to an accessible entrance and on an accessible route with walkways at least 54 inches wide?

Yes	No	Parking
		Are wheel stops installed 18' from the curb to prevent car overhang onto sidewalk leading to the accessible entrance?

Yes	No	Walkways
		Do walkways have non-slip, paved surfaces?
		Are walkways the recommended 36" wide with 60" x 60" passing spots every 200' to allow for passing? If no, actual width:
		Is the slope of the walkway a maximum of 1" rise in 20"?
		Are walkways of a continuing common surface, and not interrupted by steps?
		Are there any protruding objects, such as shrubs, in the walkway? List and create a plan for removal:

Yes	No	Ramp
		Has a sloped walkway rather than an exterior ramp been considered?
		Do ramps have a slope no greater than 1" rise in 12"?
		Do ramps have a width of no less than 36" between handrails?
		Do ramps have continuous side rails on both sides?
		Are side rails 34" to 38" above the surface of the ramp?
		Do side rails extend 1' beyond the top and bottom of the ramp?
		Do ramps have a non-slip surface?
		Do ramps have level 5' platforms at 30' intervals and whenever they turn (for purposes of rest and safety)?

Yes	No	Ramp
		Are exterior ramps covered with a canopy for weather protection to keep ramps free of snow, ice and rain?
		If exterior ramps are not covered is a 4" bottom rail in place rather than a curb to allow rain to drain off and snow to be pushed off?
		Do doors have a clear opening of 32" or more? If no, actual width:

Yes	No	Walkways
		Is at least one primary entrance to the building usable by people who use wheelchairs and walkers?
		Do doors have a clear opening of 32" or more? If no, actual width:
		If doors have a closer, is there a time-delay device?
		When closed, are doors that are in a series separated by at least 4' plus the width of any door swinging into the space? If no, actual distance:
		Are all thresholds level (less than ¼ inch), or beveled, up to ½ inch high?
		Are door handles 48" high or less?
		Are door handles operable with a closed fist?

Yes	No	Wheelchair Lift
		Is platform 42" x 48"? If no, actual dimension:
		Can lift be operated by persons with disabilities without assistance?
		Is lift secured to prevent accidents or misuse?
		Is there an accessible route on and off the lift, top and bottom?

Yes	No	Access to Worship
		Are there one or two pews 32" apart for people who use crutches or walkers?
		Have the ends of several pews been removed to allow people in wheelchairs to sit with family?
		Are there chairs with padded seats, some padded pews, or seat pads to distribute?
		Are there areas of adequate lighting to enable participation in worship?
		Is there adequate lighting on speakers and interpreters, with no shadows on either?
		Are worship aides and hymnals available for people with vision loss in large print?
		Are worship aides and hymnals available for people with vision loss in Braille?
		Is there an amplification system for persons who are hard of hearing? If yes, what type?
		Are there sign language interpreters for people who are deaf and hard of hearing?
		In lieu of interpreters, is there real-time captioning available?
		Is the sanctuary accessible so that people who use wheelchairs and walkers can serve as worship ministers?
		Have ushers been trained to offer appropriate assistance?

Yes	No	Stairs
		Do stairs have a non-slip surface?
		Are stairs well-lit?
		Is there a continuous and stable handrail along both sides of the stairs? If no, note if there is handrail on one side here:

Yes	No	Stairs
		Is there textural or color change at the top and bottom of steps to alert persons with vision loss?

Yes	No	Restrooms
		Is there at least one accessible restroom provided on each floor?
		Do entranceways, doors, and vision screens allow 32" clearance?

Is there at least one toilet stall that:		
		Has a stall 60" wide by 56" minimum clear inside dimension for a wall mounted toilet or 60"x 59" for floor mounted?
		Has an out-swinging door that has a 32" clear opening?
		Has grab bars 36" long on each side or on one side and rear wall, 33" to 36" above floor, fastened securely to the wall at the ends and center?
		Has a commode with seat 17" to 19" from floor?
		Has paper holder 7"- 9" in front of toilet, 14"- 19" from floor?
		Are sinks wall-mounted with rim no higher than 34" from floor?
		Do sinks have faucets operable with closed fist? (Single-lever type handles not requiring hand grip are preferred.)
		Are exposed drain pipes and hot water pipes covered or insulated?
		Are some mirrors and shelves at a height with the bottom no higher than 40" above floor (or slanted to allow vision at that level)?
		Are some towel racks, and other dispensers and disposal units mounted no higher than 40" from the floor?
		Do restrooms for men have wall-mounted urinals with opening of the basin no higher than 17" from the floor, or have floormounted urinals that are level with the main floor?

Yes	No	Elevators
		If building is multi-story, is there an elevator?
		Are the hall call buttons centered at 42" maximum from floor?
		Are all of the interior controls 48" or less from the floor? If no, actual height:
		Are the buttons labeled with raised or Braille letters beside them?
		Do cab dimensions range from 51"x 80" to 60"x 60"? If no, actual dimension:
		Is there a handrail provided on at least one side, 32" from the floor?
		Is the door slow-closing, with a sensing device?
		Is there an audible signal at each floor?

* To save time, you may want to divide your committee into groups, assign each group different areas to survey and then have groups report back on findings. Make copies of the survey for team members and place on clipboards. Use a tape measure for accurate measurements.

Measurements in this survey are based on Means ADA Compliance Pricing Guide 2nd Edition, Kingston, MA: Reed Construction Data, Inc, 2004.

Specific accessibility requirements may vary by state and local rules. Consult your local authorities for accessibility requirements that may differ from the Americans with Disabilities Act Accessibility Guidelines (ADAAG). Where local rules are stricter than the ADAAG they take precedence.

Adapted from: Opening Doors, National Catholic Partnership on Disabilities, Washington, D.C. www.NCPD.org