# **Accessible Public and Common Use Areas**



# **Participant Manual**





(888) 341-7781 (V/TTY) - Technical Guidance www.FairHousingFIRST.org

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# Participant Manual Table of Contents

Using the Participant Manual	2
Overview of the Fair Housing Act	12
Overview of Requirements 1 and 2	23
Accessible Routes – A Key Feature	27
Requirement 2: Accessible Public and Common Use Areas	39
Resources	95

# **Using the Participant Manual**

#### Workbook Layout and Content

As a participant in the course, the Participant Workbook serves as your focal point. It follows the sequence of the class activities and discussion topics. It includes:

- All slides presented by the instructor
- Space for you to take notes
- Key points not contained on slides
- Detailed instructions for exercises
- Resources to supplement the curriculum

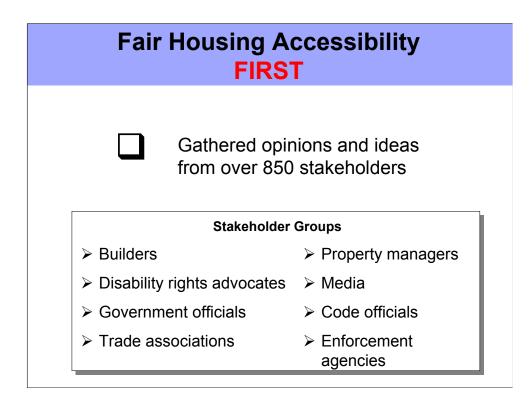
To make the Participant Workbook easy to use, the format of each two-page layout is consistent. The left side of the two-page layout page is reserved for the slides that the facilitator displays overhead, key points, and space for you to take notes. The right side of the two-page layout may either contain slides or extra information or topic pointers to further facilitate comprehension of the course material.



Welcome to Fair Housing Accessibility FIRST, a training and technical guidance program created by the U.S. Department of Housing and Urban Development (HUD).

This session is an hour and a half in length.

Fair H	lousing Accessibility FIRST
	Offer training and technical guidance on accessibility requirements of the Fair Housing Act
	Increase the supply of accessible multifamily housing units nationwide





# Accessible Public and Common Use Areas – Introduction

During this training session, we will discuss:

- Overview of the Fair Housing Act
- Overview of Requirements 1 and 2
- Accessible Routes A Key Feature
- Requirement 2: Accessible Public and Common Use Areas
- Resources

# Accessible Public and Common Use Areas – Introduction

#### At the end of the session, you will:

- Be able to identify the design requirements for accessible public and common use areas
- Be able to locate the technical requirements in the Guidelines and ANSI A117.1-1986
- Be able to identify types of facilities covered by Requirement 2

Name four personal learning goals for this session.

Goals should be:

Specific Measurable Achievable Relevant Timely

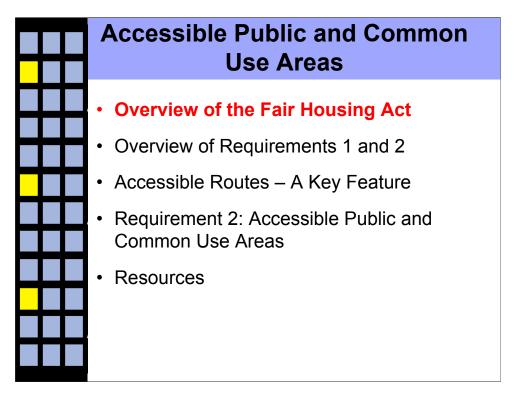
**Example:** I will learn 3 types of public and common-use facilities covered by the Fair Housing Act.



Who is in your small group?

What are their occupations?

