

**CITY OF ZILLAH  
PUBLIC FACILITIES  
&  
PUBLIC RIGHT OF WAYS  
ADA SELF-EVALUATION  
AND TRANSITION PLANS**

## Table of Contents

### **PUBLIC FACILITIES**

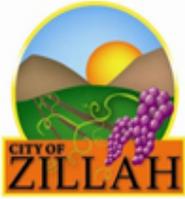
<b>ADA Self-Evaluation &amp; Transition Plan</b>	<b>4</b>
<b>1.0 INTRODUCTION AND OVERVIEW</b>	<b>5</b>
1.1 PUBLIC PROCESS AND INPUT	7
1.2 RELATIONSHIP OF SELF-EVALUATION & TRANSITION PLANS	7
1.3 TRANSITION PLAN REQUIREMENTS	8
1.4 DESCRIPTION OF FACILITY ACCESSIBILITY	8
1.5 TRANSITION PLAN PRIORITIES	9
1.6 MAINTENANCE OF ACCESSIBLE FEATURES	9
<b>2.0 CITY RESPONSIBILITIES UNDER THE ADA</b>	<b>11</b>
2.1 PROGRAM ACCESSIBILITY, Section 504 and ADA Title II	12
2.3 Curb Ramps (Public Right of Ways Plan)	14
2.4 Existing parking lots	14
2.5 Historical preservation programs	14
2.6 Primary consideration	17
2.7 Qualified interpreter	17
2.8 Telephone communications	17
2.9 Emergency telephone service	17
2.10 911 lines	18
2.11 Voice amplification	18
<b>3.0 POLICIES AND PROCEDURES</b>	<b>19</b>
<b>4.0 EFFECTIVE COMMUNICATIONS</b>	<b>20</b>
4.1 REQUIREMENTS	20
4.2 Telecommunication Devices for the Deaf (TDD's)	20
4.3 Information and Signage	22
4.4 Effective COMMUNICATIONS POLICY and Request Procedures	22
<b>5.0 PROGRAM AND FACILITY ACCESSIBILITY</b>	<b>23</b>
5.1 CATEGORIZATION OF FACILITIES	23
5.2 CRITERIA FOR CATEGORIZATION	33
5.3 PRIORITIZATION OF FACILITY ELEMENTS –	33
<i>Policies, Programs, and Procedures</i>	34
Buildings, Facilities, and Parks	35
Facility Surveys	35
Facility Reports	35
Removal of Architectural Barriers	36
Prioritization of Barrier Removal	36
Sidewalk and Curb Ramp Programs	37
Undue Burden	38
On-going Accessibility Improvements	38
Measuring the Success of the Transition Plan	39
Grievance Procedure	39
Program Accessibility Toolkit	39



**AMERICANS WITH DISABILITIES ACT TRANSITION PLAN:  
PEDESTRIAN FACILITIES IN THE PUBLIC RIGHT-OF-WAY \_\_\_\_\_ 40**

INTRODUCTION \_\_\_\_\_ 41  
IDENTIFIED OBSTACLES TO THE PUBLIC RIGHT-OF-WAY \_\_\_\_\_ 41  
PRELIMINARY EVALUATION \_\_\_\_\_ 41  
DETAILED EVALUATION \_\_\_\_\_ 42  
REMOVING BARRIERS \_\_\_\_\_ 42  
POLICIES \_\_\_\_\_ 43  
*Reporting* \_\_\_\_\_ 44  
*TRAINING* \_\_\_\_\_ 44  
ESTIMATED CONSTRUCTION COSTS \_\_\_\_\_ 44  
SCHEDULE \_\_\_\_\_ 45  
RESPONSIBLE INDIVIDUAL \_\_\_\_\_ 45  
PUBLIC INPUT \_\_\_\_\_ 45  
ATTACHMENT A \_\_\_\_\_ 47  
ATTACHMENT B \_\_\_\_\_ 51  
ATTACHMENT C \_\_\_\_\_ 52  
ATTACHMENT D \_\_\_\_\_ 53





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# **PUBLIC FACILITIES ADA Self-Evaluation & Transition Plan**



## **1.0 INTRODUCTION AND OVERVIEW**

The Americans with Disabilities Act (ADA) enacted on July 26, 1990, and as amended, provides comprehensive civil rights protections to persons with disabilities in the areas of employment, state and local government services, telecommunications, transportation, and access to public accommodations. The ADA is companion civil rights legislation with the Civil Rights Act of 1964 and Section 504 of the Rehabilitation Act of 1973. This legislation mandates that qualified disabled individuals shall not be excluded from participation in, denied the benefit of, or be subjected to discrimination under any program or activity.

The Act also provides disabled employees with certain protections and requires employers to make reasonable accommodation for disabled applicants and employees.

The ADA is divided into five parts, covering the following areas:

### **Title I: EMPLOYMENT**

Under this title, employers, including governmental agencies, must ensure that their practices do not discriminate against persons with disabilities in the application, hiring, advancement, training, compensation, or discharge of an employee, or in other terms, conditions, and rights of employment.

### **Title II: PUBLIC SERVICES**

This title 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 a self-evaluation is prepared. The self-evaluation is intended to outline programs and services of the City of Zillah, WA and to evaluate what policies and procedures must be changed or implemented to effect the nondiscrimination policies described in Title II. Further, program accessibility must be provided not only to members of the public but also to staff participating in programs of the City.

### **Title III: PUBLIC ACCOMMODATIONS**

Title III requires places of public accommodation to be accessible to and usable by persons with disabilities. The term “public accommodation” as used in the definition is often misinterpreted as applying to public agencies, but the intent of the term is to refer to any privately funded and operated facility serving the public.

### **Title IV: TELECOMMUNICATIONS**

This title covers regulations regarding private telephone companies and requires common carriers offering telephone services to the public to increase the availability of interstate and intrastate telecommunications relay services to individuals with hearing and speech impairments.



## **Title V: MISCELLANEOUS PROVISIONS**

This title contains several miscellaneous regulations, including construction standards and practices, provisions for attorney's fees, and technical assistance provisions. Title II dictates that a public entity must evaluate its services, programs, policies, and practices to determine whether they are in compliance with the nondiscrimination regulations of the ADA. The regulations detailing compliance requirements were issued in July, 1991. These regulations mandate that each public entity is required to examine activities and services, identify problems or physical barriers that may limit accessibility by the disabled, and describe potential compliance solutions. The entity must then proceed to make the necessary changes resulting from the self-evaluation. The ADA further requires that a transition plan be prepared to describe any structural or physical changes required to make programs accessible. The City of Zillah, WA ADA Transition Plan is a companion to the documents that comprise the self-evaluation portion of the report and can be reviewed in the report appendixes.

### **DEFINITION OF DISABILITY**

In the ADA, the term "disability" means, with respect to an individual:

- 1) A physical or mental impairment that substantially limits one or more of the major life activities of such individual;
- 2) A record of such an impairment; or
- 3) Being regarded as having such an impairment.

If an individual meets any one of these three tests, he or she is considered to be an individual with a disability for purposes of coverage under the Americans with Disabilities Act. The Final Rules of the ADA describe in greater detail the conditions included and excluded as disabilities under the ADA, and these rules should be referred to if more detailed descriptions of covered disabilities is desired.

### **Federal Accessibility Requirements**

The City of Zillah is obligated to observe all requirements of Title I in its employment practices; Title II in its policies, programs, and services; any parts of Titles IV and V that apply to the City and its programs, services, or facilities; and all requirements specified in the ADA Accessibility Guidelines (ADAAG) that apply to facilities and other physical holdings (e.g., streets, sidewalks, and pedestrian rights-of-way).

Title II has the broadest impact on the City. Included in Title II are administrative requirements for all government entities employing more than fifty people. These administrative requirements are:

- Completion of a self-evaluation;
- Development of an ADA grievance procedure;



- Designation of a person who is responsible for overseeing Title II compliance; and
- Development of a transition plan if the self-evaluation identifies any structural modifications necessary for compliance. The transition plan must be retained for three years.

The City of Zillah has undertaken a comprehensive evaluation of its policies, programs, and facilities (both structural and transportation) to determine the extent to which individuals with disabilities may be restricted in their access to City services and activities.

This report describes the process developed to complete the evaluation of the City of Zillah's activities, provides policy and program recommendations, and presents a Transition Plan for the modification of facilities and programs to ensure accessibility.

This document will guide the planning and implementation of necessary program and facility modifications over the next several years. The ADA Self-Evaluation and Transition Plan are significant in that it establishes the City's commitment to the development and maintenance of policies, programs, and facilities that include all of its citizenry.

### **1.1 PUBLIC PROCESS AND INPUT**

The transition plan must be formally adopted by the City of Zillah, WA City Council. The City shall hold a public hearing to gather input on this transition plans, and shall make the document available to the public to allow submission of written comments. All comments must be addressed prior to adoption of the plan. Adoption of the plans commits the City to the barrier removal described in the transition plans, according to the schedule given. Any future changes to the plans must be considered with the same standard of public input.

### **1.2 RELATIONSHIP OF SELF-EVALUATION & TRANSITION PLANS**

The self-evaluation describes all of the programs and services of the City and how they will be made accessible. Programs can be made accessible in three ways:

- 1) Minor programmatic changes, such as providing test material in alternate formats,
- 2) Moving the program to an accessible site or facility, or
- 3) Making facility upgrades, "structural modifications", to the program site.

It is rare that an entity's facilities are completely accessible, or that they have enough accessible facilities to locate all programs at accessible locations without making some modifications when

viewing their programs in their entirety. The transition plans document facility accessibility and provides a plan for making necessary changes.

### **1.3 TRANSITION PLAN REQUIREMENTS**

The major purpose of a Transition Plan, as it relates to buildings and facilities owned and operated by a public entity, is to document the barriers to persons with disabilities that are present in the facilities, and to propose the structural and non-structural steps that will be undertaken to provide program accessibility. Many components contributed to the development of this Transition Plan including: comprehensive surveys and evaluation of the architectural barriers present at City owned, operated, or utilized facilities. The term “facilities” is intended to include buildings, structures, or any part of real property that involves a specific use by persons. The surveying process was conducted between March 2012 and October 2012, leading up to the drafting of this Transition Plans.

It is important to note that for the purposes of these Transition Plans, the date of each accessibility survey serves as the “datum” point, indicative of the state of the facility as included in the accessibility reports. While the City has been making ongoing improvements and removing barriers as possible on a continual basis, some physical improvements listed in the detailed surveys may have begun, been partially completed, or fully completed prior to the adoption of these Transition Plans.