Participant Manual





## History of the Fair Housing Act

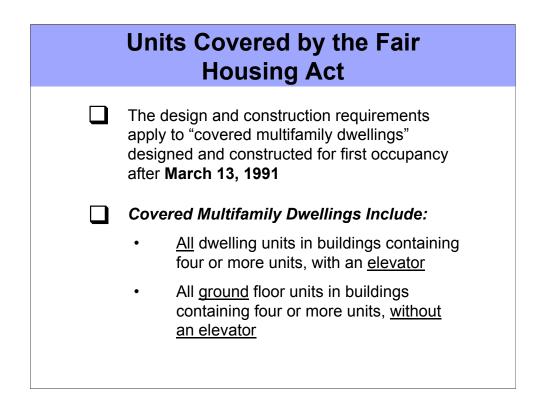
The Fair Housing Act was first passed in 1968, shortly after the assassination of Dr. Martin Luther King, and it prohibited discrimination based on race, color, religion and national origin. Discrimination based on sex was added in 1974. When the law was comprehensively amended in 1988, it was changed to include discrimination against people because of handicap and because of familial status—the presence of children under the age of 18. (During this training, we will refer to the Fair Housing Act's coverage of handicap discrimination as "disability" protections. "Disability" is the preferred term.)

The Fair Housing Act is enforced administratively by the U.S. Department of Housing and Urban Development (HUD). People who believe that they have been harmed by a violation of the Act may file administrative complaints with HUD, and HUD conducts an impartial investigation of the claims.

The Act also authorizes federal lawsuits by the U.S. Department of Justice, and private lawsuits that can be filed in federal or state courts by individuals. Many state and local fair housing enforcement agencies also have authority to investigate violations and bring enforcement actions. The general authority for all of these enforcement activities is found in the Fair Housing Act. So the enforcement authority given under the Act is quite broad.

## History of the Fair Housing Act (continued)

Where violations of the law are established, remedies under the Fair Housing Act may include the award of compensatory damages to victims of discrimination, sometimes numbering in the hundreds of thousands of dollars, orders for comprehensive corrective action, and awards of punitive damages to victims or civil penalties to the government. In design and construction cases, remedies also may require retrofitting housing that has already been constructed to make it comply with the Act's design and construction requirements.



# Units Covered by the Fair Housing Act

The Fair Housing Act design and construction requirements apply to "covered multifamily dwellings" designed and constructed "for first occupancy" after March 13, 1991.

A building was not designed or constructed for first occupancy if:

- It was occupied on or before March 13, 1991
- If the last building permit or renewal of a building permit was issued on or before June 15, 1990

Buildings where the last building permit was issued on or before June 15, 1990 are not covered by the design and construction requirements. Even if the last building permit was issued after June 15, 1990, if the building was occupied before March 13, 1991, it is not covered. HUD adopted these dates to allow time for the requirements to be considered during the design and construction phase of new properties.

The "first occupancy" language in the statute has been defined in HUD's Fair Housing Act regulations as "a building that has never been used for any purpose." This means buildings that are rehabilitated are not covered by the design and construction requirements even if rehabilitation occurs after March 13, 1991 and even if it is substantial rehabilitation.

# Units Covered by the Fair Housing Act (cont)

A dwelling unit includes:

- A single-family unit in buildings with four or more units
- An apartment
- A room in which people sleep even if they share kitchens or bathrooms, like transitional housing

The design and construction requirements apply to "covered multifamily dwellings." Covered multifamily dwellings are:

- 1. All dwelling units in buildings containing four or more dwelling units if the buildings have one or more elevators AND
- 2. All ground floor units in other buildings containing four or more units, without an elevator.

This includes housing that is for rental or for sale and applies whether the housing is privately or publicly funded.

Condominiums and apartment buildings are covered by the design and construction requirements. So are time-shares, dormitories, transitional housing, homeless shelters that are used as a residence, student housing, assisted living housing, and others.



#### Fair Housing Act – Seven Design and Construction Requirements

The Fair Housing Act's design and construction requirements are broken down into seven basic requirements.

- 1. Accessible building entrance on an accessible route
- 2. Accessible and usable public and Common Use areas
- 3. Usable doors
- 4. Accessible routes into and through covered unit
- 5. Light switches, electrical outlets, thermostats, and other environmental controls in accessible locations
- 6. Reinforced walls in bathrooms for later installation of grab bars
- 7. Usable kitchens and bathrooms

The requirements provide for a minimal level of accessibility. Congress, when it passed these requirements, said that it intended that the accessibility provisions of the Fair Housing Act would facilitate the ability of persons with disabilities to enjoy full use of their homes without imposing unreasonable requirements on homebuilders, landlords and residents without disabilities. Congress stated that compliance with these basic requirements would eliminate many of the barriers that discriminate against persons with disabilities in their attempts to have equal housing opportunities.