It is likely that the City will continue to undertake structural and transportation modifications as part of capital improvement projects.

#### **Implementation of Transition Plans**

With the acceptance of the final Transition Plans by the City Council, the mitigation of physical barriers in facilities and the public rights-of-way will begin immediately.

The individuals responsible for implementing the Transition Plans will maintain this document. The final document will be a working document to be modified as barriers are removed or alterations are made.

The City of Zillah’s final document shall, for at least three years following completion, be maintained on file and made available for public inspection.

### **1.4 DESCRIPTION OF FACILITY ACCESSIBILITY**

Determination that a facility or portion thereof, is accessible is based on the standards of the Americans with Disabilities Act Accessibility Guidelines (ADAAG), and the criteria established by this document. It is not required that all facilities, or facility areas, be accessible to meet the program compliance requirement of the ADA. The ADAAG sets standards for accessibility of specific elements, and establishes “scoping” requirements for new construction and remodeling. “Scoping” determines which elements need to be accessible for a given type of work.

Where the City undertakes new construction or modernization of facilities not restricted to accessibility work, modifications to upgrade accessibility features may be required that are not proposed in this transition plan. Such work may also be triggered by the applicable state or local building codes and this future work is separate from the program access requirement addressed by the self-evaluation and transition plan.

### **1.5 TRANSITION PLAN PRIORITIES**

One of the most important aspects of preparing a transition plan is assigning priorities to structural modifications necessary to achieve program access. Obviously, the highest priority items should be undertaken first, and the schedule for completion is dependent on these determinations.

### **1.6 MAINTENANCE OF ACCESSIBLE FEATURES**

Under ADA Title II 28 CFR § 35.133(a), City must maintain in working condition those features of facilities and equipment that are required to be readily accessible to and usable by persons with disabilities. Inoperable elevators or wheelchair lifts, locked accessible doors, or accessible routes that are obstructed by furniture, filing cabinets, or potted plants are neither “accessible to” nor “usable by” individuals with disabilities under 28 CFR. § 35.133 (Preamble). Section 504 regulations do not contain a comparable provision concerning the maintenance of accessible features. It should be noted that ADA requirements regarding the maintenance of accessible features do not prohibit temporary obstructions or isolated instances of mechanical failure under 28 CFR. § 35.133(b) (Preamble). Isolated or temporary interruptions in service or access due to maintenance or repairs are also not prohibited under 28 CFR. § 35.133(b). However, allowing obstructions or “out of service” equipment to persist beyond a reasonable period of time would violate this requirement, as would repeat mechanical failures due to improper or inadequate maintenance under 28 C.F.R. § 35.133 (Preamble). The City of Zillah should maintain a system of monitoring accessibility improvements at all City facilities to assure ongoing compliance with the ADA and ADA Accessibility Guidelines and to take all reasonable steps to provide both programmatic and physical access for persons with disabilities. Programmatic requirements, such as the provision of TTY’s, sign language interpreters, and alternative written formats, should be monitored by the ADA Coordinator.

While physical access items should be reviewed and monitored at a general level by the ADA Coordinator, detailed monitoring of such items should be delegated to the City’s Director of Public Works, who would ultimately be responsible for maintenance and repairs. The Director of Public Works should designate a supervisor to oversee accessibility related improvements at the various City sites, train personnel on how to keep systems in working order, and resolve details of potential or reported problems.

Maintenance of accessible features and specific conditions that should be maintained to provide physical accessibility includes, but is not necessarily limited to, the following items:

- 1) Maintain exterior pathways and repair any surface irregularities that may become greater than 1/2" due to wear or cracking, and make other repairs to keep pathways from causing hazardous conditions.
- 2) Maintain accessible parking spaces to have all appropriate signage and to keep access aisles to the spaces and to the main entrances they serve clear and usable.
- 3) Maintain and replace as required all building signage that would direct persons with disabilities to the accessible paths of travel and accessible entrances.
- 4) Maintain all doors providing primary accessibility to be fully operable and unlocked during normal hours of operation of the facility. Facilities that do not have automatic doors should be converted as soon as possible. All door pressures required to open doors to be as low as possible, but in no case more than 15 pounds for exterior doors and 5 pounds for interior doors.
- 5) Maintain and monitor objects mounted on walls to protrude no more than 4" into paths of travel.
- 6) Maintain audible and visual fire alarms and pull stations to be fully operational.
- 7) Maintain all accessible plumbing fixtures, including toilets, urinals, lavatories, sinks, faucets, showers, and drinking fountains, to be fully operational and in compliance with accessibility codes.
- 8) Maintain all toilet accessories to be fully operational and mounted no more than 48" above the floor at all accessible restrooms.



## 2.0 CITY RESPONSIBILITIES UNDER THE ADA

### *Section Summary*

*Title II of the ADA mandates that programs, services, and activities provided by government agencies are offered equally to people with disabilities. This is the primary section applied to the City of Zillah, WA and the focus of the transition plan. Each government agency must demonstrate that its programs and activities, when viewed in their entirety, are provided equally and without discrimination.*

The City has a variety of obligations under Title II of the ADA. Title II of the ADA is similar to Section 504 of the Rehabilitation Act of 1973, but differs in that Section 504 applies only to government agencies that receive federal financial assistance. The purpose of Section 504 is to ensure that no otherwise qualified individual with disabilities shall, solely by reason of his or her disability, be discriminated against under any program or activity receiving federal financial assistance. The City has been subject to and operated under the requirements of Section 504 since 1977.

The ADA specifically states intent not to apply lesser standards than are required under other federal, state, or local laws; therefore, the law which is the most stringent has precedence. This intent has particular application with respect to the City's obligations under Section 504, which in some cases, exceed ADA requirements with respect to structural and physical changes. Title II mandates that public entities may not require eligibility criteria for participation in programs and activities that would screen persons with disabilities, unless it can be proven that such requirements are necessary for the mandatory provision of the service or program. A public entity must reasonably modify its policies and procedures to avoid discrimination toward individuals with disabilities. However, if the public entity can demonstrate that a modification would fundamentally alter the nature of its service, it would not be required to make that modification. Title II also discusses the use of auxiliary aids necessary to enable persons who have visual, hearing, mobility, or similar impairments to gain access to programs and activities provided by making an appropriate reasonable accommodation.

The lone exception to these requirements would be because of undue hardship.

“Undue hardship” is defined in the ADA as an “action requiring significant difficulty or expense” when considering the nature and cost of the accommodation in relation to the size, resources, and structure of the specific operation. Undue hardship is determined on a case-by-case basis.

The City is required to prepare a self-evaluation, to assess its programs and services to assure that discriminatory practices are identified and removed. Where it is necessary to remove architectural barriers to program accessibility, the City must also prepare a transition plan. “Architectural barriers” are elements of the facility structure, i.e. permanent elements of the building that make the facility or portions inaccessible. The transition plan outlines the structural



modifications it will implement to make its programs and services accessible to people with disabilities.

The City is not required to take any action that it can demonstrate would result in a fundamental alteration in the nature of its program or activity, would create a hazardous condition resulting in a direct threat to the participant or others, or would represent an undue financial and administrative burden.

The determination that an undue burden would result must be based on an evaluation of all resources available for use in the City. For example, if a barrier removal action is judged unduly burdensome, the City must consider other options for providing access to the benefits and services of the program or activity by individuals with disabilities.

## **2.1 PROGRAM ACCESSIBILITY, SECTION 504 AND ADA TITLE II**

The City may not deny the benefits of its programs, activities, and services to individuals with disabilities because its facilities are inaccessible. The City's services, programs, or activities, when viewed in their entirety, must be readily accessible to and usable by individuals with disabilities. This standard, known as "program accessibility," applies to all existing facilities of the City. The City is not, however, required to make each of their existing facilities accessible.

***ILLUSTRATION 1:** When a city holds a public meeting in an existing building, it must provide ready access to, and use of, the meeting facilities to individuals with disabilities. The city is not required to make all areas in the building accessible, as long as the meeting room is accessible. Accessible telephones and bathrooms should also be provided where these services are available for use of meeting attendees.*

The absence of individuals with disabilities living in an area cannot be used as the test of whether programs and activities must be accessible.

***Can back doors be used to satisfy the program accessibility requirement?*** Yes, but only as a last resort and only if such an arrangement provides accessibility comparable to that provided to persons without disabilities, who generally use front doors. For example, a back door is acceptable if it is kept unlocked during the same hours the front door remains unlocked; the passageway to and from the floor is accessible, well-lit, and neat and clean; and the individual with a mobility impairment does not have to travel excessive distances or through nonpublic areas such as kitchens and storerooms to gain access.

***Are there any limitations on the program accessibility requirement?*** Yes. The City does not have to take any action that it can demonstrate would result in a fundamental alteration in the nature of its program or activity or in undue financial and administrative burdens. This determination can only be made by the Mayor (head of the public entity or his or her designee) and must be accompanied by a written statement of the reasons for reaching that conclusion. The



determination that undue burdens would result must be based on all resources available for use in the program. If an action would result in such an alteration or such burdens, the City must take any other action that would not result in such an alteration or such burdens but would nevertheless ensure that individuals with disabilities receive the benefits and services of the program or activity.

### **Methods for providing program accessibility**

The City may achieve program accessibility in a number of ways. In many situations, providing access to facilities through structural methods, such as alteration of existing facilities and acquisition or construction of additional facilities, may be the most efficient method of providing program accessibility.

The City may, however, pursue alternatives to structural changes in order to achieve program accessibility. Nonstructural methods include acquisition or redesign of equipment, and relocation of programs and services to alternate facilities and accessible sites.

***ILLUSTRATION 1:** The City has departmental offices on the second floor of an existing facility where they conduct business with members of the public. There are frequent interruptions in service with the existing elevator. Ms. Q, a member of the public requires access to a City department office, but has a respiratory condition that prevents her from climbing steps. The City must relocate the services to an accessible ground floor location or take alternative steps, including moving the service or department to another building, in order to allow Ms. Q to participate in the City services.*

***ILLUSTRATION 2:** A public library's open stacks are located on upper floors having no elevator. As an alternative to installing a lift or elevator, library staff may retrieve books for patrons who use wheelchairs. The aides must be available during the operating hours of the library.*

When choosing a method of providing program access, a public entity must give priority to the one that results in the most integrated setting appropriate to encourage interaction among all users, including individuals with disabilities.