# Fair Housing Act—Seven Design and Construction Requirements (continued)

The design and construction requirements were developed to provide access for people with different types of disabilities. Although some of the requirements focus on people who use wheelchairs, meeting the requirements will also meet the needs of many other people. People who can benefit from accessible features may include people with arthritis or sports injuries who have difficulty turning or gripping door hardware, people who use crutches, canes or walkers, people who because of age or illness have limited mobility or reach ranges, and even people who push strollers, carry groceries, or move furniture. People who have vision or hearing disabilities also benefit from a variety of provisions in the requirements.

#### Fair Housing Act – Seven Design and Construction Requirements (continued)

- 1. The first is that all covered multifamily dwellings must have *at least one building entrance on an accessible route* unless it is impractical to do so because of the terrain or unusual characteristics of the site.
  - An accessible route means a continuous, unobstructed path connecting accessible elements and spaces within a building or site that can be negotiated by a person with a disability who uses a wheelchair, and that is also safe for and usable by people with other disabilities.
  - An accessible entrance is a building entrance connected by an accessible route to public transit stops, accessible parking and passenger loading zones, or public streets and sidewalks.
- The second requirement is that *covered housing must have accessible and usable public and Common Use areas*. Public and Common Use areas cover all parts of the housing outside individual units. They include, for example: building-wide fire alarms, parking lots, storage areas, indoor and outdoor recreational areas, lobbies, mailrooms and mailboxes, and laundry areas.
- 3. The third requirement is that all *doors that allow passage into and within all premises must be wide enough to allow passage by persons using wheelchairs*.
- 4. The fourth requirement is that *there must be an accessible route into and through each covered unit*.
- 5. The fifth requirement is that *light switches, electrical outlets, thermostats and other environmental controls must be in accessible locations*.
- 6. The sixth requirement is *reinforcements in bathroom walls so that grab bars can be added when needed*. The law does not require installation of grab bars in bathrooms.
- The seventh requirement is that *kitchens and bathrooms must be usable* that is, designed and constructed so an individual in a wheelchair can maneuver in the space provided.

	Fair Housing Act – Safe Harbors for Compliance
1.	HUD Fair Housing Accessibility Guidelines and the Supplemental Notice
2.	ANSI A117.1 (1986), used with the Fair Housing Act, HUD's regulations, and the Guidelines
3.	CABO/ANSI A117.1 (1992) used with the Fair Housing Act, HUD's regulations, and the Guidelines
4.	ICC/ANSI A117.1 (1998) used with the Fair Housing Act, HUD's regulations, and the Guidelines
5.	The Fair Housing Act Design Manual (1998)
6.	Code Requirements for Housing Accessibility 2000 (ICC/CRHA)
7.	International Building Code 2000 with 2001 Supplement
8.	International Building Code 2003, with one condition*

# Fair Housing Act – Safe Harbors for Compliance

There are eight safe harbors for compliance with the Fair Housing Act. Compliance with any one of the eight will fulfill the Fair Housing Act's access requirements.

If a particular safe harbor is chosen for use in a particular property, housing must comply with all of the provisions of that safe harbor in order for there to be a safe harbor. So it is unwise to pick and choose among the provisions of different safe harbor standards.

These are the eight access standards that HUD has identified as safe harbors:

- *1. The Fair Housing Act Accessibility Guidelines* (issued on March 6, 1991), and the Supplemental Notice to Fair Housing Accessibility Guidelines: Questions and Answers about the Guidelines (issued June 28, 1994).
- *2. ANSI A117.1 (1986*), used with the Fair Housing Act, HUD's Fair Housing Act regulations, and the Guidelines.
- 3. *CABO/ANSI A117.1 (1992),* used with the Fair Housing Act, HUD's Fair Housing Act regulations, and the Guidelines.
- *4. ICC/ANSI A117.1 (1998),* used with the Fair Housing Act, HUD's Fair Housing Act regulations, and the Guidelines.

#### Fair Housing Act – Safe Harbors for Compliance (continued)

- 5. The Fair Housing Act Design Manual (1998).
- 6. Code Requirements for Housing Accessibility 2000 (CRHA), published by the International Code Council in October, 2000.
- 7. International Building Code 2000 (IBC), as amended by the IBC's 2001 Supplement to the International Codes.
- 8. International Building Code 2003(IBC), with one condition.\*
  - \* Effective February 28, 2005 HUD determined that the IBC 2003 is a safe harbor, conditioned upon ICC publishing and distributing a statement to jurisdictions and past and future purchasers of the 2003 IBC stating, "ICC interprets Section 1104.1, and specifically, the exception to Section 1104.1, to be read together with Section 1107.4, and that the Code requires an accessible pedestrian route from site arrival points to accessible building entrances, unless site impracticality applies. Exception 1 to Section 1107.4 is not applicable to site arrival points for any Type B dwelling units because site impracticality is addressed under Section 1107.7."

It is important to note that the ANSI A117.1 standard contains only technical criteria, whereas the Fair Housing Act, the regulations and the Guidelines contain both scoping and technical criteria. Therefore, in using any of the ANSI standards it is necessary to also consult the Act, HUD's regulations, and the Guidelines.

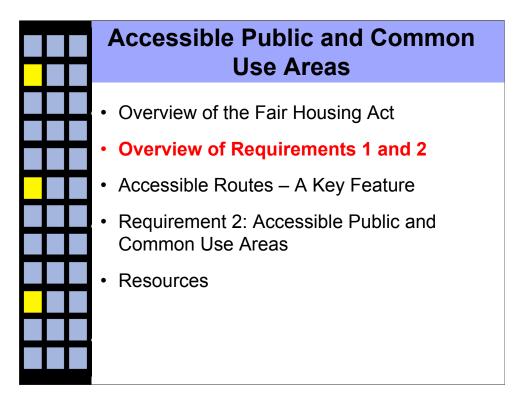
Other means of providing access that provide an equal or greater degree of accessibility may also be used to comply with the Fair Housing Act's access requirements, but they are not a safe harbor.

This training relies on the provisions of the Fair Housing Act, the Guidelines and Supplemental Questions and Answers, ANSI A117.1 (1986) and the Fair Housing Act Design Manual for the guidance that it provides about compliance with the technical design and construction requirements in the Act.

NOTE FOR INSTRUCTOR: HUD has taken the position that if one of the eight HUD-recognized safe harbors is used, housing must comply with all of the provisions of that safe harbor in order for the safe harbor to apply. It is unwise to pick and choose among the provisions of different safe harbors to achieve accessibility in a particular property because safe harbor status would be lost.

# **CAUTION:**

Safe harbor standards constitute safe harbors only when adopted and implemented in accordance with the policy statement that HUD published in the Federal Register on March 23, 2000. That policy statement notes, for example, that if a jurisdiction adopts a model building Code that HUD has determined conforms with the design and construction requirements of the Act, then covered residential buildings that are constructed in accordance with plans and specifications approved during the building permitting process will be in compliance with the requirements of the Act unless the building code official has waived one or more of those requirements or the building code official has incorrectly interpreted or applied the building code provisions. In addition, adoption of a HUD recognized safe harbor does not change HUD's responsibility to conduct an investigation if it receives a complaint.



Fair Housing Act Requirements 1 and 2		
	Requirement 1: Accessible Building Entrance on an Accessible Route	
	Requirement 2: Accessible Public and Common Use Areas	

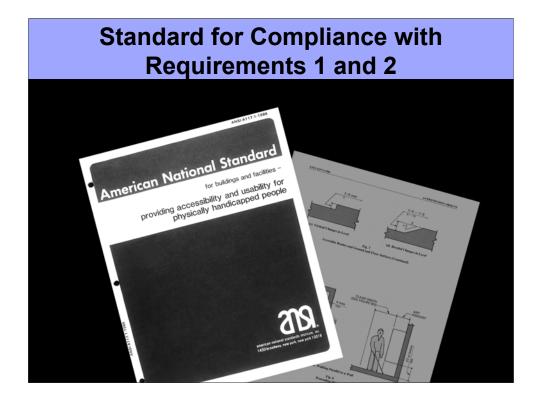
## Fair Housing Act Requirements 1 and 2

The Fair Housing Accessibility Guidelines (Guidelines) provide guidance on designing accessible building entrances and accessible public and Common Use areas.