***ILLUSTRATION 3:** A rural, one-room library has an entrance with several steps. The library can make its services accessible in several ways. It may construct a simple wooden ramp quickly and at relatively low cost. Alternatively, individuals with mobility impairments may be provided access to the library's services through a bookmobile, by special messenger service, through use of clerical aides, or by any other method that makes the resources of the library "readily accessible." Priority should be given, however, to constructing a ramp because that is the method that offers library services to individuals with disabilities and others in the same setting.*



### **2.3 CURB RAMPS (PUBLIC RIGHT OF WAYS PLAN)**

*A Comprehensive Public Right of Ways Survey and Recommendations, prepared by the Zillah Public Works Department will be included as a separate report to the City's ADA Self-Evaluation and Transition Plan Recommendations document.*

Public entities that have responsibility or authority over streets, roads, or walkways must prepare a schedule for providing curb ramps where pedestrian walkways cross curbs. Public entities must give priority to walkways serving State and Local government offices and facilities, transportation, places of public accommodation, and employees, followed by walkways serving other areas. To promote both efficiency and accessibility, public entities may choose to construct curb ramps at every point where a pedestrian walkway intersects a curb. However, public entities are not necessarily required to construct a curb ramp at every such intersection.

Alternative routes to buildings that make use of existing curb cuts may be acceptable under the concept of program accessibility in the limited circumstances where individuals with disabilities need only travel a marginally longer route. In addition, the fundamental alteration and undue burdens limitations may limit the number of curb ramps required. To achieve or maintain program accessibility, it may be appropriate to establish an ongoing procedure for installing curb ramps upon request in areas frequented by individuals with disabilities as residents, employees, or visitors.

### **2.4 EXISTING PARKING LOTS**

A public entity should provide an adequate number of accessible parking spaces in existing parking lots over which it has jurisdiction.

### **2.5 HISTORICAL PRESERVATION PROGRAMS**

Special program accessibility requirements and limitations apply to historical preservation programs. Historical preservation programs are programs conducted by the City that have preservation of historical properties as a primary purpose. A historical property is a property that is listed or eligible for listing in the National Register of Historic Places or a property designated as historical under State or Local law.

In achieving program accessibility in historical preservation programs, the City entity must give priority to methods that provide physical access to individuals with disabilities. Physical access is particularly important in an historical preservation program, because a primary benefit of the program is uniquely the experience of the historical property itself.

*Are there any special limitations on measures required to achieve program accessibility in historical preservation programs in addition to the general fundamental alteration / undue financial and administrative burdens limitations?*



Yes, the City is not required to take any action that would threaten or destroy the historical significance of a City owned historical property. In cases where physical access cannot be provided because of either this special limitation, or because an undue financial burden or fundamental alteration would result, alternative measures to achieve program accessibility must be undertaken.

***ILLUSTRATION:** Installing an elevator in an historical house museum to provide access to the second floor bedrooms would destroy architectural features of historical significance on the first floor. Providing an audio-visual display of the contents of the upstairs rooms in an accessible location on the first floor would be an alternative way of achieving program accessibility.*

***Does the special limitation apply to programs that are not historical preservation programs, but just happen to be located in historical properties?***

No. In these cases, nonstructural methods of providing program accessibility, such as relocating all or part of a program or making home visits, are available to ensure accessibility, and no special limitation protecting the historical structure is provided.

Your completed transition plan must be available to the public; a dedicated website is one way to accomplish this. Some districts have a subdirectory in an existing City website that contains all public notices and legal information that must be available to the public.

### **Leased buildings**

The City is encouraged, but not required, to lease accessible space. The availability of accessible private commercial space will steadily increase over time as the Title III requirements for new construction and alterations take effect. Although the City is not required to lease accessible space, once it occupies a facility, it must provide access to all of the programs conducted in that space. The more accessible the existing space is at the start, the easier and less costly it will later to make programs available to individuals with disabilities and to provide reasonable accommodations for employees (under ADA Title I – Employment).

### **Equally effective communication**

The City must ensure that its communications with individuals with disabilities are as effective as communications with others. This obligation, however, does not require the City to take any action that it can demonstrate would result in a fundamental alteration in the nature of its services, programs, or activities, or in undue financial and administrative burdens.

In order to provide equal access, the City is required to make available appropriate auxiliary aids and services where necessary to ensure effective communication.

*What are auxiliary aids and services?*

Auxiliary aids and services include a wide range of services and devices that promote effective communication.



Examples of auxiliary aids and services for individuals who have vision and hearing impairments include, but are not limited to: qualified interpreters, note takers, Communication Access Realtime Translation (CART) Reporting, written materials in alternate formats, Braille documents, audio recordings, telephone handset amplifiers, assistive listening systems, telephones compatible with hearing aids, closed caption decoders, open and closed captioning, telecommunications devices for deaf persons (TDD's / TTY's), videotext displays, and exchange of written notes.

The type of auxiliary aid or service necessary to ensure effective communication will vary in accordance with the length and complexity of the communication involved.

***ILLUSTRATION 1:** Some individuals who have difficulty communicating because of a speech impairment, can be understood if individuals engaging them merely listen carefully and take the extra time that is necessary.*

***ILLUSTRATION 2:** For individuals with vision impairments, City employees can provide oral directions or read written instructions. In many simple transactions, such as paying bills or filing applications, communications provided through such simple methods will be as effective as the communications provided to other individuals in similar transactions. Many transactions with public entities, however, involve more complex or extensive communications than can be provided through such simple methods. Sign language or oral interpreters, for example, may be required when the information being communicated in a transaction with a deaf individual is complex, or is exchanged for a lengthy period of time. Factors to be considered in determining whether an interpreter is required include the context in which the communication is taking place, the number of people involved, and the importance of the communication.*

***Must public service announcements or other television programming produced by public entities be captioned?***

Audio portions of television and videotape programming produced by public entities are subject to the requirement to provide equally effective communication for individuals with hearing impairments. Closed captioning of such programs is sufficient to meet this requirement.

***Must tax bills from public entities be available in Braille and/or large print? What about other documents?***

Tax bills and other written communications provided by the City are subject to the requirement for effective communication. Thus, where the City provides information in written form, it must, when requested, make that information available to individuals with vision impairments in a form that is usable by them.



## **2.6 PRIMARY CONSIDERATION**

When an auxiliary aid or service is required, the City must provide an opportunity for individuals with disabilities to request the auxiliary aids and services of their choice and must give primary consideration to the choice expressed by the individual. "Primary consideration" means that the City must honor the choice, unless it can demonstrate that another equally effective means of communication is available, or that use of the means chosen would result in a fundamental alteration in the service, program, or activity or in undue financial and administrative burdens.

It is important to consult with the individual to determine the most appropriate auxiliary aid or service, because the individual with a disability is most familiar with his or her disability and is in the best position to determine what type of aid or service will be effective. Some individuals who were deaf at birth or who lost their hearing before acquiring language, for example, use sign language as their primary form of communication and may be uncomfortable or not proficient with written English, making use of a notepad an ineffective means of communication.

## **2.7 QUALIFIED INTERPRETER**

There are a number of sign language systems in use by individuals who use sign language. (The most common systems of sign language are American Sign Language and signed English.) Individuals who use a particular system may not communicate effectively through an interpreter who uses a different system.

When an interpreter is required, therefore, the City should provide a qualified interpreter, that is, an interpreter who is able to sign to the individual who is deaf what is being said by the hearing person and who can voice to the hearing person what is being signed by the individual who is deaf. This communication must be conveyed effectively, accurately, and impartially, through the use of any necessary specialized vocabulary.

## **2.8 TELEPHONE COMMUNICATIONS**

Public entities that communicate by telephone must provide equally effective communication to individuals with disabilities, including hearing and speech impairments. If telephone relay services, such as those required by Title IV of the ADA, are available, these services generally may be used to meet this requirement. Relay services involve a relay operator who uses both a standard telephone and a TDD/TTY to type the voice messages to the TDD/TTY user and read the TDD/TTY messages to the standard telephone user. Where such services are available, public employees must be instructed to accept and handle relayed calls in the normal course of business.

## **2.9 EMERGENCY TELEPHONE SERVICE**

The City provides telephone emergency services by which individuals can seek immediate assistance from police, fire, ambulance, and other emergency services. These telephone emergency services--including E911 services—are clearly an important public service whose



reliability can be a matter of life or death. The City must ensure that these services, including 911 services, are accessible to persons with impaired hearing and speech. State and local agencies that provide emergency telephone services must provide "direct access" to individuals who rely on a TDD/TTY or computer modem for telephone communication. Telephone access through a third party or through a relay service does not satisfy the requirement for direct access. (However, if an individual places a call to the emergency service through a relay service, the emergency service should accept the call rather than require the caller to hang up and call the emergency service directly without using the relay.) The City may, however, operate its own relay service within its emergency system, provided that the services for non-voice calls are as effective as those provided for voice calls.

#### **2.10 911 LINES.**

Where a 911 telephone line is available, a separate seven-digit telephone line must not be substituted as the sole means for non-voice users to access 911 services.

#### **2.11 VOICE AMPLIFICATION**

The City is encouraged, but not required, to provide voice amplification for the operator's voice. In an emergency, a person who has a hearing loss may be using a telephone that does not have an amplification device. Installation of speech amplification devices on the handsets of operators would be one way to respond to this situation.



### **3.0 POLICIES AND PROCEDURES**

The City of Zillah departmental policies and procedures were reviewed for compliance with Section 504 and ADA Title II for the following:

- a) City Hall/ City Administration
- b) Public Works/ Parks and Recreation Departments
- c) Police Department, Animal Control, and E911
- d) Fire & Building Departments

The following policies and procedures were revised and/or added to existing policies, and additions of new policies to assist the City. See Policy 2013-\_\_\_\_.

- a) ADA / 504 Policy
- b) ADA / 504 Grievance Procedures
- c) Reasonable Modification Policy
- d) Eligibility and Safety Requirements Assurance
- e) Surcharges Prohibition Policy
- f) Integrated Services Policy
- g) Significant Assistance Policy
- h) Contracted Service Provider Policy
- i)
- j) All Departments Community Outreach Programs
- k) City of Zillah, WA
  - i. Multiple Hazard Mitigation Plan

## **4.0 EFFECTIVE COMMUNICATIONS**

### **4.1 REQUIREMENTS**

28 CFR § 35.160 requires the City to take such steps as may be necessary to ensure that communications with applicants, participants, and members of the public with disabilities are as effective as communications with others.

28 CFR § 35.160 (b)(1) requires the City to furnish appropriate auxiliary aids and services when necessary to afford an individual with a disability an equal opportunity to participate in, and enjoy the benefits of the City's services, programs, or activities when viewed in their entirety.

The City must provide an opportunity for individuals with disabilities to request the auxiliary aids and services of their choice. Under 28 CFR § 35.160(b)(2), this expressed choice shall be given primary consideration by the City. The City shall honor the requester's choice unless it can demonstrate that another effective means of communication exists, that another effective means of communication is available when the requester's first expressed choice is not, or that use of the requester's choice would not be required under 28 CFR § 35.164.

Preference to the request of the individual with a disability is desirable because of the range of disabilities, the variety of auxiliary aids and services available, and effectiveness of certain auxiliary aids and services to others in different circumstances requiring effective communication.

### **4.2 TELECOMMUNICATION DEVICES FOR THE DEAF (TDD'S)**

28 CFR § 35.161 requires that, where a public entity communicates with applicants and beneficiaries by telephone, TDD's or equally effective telecommunication systems be used to communicate with individuals with impaired speech or hearing.

In reviewing the Police, Fire, PWD, and City Hall, facilities it was determined that TDD (TTY's also known as text telephones) are present only through the E911 emergency telephone located in the Police / E911 dispatch center that handles incoming emergency calls for police, fire, and ambulance emergencies. The E911 service is required under ADA Title II, 28 CFR § 35.162, to be TTY capable (refer to 4.3 Telephone Emergency Services).

In non-emergency situations where a City representative needs to contact a person who does not have a TDD/TTY device, or a member of the general public needs to contact a City Department or agency, ADA Title IV allows for communication through a relay service. The relay services involve a relay operator using both a standard telephone and a TDD to type the voice messages to the TDD user and read the TDD messages to the standard telephone user.



However, the City's requirements for providing effective communications cannot always be achieved through a relay service. Departments receiving long and complex telephone calls with detailed information, for example, nonemergency calls to the police department and the fire inspector, calls to the PWD and City Hall, would achieve effective communications under ADA Title II by providing a TTY.

In the event that City staff and administration require relay services, these services are available by contacting:

Washington Relay Service

[askwashingtonrelay@dshs.wa.gov](mailto:askwashingtonrelay@dshs.wa.gov)

<http://www.washingtonrelay.com>;

Relay Numbers:

711 Cellular; 1-800-833-6388 TTY / ASCII; 1-800-833-6384 Voice.

**Recommendations:**

For the City to achieve effective communications between City departments and the general public in accordance with ADA Title II, it is recommend that the city install TDD/TTY devices at the following departmental reception and/or administrative desks, training staff as required on their use, and providing appropriate TTY numbers in all publications and on the City website where the voice lines are published:

- a) Fire Department switchboard/reception – provide TTY for non-emergency calls that are handled through the switchboard/reception desk of the Fire Department Headquarter facility serving Department administrative personnel; inspectional services; code enforcement, and permitting.
- b) Police Department – Emergency calls are answered through the E911 center which is TTY capable. Provide TTY for nonemergency calls that may be long and complex in nature but not concerning life threatening matters.
- c) Public Works Department & Parks and Recreation – Provide TTY at the main reception for the Department of Public Works & Parks and Recreation for non-emergency calls. If the Department provides emergency services through an afterhours phone line, that line should be TTY capable also, or callers directed to the E911 service.
- d) City Hall - Provide TTY at the main switchboard/ reception for non-emergency calls.

The City of Zillah, WA provides telephone emergency services by which individuals can seek immediate assistance from police, fire, ambulance, and other emergency services. This telephone emergency service -- including “911” services -- are an important public service whose reliability can be a matter of life or death. The Zillah 911 service consoles are TTY capable.



#### 4.3 INFORMATION AND SIGNAGE

28 CFR § 35.163 (b) requires a public entity to provide signage at all inaccessible entrances of each facility that directs users to an accessible entrance or to a location with information about accessible facilities. Please refer to Section 5.5 Facility Access Summary Forms.

#### 4.4 EFFECTIVE COMMUNICATIONS POLICY AND REQUEST PROCEDURES

28 CFR § 35.163(a) requires the City to provide information to individuals with disabilities concerning accessible services, activities, and facilities.

In reviewing the City's procedures and policies for requesting auxiliary aids and services we concluded that there were no formalized policies and procedures currently in place to accommodate such requests for visitors, staff, and members of the general public.

The following are primary sources for obtaining interpreter services:

##### **ODHH (Washington State Office of the Deaf and Hard of Hearing)**

Steven Peck  
TRS Program Manager  
1115 SE Washington Street, MS 45031  
Olympia, Washington 98504

TTY / Voice: 360-902-8000  
FAX: 360-902-0855  
<http://www.washingtonrelay.com/>

The following are primary sources for obtaining alternative formats in Braille print:

Washington State School for the Blind 2214 E. 13th Street Vancouver, Washington 98661-4120 (360) 696-6321 100 (Local) (360) 737-2120 (Fax) admin@wssb.wa.gov <a href="http://www.wssb.wa.gov">http://www.wssb.wa.gov</a>	Lilac Services for the Blind North 1212 Howard Street Spokane, WA 99201 (509) 328-9116 (Local) (509) 328-8965 (Fax) (800) 422-7893 (Toll-Free) info@lilacblindfoundation.org <a href="http://www.lilacblindfoundation.org">http://www.lilacblindfoundation.org</a>
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## 5.0 PROGRAM AND FACILITY ACCESSIBILITY

The Facility Compliance Plan forms the backbone of the transition plan. The primary purpose of the transition plan is to document facility changes necessary to provide program access. Part 5 Program and Facility Accessibility of this transition plan establishes the facility reconstruction work necessary to achieve city-wide program access, as described in the self-evaluation. Part 5 details the process and rationale of designating each facility into one of five categories, which denote the level of accessibility to be obtained.

### 5.1 CATEGORIZATION OF FACILITIES

Each facility has been assigned a **Priority: 1, 2, 3, or 4**. Categories determine the level of accessibility to be present at the facility within a particular timeframe.

**Priority 1 - Accessible approach and entrance**

**Priority 2 - Access to goods and services**

**Priority 3 - Access to public toilet rooms**

**Priority 4 - Access to other items such as water fountains and public telephones**

**Priority 1** buildings and facilities are ones that are required to comply with the standards for **accessible approach and entrance** regarding all city programs, services, and activities. It is intended that all identified barriers that are not in compliance with applicable standards and guidelines be removed at these sites, when possible.

#### Priority 1 Facilities:

FACILITY	Items to be Addressed	PLANNED COMPLETION PERIOD	OPINION OF PROBABLE COST
City Hall	Entrance- 1. Front Doors- Adjust door closer 2. Second set- Adjust swing & closer or remove doors	B	\$9,000.00
City Hall	Parking-HP space access aisles	A	\$50.00
City Hall	Parking-Signage (Post w/ symbol)	A	\$100.00
City Hall	Exterior Route-Ramp slope/landing 1. widen walkway 2. ramp flares 3. widen ramp 4. add ramp landings	D	\$10,000.00
City Hall	Exterior Route- Entry Signage	D	\$120.00



		<b>PRIORITY 1 FACILITIES =</b>	<b>\$19,270.00</b>
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<b>FACILITY</b>	<b>Items to be Addressed</b>	<b>PLANNED COMPLETION PERIOD</b>	<b>OPINION OF PROBABLE COST</b>
Library/PD	Parking- add 4 accessible spaces	Outside control of the City (Long Term Lease agreement)	
Library/PD	Parking-HP space access aisles	Outside control of the City(Long Term Lease agreement)	
Library/PD	Parking-Signage (Post w/ symbol)	Outside control of the City(Long Term Lease agreement)	
Library	Exterior Route- widen walkway	D	\$10,000.00
Library	Exterior Route- Install Entry & Tactile Signage	B	\$120.00
Library	Entrance- Remove or replace threshold	D	\$400.00
Library	Entrance- Replace all knobs on doors with accessible hardware	C	\$400.00
		<b>PRIORITY 1 FACILITIES =</b>	<b>\$10,920.00</b>

<b>FACILITY</b>	<b>Items to be Addressed</b>	<b>PLANNED COMPLETION PERIOD</b>	<b>OPINION OF PROBABLE COST</b>
Police Department	Exterior Route- Install Entry & Tactile Signage	B	\$5,500.00
Police Department	Exterior Route- Entry accessible Signage	B	\$100.00
Police Department	Entrance- Front Doors- Adjust door closer	B	No Cost
		<b>PRIORITY 1 FACILITIES =</b>	<b>\$5,600.00</b>

<b>FACILITY</b>	<b>Items to be Addressed</b>	<b>PLANNED COMPLETION PERIOD</b>	<b>OPINION OF PROBABLE COST</b>
Civic Center	Re-grade running and cross slope	F	\$500.00



	to entry area		
Civic Center	Exterior Route- Entry accessible Signage	A	\$180.00
Civic Center	Entrance- Front Doors- Adjust door closer	A	\$10,000.00
Civic Center	Parking-Signage (Post w/ symbol)	A	\$180.00
		<b>PRIORITY 1 FACILITIES =</b>	<b>\$10,860.00</b>

FACILITY	Items to be Addressed	PLANNED COMPLETION PERIOD	OPINION OF PROBABLE COST
Stewart Park	Cut grass to less than ½” height or add concrete walkway	C	\$2,000.00
Stewart Park	Exterior Route- Entry accessible Signage	B	\$160.00
Stewart Park	Parking- add 2 accessible spaces	C	\$500.00
Stewart Park	Parking-HP space access aisles	C	No Cost
Stewart Park	Parking-Signage (Post w/ symbol)	C	\$100.00
		<b>PRIORITY 1 FACILITIES =</b>	<b>\$2,760.00</b>

FACILITY	Items to be Addressed	PLANNED COMPLETION PERIOD	OPINION OF PROBABLE COST
Loges Park	Grade running and cross slope to entry area or cut grass to less than ½” height	C	\$1,800.00 Rubber Tiles
Loges Park	Exterior Route- Entry accessible Signage	C	\$80.00
Loges Park	Parking- add 1 accessible spaces	C	\$50.00
Loges Park	Parking-HP space access aisles	C	No Cost
Loges Park	Parking-Signage (Post w/ symbol)	C	\$80.00
		<b>PRIORITY 1 FACILITIES =</b>	<b>\$2,010.00</b>

FACILITY	Items to be Addressed	PLANNED COMPLETION PERIOD	OPINION OF PROBABLE COST
Adams Park	Grade running and cross slope to	D	\$1,800.00



	entry area or cut grass to less than ½” height		Rubber Tiles
Adams Park	Exterior Route- Entry accessible Signage	D	No Cost
Adams Park	Parking- add 1 accessible spaces	D	\$250.00
Adams Park	Parking-HP space access aisles	D	No Cost
Adams Park	Parking-Signage (Post w/ symbol)	D	\$100.00
		<b>PRIORITY 1 FACILITIES =</b>	<b>\$2,150.00</b>

FACILITY	Items to be Addressed	PLANNED COMPLETION PERIOD	OPINION OF PROBABLE COST
Zillah Pool	Install Graded running and cross slope to entry area or cut grass to less than ½” height	A	\$500.00
Zillah Pool	Exterior Route- Entry accessible Signage	A	\$100.00
Zillah Pool	Entrance- Widen current or replace	A	\$300.00
Zillah Pool	Parking- add 1 accessible space	A	\$50.00
Zillah Pool	Parking-HP space access aisles	A	No cost
Zillah Pool	Parking-Signage (Post w/ symbol)	A	\$100.00
Zillah Pool	Exterior Route- Install Entry & Tactile Signage	A	\$90.00
		<b>PRIORITY 1 FACILITIES =</b>	<b>\$1,140.00</b>

**Priority 2** buildings and facilities are ones that require **access to goods and services**. It is impractical to move programs and services which do not have comparable or equivalent facilities present within the City. Program accessibility can be achieved through structural modifications when reasonable.