**Requirement 1, Accessible Building Entrance on an Accessible Route,** presents guidance on designing an accessible building entrance on an accessible route. Requirement 1 also provides tests to assist a developer, of buildings that do not have one or more elevators, to determine when an accessible entrance on an accessible route is impractical because of extreme terrain or unusual site characteristics. Site impracticality will also be discussed later in this module.

**Requirement 2, Accessible Public and Common Use Areas**, provides guidance on designing accessible public areas, site facilities, and features. Accessible building entrances and accessible routes covered in Requirement 1 – Accessible Building Entrance on an Accessible Route, are Common Use areas and must be designed to comply with Requirement 2 – Accessible Public and Common Use Areas.

These two requirements, when applied to the design of covered multifamily projects, result in sites which allow persons with disabilities full and equal access to building entrances, amenities and site facilities.



#### Standard for Compliance with Requirements 1 and 2

The Fair Housing Act and the Fair Housing Accessibility Guidelines (the Guidelines), reference ANSI A117.1-1986, American National Standard for buildings and facilities – providing accessibility and usability for physically disabled people (ANSI).

The Guidelines establishes ANSI as a minimum standard to comply with when designing public and Common Use areas, including accessible building entrances required to be on an accessible route.

HUD also recognizes later editions of ANSI, 1992 and 1998, as being safe harbors for compliance when used in conjunction with the Fair Housing Act, HUD's regulations, and the Guidelines.

In this training, when an ANSI A117.1 specification is presented, the 1986 edition is being cited. In addition, when "ANSI" is used, it means the A117.1 accessibility standard.

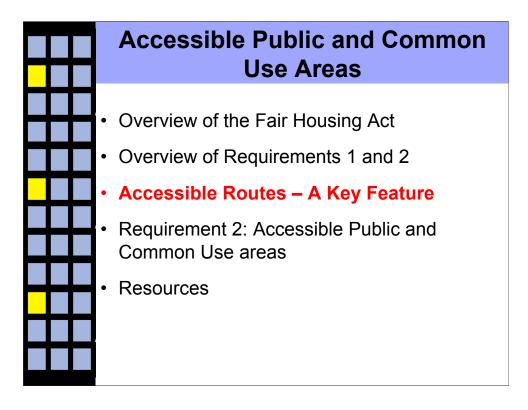


#### Basic Components for Accessible Public and Common Use Areas

In Requirement 2, the Guidelines include a chart that identifies public and Common Use elements and spaces that must be accessible. The chart references the applicable section of the ANSI Standard and gives further directions on where, when, and how many elements and spaces must be accessible. Generally the public and Common Use areas must be on an accessible route so they can be approached, entered and used by people with disabilities.

Certain accessible routes to dwelling entrances required to be accessible under Requirement 1 are public and Common Use areas and must be designed in compliance with the accessibility provisions in Requirement 2.

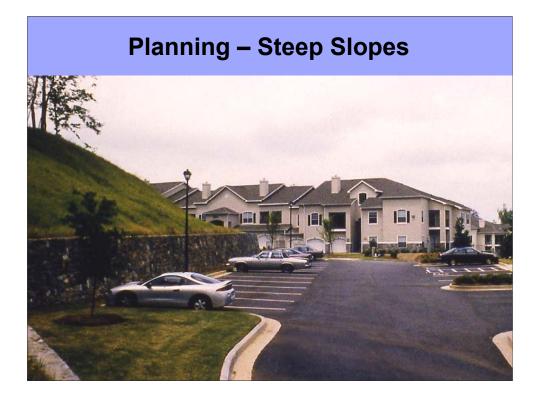
Refer to the Fair Housing Act Guidelines.





# Planning is Essential to Accessible Design

Planning for accessibility should be an integral part of the design process in covered housing developments.