**Priority 2 Facilities:**

FACILITY	Items to be Addressed	PLANNED COMPLETION PERIOD	OPINION OF PROBABLE COST
City Hall	Replace all knobs on doors with accessible hardware	B	\$650.00



City Hall	All doors with closers must be adjusted to 5 seconds or longer	B	\$300.00
City Hall	Clear out space in front of all light switches	B	No Cost
City Hall	Waiting Area- Move furniture to provide accessible space	B	No Cost
		<b>PRIORITY 2 FACILITIES =</b>	<b>\$950.00</b>

FACILITY	Items to be Addressed	PLANNED COMPLETION PERIOD	OPINION OF PROBABLE COST
Library	Alter work space/table space to allow wheelchair access	B	No Cost
		<b>PRIORITY 2 FACILITIES =</b>	<b>No Cost</b>

FACILITY	Items to be Addressed	PLANNED COMPLETION PERIOD	OPINION OF PROBABLE COST
Police Department	Regrade running and cross slope to entry area	City Sidewalk- On Six year TIP	
Police Department	Add tactile warning and signage	B	\$100.00
Police Department	Alter slope/ramp by front entry	City Sidewalk- On Six year TIP	
Police Department	All doors with closers must be adjusted to 5 seconds or longer	Plans for a New ADA Door	
Police Department	Alter space to allow wheelchair access	B Not all levels will be accessible- Age of Building	No Cost
Police Department	Alter bench placement to allow wheelchair access	E	\$2,000.00
		<b>PRIORITY 2 FACILITIES =</b>	<b>\$2,100.00</b>

FACILITY	Items to be Addressed	PLANNED COMPLETION PERIOD	OPINION OF PROBABLE COST
Civic Center	Regrade running and cross slope	F	\$500.00



	to stage		
Civic Center	Exterior Route- Entry accessible Signage	A	\$100.00
		<b>PRIORITY 2 FACILITIES =</b>	<b>\$600.00</b>

FACILITY	Items to be Addressed	PLANNED COMPLETION PERIOD	OPINION OF PROBABLE COST
Stewart Park	Exterior Route- Entry accessible Signage	C	\$75.00
Stewart Park	Entrance- Bathroom Doors- Adjust door closer	C	\$250.00
Stewart Park	Provide tables w/wheelchair ability	C	\$600.00
		<b>PRIORITY 2 FACILITIES =</b>	<b>\$925.00</b>

FACILITY	Items to be Addressed	PLANNED COMPLETION PERIOD	OPINION OF PROBABLE COST
Adams Park	Exterior Route- Entry accessible Signage	C	\$75.00
Adams Park	Provide tables w/wheelchair ability	C	\$600.00
		<b>PRIORITY 2 FACILITIES =</b>	<b>\$675.00</b>

FACILITY	Items to be Addressed	PLANNED COMPLETION PERIOD	OPINION OF PROBABLE COST
Loges Park	Exterior Route- Entry accessible Signage	B	\$400.00
Loges Park	Entrance- Bathroom Doors- Adjust door closer	B	\$400.00
Loges Park	Provide tables w/wheelchair ability	B	\$600.00
		<b>PRIORITY 2 FACILITIES =</b>	<b>\$1,400.00</b>



<b>FACILITY</b>	<b>Items to be Addressed</b>	<b>PLANNED COMPLETION PERIOD</b>	<b>OPINION OF PROBABLE COST</b>
Zillah Pool	Level pool deck-repair or replace concrete	D	\$ 2,500.00
Zillah Pool	Exterior Route- Install Entry & Tactile Signage	A	\$400.00
Zillah Pool	Create wheelchair ramp in to pool or install swing chair	F	\$8,000.00
Zillah Pool	Remodel changing rooms or Building new wheelchair accessible facilities	F	\$6,000.00
		<b>PRIORITY 2 FACILITIES =</b>	<b>\$16,900.00</b>

**Priority 3** buildings and facilities are those where accessibility to **public toilet rooms** is required for the general public.

**Priority 3 Facilities:**

<b>FACILITY</b>	<b>Items to be Addressed</b>	<b>PLANNED COMPLETION PERIOD</b>	<b>OPINION OF PROBABLE COST</b>
City Hall	Restroom- add Symbol Sign	B	\$75.00
City Hall	Replace restroom door hardware	See Priority 2	
City Hall	Adjust closer for restroom door	See Priority 2	
City Hall	Install insulation or cover panel for pipes	B	\$200.00
City Hall	Replace Faucet w/ accessible one	B	\$200.00
City Hall	Adjust heights of dispensers	B	\$200.00
		<b>PRIORITY 3 FACILITIES =</b>	<b>\$675.00</b>

<b>FACILITY</b>	<b>Items to be Addressed</b>	<b>PLANNED COMPLETION PERIOD</b>	<b>OPINION OF PROBABLE COST</b>
Library	Install directional signs to accessible restrooms	C	\$80.00
Library	Install Symbol sign for restroom	C	\$40.00
Library	Install tactile signage	C	\$40.00
Library	Remove or replace threshold	D	\$100.00



Library	Replace restroom door hardware	B	\$100.00
Library	Reconfigure restroom space for accessible use	D	\$5,000.00
Library	Remove obstructions/clear floor space	D	No Cost
Library	Adjust mirror & coat hooks for accessible use	D	\$200.00
Library	Alter Restroom Door swing	A	No Cost
Library	Install insulation or cover panel for pipes	A	\$250.00
		<b>PRIORITY 3 FACILITIES =</b>	<b>\$5,810.00</b>

FACILITY	Items to be Addressed	PLANNED COMPLETION PERIOD	OPINION OF PROBABLE COST
Civic Center	Re-grade running and cross slope to entry area	C	\$2500.00
Civic Center	Install insulation or cover panel for pipes	A	\$250.00
Civic Center	Entrance- Front Doors- Adjust door closer	A	No Cost
Civic Center	Remove obstructions/clear floor space	A	No Cost
Civic Center	Install directional signs to accessible restrooms	C	\$80.00
Civic Center	Install Symbol sign for restroom	A	\$40.00
Civic Center	Install tactile signage	A	\$40.00
		<b>PRIORITY 3 FACILITIES =</b>	<b>\$2,910.00</b>

FACILITY	Items to be Addressed	PLANNED COMPLETION PERIOD	OPINION OF PROBABLE COST
Police Department	Install directional signs to accessible restrooms	B	\$50.00
Police Department	Install Symbol sign for restroom	B	\$50.00
Police Department	Install tactile signage	B	\$50.00
		<b>PRIORITY 3</b>	<b>\$150.00</b>



		<b>FACILITIES =</b>	
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<b>FACILITY</b>	<b>Items to be Addressed</b>	<b>PLANNED COMPLETION PERIOD</b>	<b>OPINION OF PROBABLE COST</b>
Stewart Park	Install directional signs to accessible restrooms	B	\$150.00
Stewart Park	Install Symbol sign for restroom	B	\$50.00
Stewart Park	Install tactile signage	B	\$100.00
Stewart Park	Install insulation or cover panel for pipes	C	\$240.00
Stewart Park	Move or replace toilet for accessible use	D	\$1000.00
		<b>PRIORITY 3 FACILITIES =</b>	<b>\$1,540.00</b>

<b>FACILITY</b>	<b>Items to be Addressed</b>	<b>PLANNED COMPLETION PERIOD</b>	<b>OPINION OF PROBABLE COST</b>
Loges Park	Install directional signs to accessible restrooms	C	\$150.00
Loges Park	Install Symbol sign for restroom	C	\$50.00
Loges Park	Install tactile signage	C	\$100.00
Loges Park	Install insulation or cover panel for pipes	B	\$400.00
		<b>PRIORITY 3 FACILITIES =</b>	<b>\$700.00</b>

<b>FACILITY</b>	<b>Items to be Addressed</b>	<b>PLANNED COMPLETION PERIOD</b>	<b>OPINION OF PROBABLE COST</b>
Zillah Pool	Level pool deck	D	\$ 3,000.00
Zillah Pool	Exterior Route- Install Entry & Tactile Signage	B	\$ 300.00
Zillah Pool	Create wheelchair ramp in to pool or <u>install swing chair</u>	F	\$10,000.00
Zillah Pool	Remodel changing rooms or Building new wheelchair accessible facilities	F	\$100,00.00



		<b>PRIORITY 3 FACILITIES =</b>	<b>\$113,300.00</b>
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**Priority 4** buildings and facilities are those where accessibility to **public toilet rooms** is required for the general public.

**Priority 4 Facilities:**

<b>FACILITY</b>	<b>Items to be Addressed</b>	<b>PLANNED COMPLETION PERIOD</b>	<b>OPINION OF PROBABLE COST</b>
<b>City Hall</b>	<b>Install Fire Alarm- Audible and visual</b>	<b>E</b>	<b>\$20,000.00</b>
		<b>PRIORITY 4 FACILITIES =</b>	<b>\$20,000.00</b>

<b>FACILITY</b>	<b>Items to be Addressed</b>	<b>PLANNED COMPLETION PERIOD</b>	<b>OPINION OF PROBABLE COST</b>
<b>Library</b>	<b>Install Fire Alarm- Audible and visual</b>	<b>E</b>	<b>\$20,000.00</b>
		<b>PRIORITY 4 FACILITIES =</b>	<b>\$20,000.00</b>

<b>FACILITY</b>	<b>Items to be Addressed</b>	<b>PLANNED COMPLETION PERIOD</b>	<b>OPINION OF PROBABLE COST</b>
<b>Civic Center</b>	<b>Install Fire Alarm- Audible and visual</b>	<b>E</b>	<b>\$20,000.00</b>
		<b>PRIORITY 4 FACILITIES =</b>	<b>\$20,000.00</b>

<b>FACILITY</b>	<b>Items to be Addressed</b>	<b>PLANNED COMPLETION PERIOD</b>	<b>OPINION OF PROBABLE COST</b>
<b>Police Department</b>	<b>Install Fire Alarm- Audible and visual</b>	<b>E</b>	<b>\$20,000.00</b>
		<b>PRIORITY 4 FACILITIES =</b>	<b>\$20,000.00</b>



## 5.2 CRITERIA FOR CATEGORIZATION

Facilities were assigned to categories based on a number of criteria. The goal is to provide a schedule for facility access to support the programs being offered by the City at a reasonable number of locations when program accessibility is viewed in its entirety for the City.

## DATA INTERPRETATION

The facility data used in this transition plan is intended to provide a baseline for planning purposes. The required work generated from the data should be used to determine scope of work and budgets when planning barrier removal projects. It is understood that each project to remove access barriers, as well as general modernization projects, will review current conditions at the site and in specific areas of work to verify the conditions and work necessary. Recommended facility modifications form the basis for cost estimates. These modifications generally represent the best standard design solution to eliminate the identified barrier. In some cases, the solution or cost may be based on specific knowledge of the site conditions, in other cases it is based on a standard approach and/or average cost for that type of work.

## 5.3 PRIORITIZATION OF FACILITY ELEMENTS –

### BARRIER REMOVAL LEGEND / PLANNED COMPLETION DATES

The following tables present the Barrier Removal, Priority Legend, and Planned Completion Legend. For detailed explanation on the development of these legends please refer to Self-Evaluation Section III Transition Plan Development.

#### BARRIER REMOVAL PRIORITY LEGEND

PRIORITY	DESCRIPTION
<b>1</b>	<b><i>SAFETY HAZARD</i></b>
	Highest priority - Access most urgently needed, this is typically related to a safety, life safety issue or an identified individual need.
<b>2</b>	<b><i>PRIMARY BARRIER</i></b>
	High priority - barrier severely impedes or completely blocks access to a program, service, and/or activity.
<b>3</b>	<b><i>MODERATE BARRIER</i></b>
	Moderate priority - a barrier exists with some access but complete access does not exist for all programs, activities, and/or services.
<b>4</b>	<b><i>LOW PRIORITY</i></b>
	Low priority - brings minor deviations up to accessibility standards or code.

#### PLANNED COMPLETION DATES

Planned completion dates were established with the following classifications and recommendations are distributed over a six-year implementation period:

**PLANNED COMPLETION LEGEND**

<b>Classification</b>	<b>Projected Completion Period</b>
<b>A</b>	<i>January – December 2014</i>
<b>B</b>	<i>January – December 2015</i>
<b>C</b>	<i>January – December 2016</i>
<b>D</b>	<i>January – December 2017</i>
<b>E</b>	<i>January – December 2018</i>
<b>F</b>	<i>January – December 2019</i>

***POLICIES, PROGRAMS, AND PROCEDURES***

In 2012, the City began an evaluation of its policies, programs, and procedures to determine current levels of service and the extent to which its policies and programs created barriers to accessibility for persons with disabilities. A questionnaire administered to department staff provided information on the nature of the program, forms and methods used to advertise the program’s services and activities, a profile of current participants, the types of equipment and materials used, testing and entrance requirements, the level of staff training, and any special modifications provided. Two public meetings were held to solicit concerns and recommendations from the public regarding accessibility issues.

Information provided in meetings with City staff, and input gathered at the public meetings revealed that the City’s existing policies, programs, and procedures may present barriers to accessibility for people with disabilities. It is the intent of the City to address the following citywide programmatic accessibility barriers through the development of Administrative Directives, in the following areas:

- Customer service,
- Outreach and printed information
- City of Zillah website,
- Training and staffing,
- Public meetings,
- Facility information and signage,
- Public telephones and communication devices
- Purchasing accessible/adaptive equipment,
- Emergency evacuation procedures, and
- Maintaining accessible programs.

Additionally, when a policy, program, or procedure creates an accessibility barrier that is unique to a department or a certain program, the City’s ADA Coordinator will coordinate with the

department head or program manager to address the matter in the most reasonable and accommodating manner.

## **BUILDINGS, FACILITIES, AND PARKS**

The City conducted a survey of architectural barriers in its buildings, facilities, and parks from March 2012 through November 2012. Only those areas open to the public were surveyed. The surveys provide the City an overview of the architectural barriers that prevent people with disabilities from using its facilities and participating in its programs.

### **FACILITY SURVEYS**

The survey process was accomplished using city employees equipped with measuring devices and survey forms. The surveys identified physical barriers in City buildings, facilities, and parks based on ADAAG. Diagrammatic sketches of each site and building or floor plan were annotated during the survey process and are included in the facility reports. The diagrams indicate the location of architectural barriers and are numbered to correspond to the facility report *Barrier Identification Table*. These annotated diagrams will assist City staff in prioritizing barriers for removal. The diagrams provide a visual reference for evaluating the physical and programmatic barriers posed by each architectural barrier.

The elements and their related features addressed in the facility survey include:

Parking Area	Signage
Passenger Loading Zone	Door
Curb Ramp	Corridor or Aisle
Sidewalk	Building Level
Exterior Ramp	Interior Stairway
Exterior Stairway	Interior Ramp
Site Furnishings	Multiple User Restrooms
Grandstand or Bleacher	Single User Restroom
Swimming Pool	Eating or Dining Area
Drinking Fountain	Library
Telephone	Dressing or Locker Room
Hazards	Picnic Area

### **FACILITY REPORTS**

A facility report has been produced for each site and building, detailing each item found to be in non-compliance with ADAAG. The facility report for each site includes:

- *Barrier Identification Table*: **Each specific barrier** encountered during the survey process is listed in table format. Barriers are organized by architectural element and located by reference number on the facility diagram.



- *Conceptual Solution:* A feasible conceptual solution to resolving the barrier is provided in text format.
- *Cost Estimate:* A cost estimate is provided for the removal of each barrier.
- *Priority Level:* A priority is given for each barrier removal.
- *Reference Diagram:* A reference diagram locates the barriers at each building, facility, and park.

#### **REMOVAL OF ARCHITECTURAL BARRIERS**

Recognizing that the City has limited funds and cannot immediately make all buildings, facilities, and parks fully accessible, City staff utilized the following criteria as the basis for prioritizing the removal of architectural barriers:

- *Program uniqueness:* Some programs are unique to a building, facility, or park and cannot occur at another location;
- *Level of use by the public:* Buildings, facilities, and parks that receive a high level of public use should receive a high priority; and
- *Geographic distribution:* By selecting a range of buildings, facilities, and parks that are distributed throughout the City, the City can ensure maximum access for all residents.

#### **PRIORITIZATION OF BARRIER REMOVAL**

The following table, *Architectural Barrier Removal Projects*, includes a list of buildings, facilities, and parks that receive a high level of use by the public, provide programs and/or services that are unique and cannot occur in another location, and that are distributed throughout the City thereby providing maximum access for all residents. The table includes those buildings, facilities, and parks that are considered by the City as being its highest priorities for addressing the removal of architectural barriers.

The criteria listed below were used to determine the priorities for addressing specific barriers in each building, facility, and park.

- *Priority One:* The highest priority is placed on those barrier removal items that provide accessibility at the main entrance of a facility or improve a path of travel to the portion of the facility where program activities take place (e.g., parking, walks, ramps, stairs, doors, corridors, etc.). “Getting through the Door”

- *Priority Two:* A second level priority is placed on those barrier removal items that improve or enhance access to program use areas (e.g., pools, sports areas, public offices, restrooms, etc.).
- *Priority Three:* A third level priority is placed on those barrier removal items that improve access to amenities serving program areas (e.g., drinking fountains, telephones, site furnishings, vending machines) and/or areas or features not required to be modified for accessibility (no public programs located in this area, or duplicate features). (NOTE: The table set forth below does not include Priority Three items.)

It is the intent of the City to address those items listed as Priority One and Two within a time frame of one to seven years depending on immediate necessity, degree of complexity, and overall cost. In general, Priority Three items do not inhibit a person's ability to access or participate in a City program or event. Therefore, the City intends to address these items through routine maintenance, a building/facility remodel or improvement, or upon a request from a program manager or department head that a modification is necessary.

The City of Zillah reserves the right to change the barrier removal priorities in order to allow flexibility in accommodating community requests, petitions for reasonable modifications from persons with disabilities, and changes in City programs.

It is the intent of the City to have its ADA Coordinator work together with department heads and budget staff to determine the funding sources for architectural barrier removal projects. Once funding is identified, the ADA Coordinator will coordinate the placement of the projects in the City's Capital Improvement Plan to be addressed on a fiscal year basis.

#### **SIDEWALK AND CURB RAMP PROGRAMS**

The City of Zillah has a number of programs devoted to making the City's streets and sidewalks more accessible.

- ❖ *New Development and Infill Program:* New development projects and those projects occurring as infill or redevelopment are required to install sidewalks and curb ramps.
- ❖ *Citizen Request Program:* Citizens are able to submit a request to have a new curb ramp installed or an existing curb ramp repaired at any location within the City.
- ❖ *Annual Installation, Repair, and Maintenance Program:* On an annual basis, the City's Public Works Department repairs sidewalks and installs new curb ramps as part of routine maintenance.

- ❖ *Street-Related Capital Improvement Projects:* Sidewalks and/or curb ramps are installed and/or repaired in all street-related capital improvement projects (e.g., street widening or other street upgrades).
- ❖ *Federally Aided Street Overlay Construction Projects:* The City has begun to include the installation of curb ramps as part of federally aided street overlay projects.

As a component of this Self-Evaluation and Transition Plan, the City of Zillah conducted a physical survey and inventory of curb ramps in the areas of the City between March and April 2012, to determine what recommendations and alterations might be necessary in order to meet current ADAAG technical requirements and State of Washington standards.