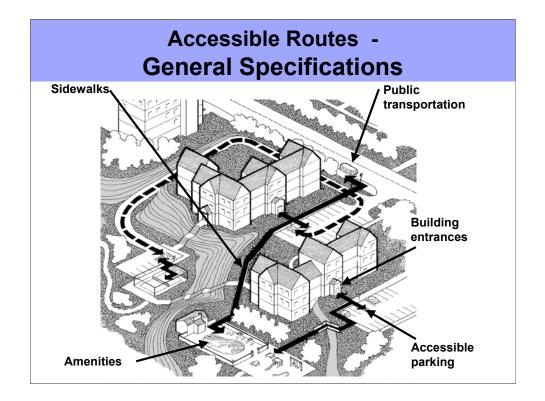
# **Planning - Steep Slopes**

On sites with sloping topography, careful planning at an early phase can eliminate the need for elaborate ramps to provide accessibility.



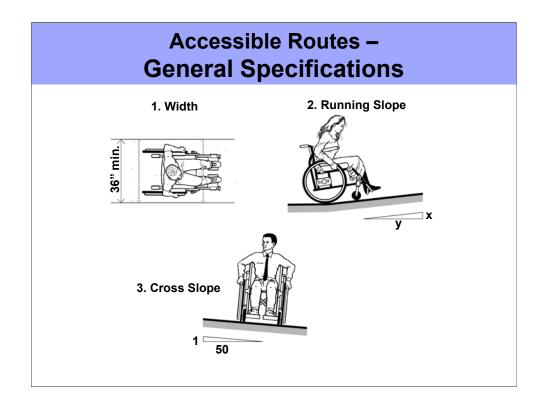
#### Planning – Building Entrances Close to Ground Level

Attempts should be made during the early design phase to locate and plan building entrances close to ground levels to eliminate the need for steps and ramps.



## Accessible Routes – General Specifications

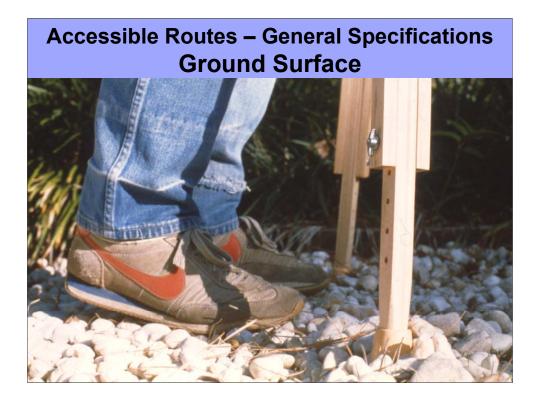
When designing sites in compliance with Requirements 1 and 2, an accessible route is the key element that allows people with mobility disabilities to travel around a building site and enter, use, and enjoy features available to all residents. Accessible routes must connect covered dwelling entrances with public transportation stops, passenger loading zones (parking lots), and public streets and sidewalks, if available.



#### **Accessible Routes - General Specifications**

Specifications for accessible routes may be found in ANSI 4.3, Accessible Routes. Some of the general specifications for an accessible route are:

- 1. A 36" minimum width. ANSI gives additional specifications to apply when accessible routes go around obstructions.
- 2. The maximum slope of an accessible route is 1:20. Slopes greater than 1:20, up to 1:12, are allowed, but they would have to comply with the ramp provisions in ANSI.
- Cross slopes may not exceed 1:50 (approximately ¼" per foot).

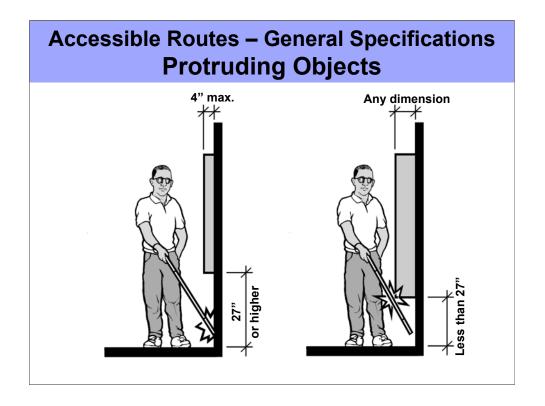


#### Accessible Routes - General Specifications Ground Surface

ANSI 4.3, Accessible Route, also provides specifications for ground and floor surfaces that accessible routes must comply with.