It is the goal of the City to continue its efforts to improve pedestrian accessibility. To achieve this goal, the City plans to utilize the following criteria to guide its sidewalk and curb ramp program:

- ❖ *Provide access to state or local facilities or offices.*
  - Since the ADA requires that funding priority be given to "walkways serving local and state government offices and facilities," these conditions have received the highest priority in the City's self-evaluation process.
- ❖ *Provide access to places of public accommodation.*
  - Locations that provide access to "public, commercial, medical, professional, educational, or recreational services" are high priorities for curb ramps sites.
- ❖ *Enhance safety at pedestrian crossings.*
  - High priority is given to curb ramps that will allow for safe crossings at controlled or marked intersections.
- ❖ *Create connected systems of accessible pathways.*
  - City staff will look for opportunities to complete a partially accessible intersection or pathway and to expand an existing pathway system.

## UNDUE BURDEN

The City does not have 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 and administrative burden.

The determination that an undue financial burden would result must 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 ensure that individuals with disabilities receive the benefits and services of the program or activity.

## ON-GOING ACCESSIBILITY IMPROVEMENTS



Opportunities for further improvement of City services and facilities will continue to arise as advances are made in technology and the provision of programs for people with disabilities.

Additionally, as the City acquires new facilities and develops new programs, it will be necessary to review each of them for access compliance.

It is the intent of the City to keep its programs up-to-date through increased community involvement and partnerships with organizations of and those offering services to persons with disabilities.

#### **MEASURING THE SUCCESS OF THE TRANSITION PLAN**

It is the intent of the City to periodically evaluate the success of improving access to its programs by compiling statistical measures of success. Examples of such measures of success include:

- Measuring the level of public participation in programs.
- Revising evaluation forms to include questions about how adequately special needs were met.
- Tracking the number of people with disabilities who participate in selected programs.
- Tracking the number of requests for programs that are accessible to people with disabilities.
- Tracking attendance and repeat registrants.
- Asking staff to evaluate the success of a program.
- Surveying program participants about desired improvements.
- Conducting an initial assessment/suggestion box program for accessibility.
- Soliciting feedback from personal contact (i.e., word-of-mouth).
- Comparing programs to goals and objectives published by the federal government.
- Preparing and distributing a participants' questionnaire to measure increases in participation, and, where appropriate, socialization, health, and self-esteem.

#### **GRIEVANCE PROCEDURE**

As part of the Self-Evaluation and Transition Plan process, the City of Zillah has created and adopted a uniform complaint procedure to resolve complaints related to discrimination under the ADA.

#### **PROGRAM ACCESSIBILITY TOOLKIT**

In order to facilitate access to City programs by all citizens, the City will assemble a toolkit of information designed to assist its staff in communicating with and providing customer service to individuals with a variety of disabilities. The City will periodically review the components of the toolkit, as new technologies become available, in order to ensure that the best types of technology are being used to improve accessibility to City services and programs.



**AMERICANS WITH DISABILITIES ACT  
TRANSITION PLAN:  
PEDESTRIAN FACILITIES IN THE PUBLIC  
RIGHT-OF-WAY**

## **INTRODUCTION**

The purpose of *this* plan is to ensure that the City of Zillah creates reasonable, accessible paths of travel in the public right-of-way for everyone, including people with disabilities. The City of Zillah has made a significant and long-term commitment to improving the accessibility of its pedestrian facilities. The Transition Plan identifies physical barriers and prioritizes improvements that should be made throughout the City of Zillah. This Transition Plan describes the existing policies and programs to enhance overall pedestrian accessibility.

## **IDENTIFIED OBSTACLES TO THE PUBLIC RIGHT-OF-WAY**

The City of Zillah has a two-tiered system to identify and assess obstacles in the public right of way: 1) a Preliminary Evaluation of the intersections including the curb ramps and adjacent sidewalks and a Preliminary Estimate of the remaining sidewalks; and 2) a Detailed Evaluation. The barriers used in the evaluations are based on the *Accessibility Guidelines for Pedestrian Facilities in the Public Right-of-Way* (ADA Guidelines) from the U.S. Architectural and Transportation Barriers Compliance Board.

## **PRELIMINARY EVALUATION**

The Preliminary Evaluation of the intersections was completed in 2012. The purpose of this evaluation is to determine which intersections are obviously non-compliant to the ADA Guidelines, get the highest priority intersections under construction as soon as practical, and to get a comprehensive overview of the complete pedestrian network. The preliminary inventory evaluates three (3) criteria for curb ramps and three (3) criteria for the adjacent sidewalks:

### **Curb Ramps Sidewalks**

1. Is there a curb ramp?
2. Is there a continuous clear space for pedestrian access?
3. Does the curb ramp have a color contrasting detectable warning?
4. Does the sidewalk appear to provide adequate passing zones?
5. Does the curb ramp have a clear landing at the top of the ramp?
6. Does the sidewalk appear to be smooth without grade breaks?

The Preliminary Evaluation utilizes aerial and street-level photography to view each intersection. The criteria used can be seen on these aerials and are key design components to determine ADA compliance. If the curb ramps and sidewalks do not meet the criteria, then that intersection does not need further evaluation because it is obviously not compliant with the ADA Guidelines. If it did meet the criteria, then that intersection would be “potentially compliant” and would need a Detailed Evaluation to determine if it fully complies with the ADA Guidelines.



The Preliminary Estimation of the remaining sidewalks was completed in 2012 and is discussed in Attachment A.

## **DETAILED EVALUATION**

The second tier is a Detailed Evaluation consisting of: 1) the intersections identified as “potentially compliant” during the Preliminary Evaluation and 2) the remaining sidewalks.

This requires fieldwork at the intersections and the remaining sidewalks and includes measuring of specific physical attributes, such as width, running slope, gaps in the curb ramp or sidewalk, and evaluating mechanical elements for signalized intersections to determine compliance to the identified ADA barriers. The result from this evaluation is a detailed understanding of the ADA barriers at that intersection. The Detailed Evaluation for curb ramps began in the summer of 2012 and will continue until completed. While the curb ramp evaluation continues, the sidewalk and crosswalk evaluation will begin. Zillah’s Detailed Evaluation is ongoing and is scheduled to be completed in 2014.

## **REMOVING BARRIERS**

### *METHODS*

The City of Zillah utilizes many different approaches in removing barriers in the public right-of-way, including proactively identifying and eliminating the barrier; responding to public grievances; and ensuring the appropriate design and build-out of new construction following the most recent design guidelines.

### *PRIORITIES*

The City of Zillah bases barrier removal priorities on a number of factors: special request, location, condition, priority ranking, cost effectiveness, and any other pertinent considerations of the removal.

#### *Special request*

Zillah will attempt give priority to any site where a disabled person has requested help.

#### *Location Priority*

According to the *Accessible Rights-of-Way: A Design Guide*, “the DOJ regulation imposes a specific construction requirement...specifies a priority for locating (curb ramps) at: State and local government offices and facilities; transportation; places of public accommodation; places of employment; and other locations.” Following this guidance, the City identified its location priority as follows:

1. Intersections serving government facilities,
2. Intersections serving commercial and employment centers, and
3. Intersections serving other areas.

#### *Accessibility Condition*

Using the data from the Preliminary Evaluation and the Detailed Evaluation, the accessibility condition, or Access Grade, can be determined. Points are assigned to the identified ADA barriers and calculated for each intersection. This will give the intersection an overall Condition



Score for accessibility. The Access Grade assesses the Condition Score out of the total possible points and assigns a letter grade. This letter grade is A through D, A being the most accessible and D being the least accessible.

*Priority Rank*

In order to determine the overall priority of an intersection, or Priority Rank, the City uses the following matrix to match the location priority to the Access Grade.

	1	2	3
<b>Road Classification</b>	<b>Locations serving Government Facilities</b>	<b>Locations serving Commercial &amp; Employment Centers</b>	<b>Locations serving Other Areas</b>
<b>Major Collector (A)</b>	10	4	2
<b>Minor Collector (B)</b>	2	3	8
<b>TIB Arterials (C)</b>	5	10	0
<b>Local Access (D)</b>	11	22	78

**Priority Rank Levels**

<b>High</b>	<b>Medium</b>	<b>Low</b>
-------------	---------------	------------

The City of Zillah determines the priority of improvements by identifying which of the groupings are high, medium, or low priorities. The federal and state agency road classifications were used as a general guideline to list the priority intersections. A listing of priority intersections and a map, that shows which intersections are high, medium, and low priorities for barrier removal, are in Attachment B.

*Cost Effectiveness*

After a letter grade is given to the intersection, the cost is determined and each intersection within a specific grade is then prioritized using the cost factors. The cost factors will attempt to maximize the work accomplished for the construction dollars spent.

As the Detailed Evaluation of sidewalks and traffic signal equipment is completed, a priority rank will be determined and integrated into the intersection priority ranking.

**POLICIES**

*New Construction & Alterations*

In order to ensure that the correct design of curb ramps, sidewalks, and crosswalks are applied in new construction and alterations, the City of Zillah has adopted the *Accessibility Guidelines for Pedestrian Facilities in the Public Right-of-Way*. (See Resolution 2013-62 in Attachment C.) Intersection improvement projects or new construction projects that affect curb ramps, sidewalks, and crosswalks will be built to these ADA design guidelines, where feasible and reasonable.

## ***REPORTING***

Zillah will be using two methods to help keep the public and city officials up to date with the progress that has been made in removing barriers.

First Method: The Public Works Department will submit an annual report to the Zillah Public Works Committee. The report will summarize accomplishments from the previous year, plans for the current year and any anticipated challenges that need to be addressed.

Second Method: The City of Zillah Website will have a separate section devoted to ADA rules, plans, contact information, policies, ordinances, and reports. The Annual Report to the Zillah Public Works Board will also be posted here for public review.

## ***TRAINING***

The City of Zillah has begun a training program to ensure that its staff is prepared for implementation of the Public Facilities & Public Right of Ways transition plans. The plan considers different types of training based upon the level and type of involvement of each staff member with the ADA Transition Plan implementation. After the initial training, follow-up training should be provided on an annual basis.

### *Overview Training*

Department Heads and key management staff should attend a seminar covering the law and practical applications of the elements of the law.

### *Design Staff Training*

Design Personnel should attend a seminar covering current ADA design practices and techniques to improve construction plans preparation and review as they relate to ADA Compliance.

### *Inspection Staff Training*

Inspection personnel and code enforcement personnel should attend a seminar covering inspection techniques for ADA Compliance.

### *Construction Staff Training*

Public Works and inspection personnel should attend a training session. The seminar should include information on the techniques used to install sidewalks, curb ramps and other ROW appurtenances that comply with ADA regulations.

## **ESTIMATED CONSTRUCTION COSTS**

The estimated cost for implementing this Public Right of Ways Transition Plan is: **\$7,480,000**

The City used the Preliminary Evaluation information from the Transportation Improvement Board Street Inventory (2009) and its own investigation to estimate the cost for implantation in 2013 dollars. The quantities for the estimate will be refined as the detailed evaluation is completed. Actual costs may be reduced if the schedule allows the City's Street Department to perform a significant amount of the construction and modification work.



The estimated costs were based on three major areas of work as follows:

1. Upgrading signalized intersections: \$ 0.00
2. Upgrading 106 Ramps: \$83,210
3. Upgrading 9.5 miles of sidewalks: \$3,352,000

The estimates are based on current construction costs and estimated quantities shown in Attachment B and do not include any costs for training, data acquisition or data management.

## **SCHEDULE**

The City of Zillah will make reasonable efforts to improve the accessibility of pedestrian facilities in the public right-of-way by appropriating funding specifically for ADA compliance through the City Council. The Council will determine the appropriate amount to spend each year. As stated in the *Accessibility Guidelines for Pedestrian Facilities in the Public Right-of-Way*, “compliance is required to the extent practicable within the scope of the project.” There will be times when it is technically infeasible to provide technical compliance. For example, if clear space at the top of the ramp is obstructed by a building or the slope of a hill is so extreme as to prevent a reasonable slope for a ramp in both directions, an improvement in accessibility may not be possible. The inventory process may not account for such situations and could show a high-priority rating when all feasible actions have been taken. The City of Zillah will choose areas with high priority and solvability where feasible before moving on to lower priorities unless a specific request is made by the public.

Additionally, given a program as broad and comprehensive as the City of Zillah’s pedestrian network, the City of Zillah will follow the concept of Program Access under Title II of the ADA. Program Access does not necessarily require a public entity to make each of its existing facilities accessible to and usable by individuals with disabilities, as long as the program as a whole is accessible. Under this concept, the City of Zillah may choose not to install a sidewalk at some locations (or to install them as a lower priority later), as long as a reasonable path of travel is available even without the sidewalk.

## **RESPONSIBLE INDIVIDUAL**

The official responsible for the implementation of the City of Zillah’s ADA Transition Plan for the pedestrian facilities in the public right-of-way is:

Public Works Director  
P.O. Box 475  
Zillah, WA 98953

## **PUBLIC INPUT**

The City of Zillah provided opportunities for individuals to comment on this Transition Plan, which included:

- Notices posted to local public libraries, community boards, and local newspaper
- Document made available on the City of Zillah’s website
- Document copies available at Zillah City Hall and local public libraries



The City of Zillah published legal notice in the Review Independent on December 5, 2013. A copy of that advertisement is attached as Attachment E. The legal notice announced the availability of the Transition Plan draft at the Zillah City Hall and city website with easy public access. Invitations were sent to all city Boards and Commissions. These notices also provided instructions regarding the timetable for comments and where to send them.

Public comments were accepted for a period of no less than 10 days, ending December 13, 2013. Public comment form is available on Attachment D.

Formal adoption of the Transition Plan by Zillah City Council Resolution is scheduled to take place on December 16, 2013. It is available on the website and by written formal request to the ADA Coordinator.

# ATTACHMENT A

## 1. ADA GUIDELINES USED IN DETAILED EVALUATION 2. COST ESTIMATING

### ADA GUIDELINES USED IN DETAILED EVALUATION

The following is a summary of the key elements used to determine compliance. It does not represent a complete list.

#### Curb Ramps

In evaluating the accessibility of existing curb ramps, the following factors were considered:

1. Is there a curb ramp?
2. Is there a curb ramp where a sidewalk crosses a street?
3. What type of curb ramp?
  - a. Perpendicular curb ramp
  - b. Parallel curb ramp
  - c. Blended transitions
4. Is the width of the curb ramp at least 4 feet wide (excluding flares)?
5. Are there detectable warnings properly installed where a curb ramp or blended transition connects to a street?
6. Is the running slope less than 8%?
7. Is the cross slope less than 2%?
8. Is the landing a minimum of 4 feet x 4 feet?
9. Is the surface of the curb ramp or blended transition firm, stable, and slip resistant and clear of gratings, access covers, and other appurtenances?
10. Is the grade break at the top and bottom of the ramp flush and not located on the surface of the curb ramp, landing, or gutter areas?
11. Is the counter slope of the gutter or street at the foot of the curb ramp less than 5%?
12. Is the clear space beyond the curb face at least 4' x 4'?
13. If the curb ramp is perpendicular, is the slope of the flared sides less than 10% where a pedestrian path crosses the curb ramp or if the sides are returned, are they protected from cross travel?



## Sidewalks

In evaluating the accessibility of existing sidewalks, the following factors were considered:

1. Is there a sidewalk at each corner?
2. Is there at least 4 feet of continuous and unobstructed clear width of a sidewalk (Excluding the curb width)?
3. If the continuous width is less than 5 feet, are the passing spaces at least every 200 feet along the sidewalk that are 5 feet wide or greater?
4. Is the cross slope of the sidewalk less than 2%?
5. Where the sidewalk is adjacent to the street, does the grade of the sidewalk not exceed the general grade of the street?
6. Is the surface of the sidewalk firm, stable, and slip resistant?
7. Are any gaps in the surface less than ½ inch?
8. Is the sidewalk clear of grates or are the grates compliant?
9. Is the sidewalk clear of protruding objects? If there is a protruding object is:
  - a. the leading edge of that object less than 27 inch and more than 80 inch above the ground, or
  - b. the protrusion less than 4 inches into the travel path of the sidewalk, or
  - c. a barrier is provided no more than 27 inches from the ground where the vertical clearance is less than 80 inches.

## Crosswalks

In evaluating the accessibility of existing crosswalks, the following factors were considered:

1. Is there a crosswalk that connects two sidewalks across a street?
2. Is the width of the marked crosswalk at least 6 feet?
3. Does the cross slope of the crosswalk meet the following guidelines?
  - a. If the crosswalk is crossing a street with a stop control, is the cross slope less than 2%?
  - b. If the crosswalk is crossing a street without a stop control, is the cross slope less than 5%?
4. Is the running slope of the crosswalk less than 5%?
5. If the crosswalk crosses a median, is the length of the median at least 6 feet and does it contain detectable warnings located at curb line or edge of the roadway?
6. If the intersection signalized, does it have a pedestrian signal, if so, does the pedestrian signal phase allow enough time for a walking speed of 3.5 ft/sec?



## Signalized Intersections

In evaluating the accessibility signalized intersection, the following factors were considered:

1. Is there a crosswalk that connects two sidewalks across a street?
2. Status of Pedestrian Signals:
  - a. Does one exist?
  - b. Does it have a count-down warning?
  - c. Is it button-activated?
  - d. Do the buttons meet ADA requirements?
  - e. Is there enough time allocated to the crossing phase?

## COST ESTIMATING

### Intersections Upgrade Cost

**There are no currently needed upgrades for the Signalized Intersection. (Vintage Valley Parkway/Zillah West Road & W. First Avenue)**

Total Intersection Upgrade Cost: **\$0.00**

### Curb Ramp Upgrade Cost

1. Total number of sidewalk ramps in the City: 141.
2. Number of ramps needing upgrades:
  - a. Assume 25% currently meet the ADA requirements.
  - b.  $141 \times 0.75 = 106$  need upgrades.
3. Cost per ramps (see chart below).

	Dimensions	Area (LxW /9)	Unit Price	Item Cost (rounded)
Ramp 5'x 5'	5' x 5'	2.78	\$35/Sy	\$97
Landing 5'x 5'	5' x 5'	2.78	\$45/Sy	\$125
Approach 5'x20'	5' x 20'	11.11	\$40/Sy	\$445
Roadway Modifications (25% of time )	5' x 10'	5.56	\$85/Sy/4	\$118
	<b>TOTAL</b>	<b>RAMP COST</b>		<b>\$785</b>

**Total Ramp Upgrade Cost: \$83,210**

### Sidewalk Upgrade Cost

Total Length of Sidewalks (citywide) is 50,850 feet, or 9.63 miles.



1. Preliminary Estimation of sidewalk condition by using current conditions of randomly-selected block sections of sidewalk.

- a. Location: 700 Block of Second Avenue.
  - i. Length of sidewalk 720 ft.
  - ii. Number of sidewalk section to be replaced 24
  
- b. Location: 500 Block of Cherry Hill Lane
  - i. Length of sidewalk 390 ft.
  - ii. Number of sidewalk section to be replaced 2
  
- c. Location: 300 Block of 5<sup>th</sup> Street
  - i. Length of sidewalk 220 ft.
  - ii. Number of sidewalk section to be replaced 10
  
- d. Location: 100 Block of 8<sup>th</sup> Street
  - i. Length of sidewalk 640 ft.
  - ii. Number of sidewalk section to be replaced 12
  
- e. Location: 1400 Block of Mt. View Lane
  - i. Length of sidewalk 330 ft.
  - ii. Number of sidewalk section to be replaced 16

2. Replacement Factor:

- a. 64 section need replaced.
- b. 2,300 feet surveyed.
- c.  $64/2,300 = 0.02739$

3. Estimated number of section of sidewalk needed to be replaced citywide:

$$50,850 \times 0.02739 = 1,393 \text{ sections}$$

4. Cost of replacement:

- a. Section area  $5' \times 5' = 25$  square feet
  
- b. Total area of replacement:
  - i.  $25 \times 1,393 = 34,825$  square feet
  - ii.  $34,825 \div 9 = 3,869$  square yards
  
- c. Total Cost:
  - i.  $3,869 \times \$35$

Total Sidewalk Upgrade Cost: **\$135,415**



# ATTACHMENT B

## 1. ADA PRIORITIES MAP

## 2. PRIORITY LISTING OF INTERSECTIONS



# ATTACHMENT C

## 1. LEGAL NOTICE PUBLISHED IN REVIEW INDEPENDENT

## 2. ADVERTISEMENT PUBLISHED IN REVIEW INDEPENDENT



**ATTACHMENT D**

**1. PUBLIC COMMENT AND RESPONSE FORM**