Ground surface along accessible routes must be stable, firm and slip resistant. Gravel or loose stone, as shown in this photograph, are not allowed. Surfaces such as these are hazardous for persons who use mobility aides, such as canes, crutches, walkers, wheelchairs and scooters.

Interior accessible routes must also comply with ground and floor surface requirements.



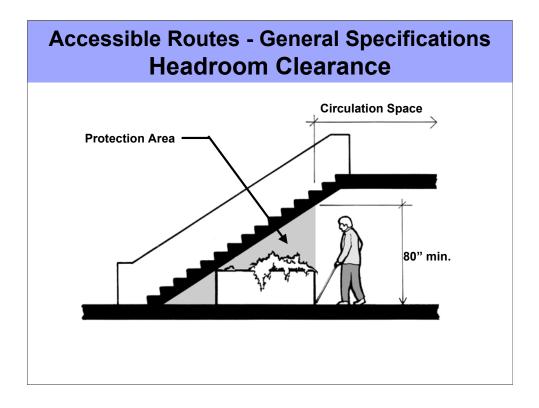
#### Accessible Routes - General Specifications Protruding Objects

ANSI 4.4, Protruding Objects, also provides specifications for protruding objects located along walks, corridors, and other passageways.

Examples of wall hung objects that must not protrude more than 4" when located between 27" and 80" above finish floor include:

- Fire extinguisher cabinets
- Mail boxes
- Large, ornate picture frames
- Light fixtures
- Wall mounted water fountains
- Wall mounted telephones

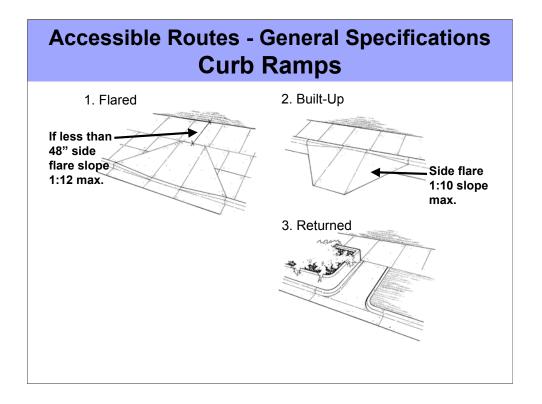
Objects mounted lower than 27" above finish floor may protrude any amount as long as the minimum clear width of an accessible route is maintained.



#### Accessible Routes - General Specifications Headroom Clearance

Accessible routes along walks, corridors, breezeways, and other circulation spaces must have 80 inches minimum headroom height, including at all wall and ceiling mounted signs, light fixtures, etc..

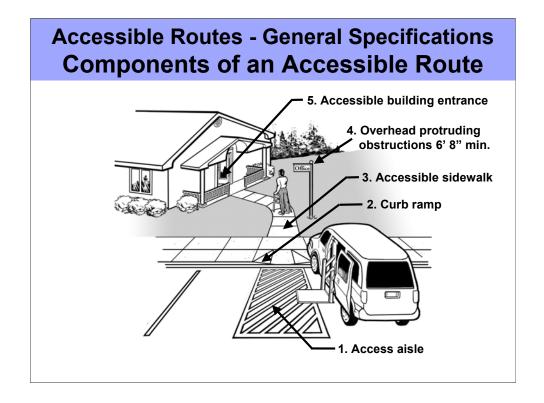
Frequently in multifamily buildings, open stairways leading to upper floors are located in breezeways. When provided, the underside of the stairs must be protected from cross traffic by a guardrail or other barrier with its leading edge at or below 27" above finish floor.



#### Accessible Routes - General Specifications Curb Ramps

ANSI provides specifications for three curb ramp designs. In all three designs, the <u>maximum running slope is 1:12</u>. The slopes of side flares varies.

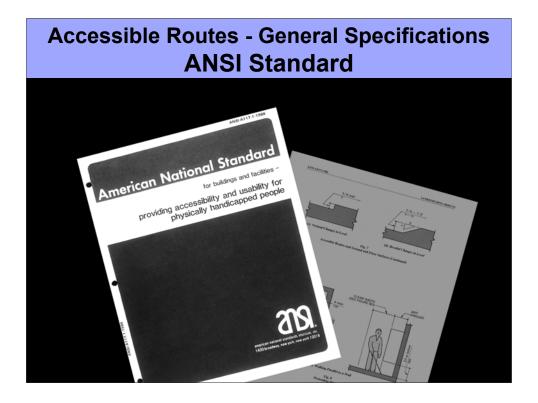
- Flared side curb ramps may be recessed into pedestrian walkways. <u>If there is a 48" level passageway or greater at the top of the ramp,</u> <u>side flares may be 1:10, otherwise they must slope no greater than</u> <u>1:12.</u> If an accessible route passes by the top of a flared ramp, a minimum width of 36" must be maintained. As noted above, side flares would need to have slopes no steeper than 1:12.
- The **built-up ramp** design extends out into the parking area, but it must not extend out into a traffic lane. <u>Side flares may not</u> <u>exceed 1:10 slope</u>. Built-up ramps are not preferred as they sometimes interfere with the operation of wheelchair lifts.
- 3. **Returned curb ramps** may be used where pedestrian traffic is not intended to cross the ramp.



#### Accessible Routes - General Specifications Components of an Accessible Route

In summary, an accessible route leading from a vehicular arrival point to a building entrance might include:

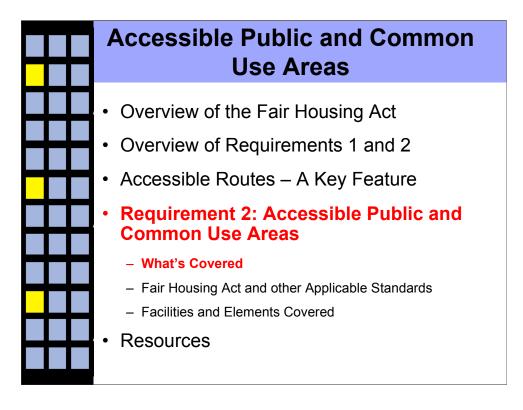
- 1. An access aisle
- 2. Curb ramps
- 3. Accessible sidewalks
- 4. A route free from protruding objects
- 5. An accessible building entrance



#### Accessible Routes - General Specifications ANSI Standard

We have covered some of the main features of an accessible route.

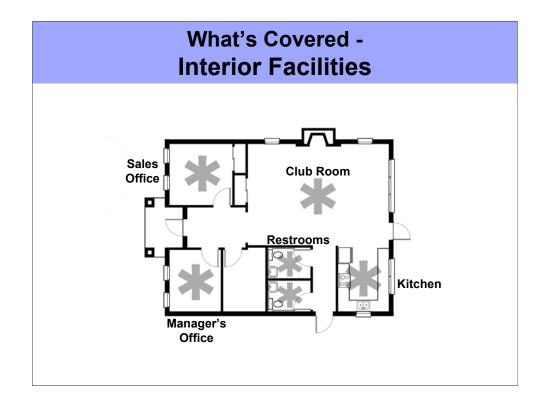
Design professionals and others who are involved with the design and construction of multifamily developments must consult ANSI for additional specifications for accessible routes.





#### What's Covered -Facilities Covered

Public areas covered in Requirement 2 include, but are not limited to, such site facilities as parking areas, walks, recreation facilities, clubhouses, pools, mailboxes, car washes, garages, laundry facilities, trash dumpsters, playgrounds, and others.



#### What's Covered -Interior Facilities

Public and Common Use areas also include interior facilities such as rental offices, toilet and bathing rooms, exercise and game rooms, party rooms, kitchens, office centers, and others.



#### What's Covered – Elevator Buildings

In elevator buildings containing covered units, the public and Common Use areas covered are on all floors. Facilities unique to these type buildings often include elevators, trash chute rooms, roof deck recreational facilities, parking garages, and other facilities that occur throughout the building on different levels.

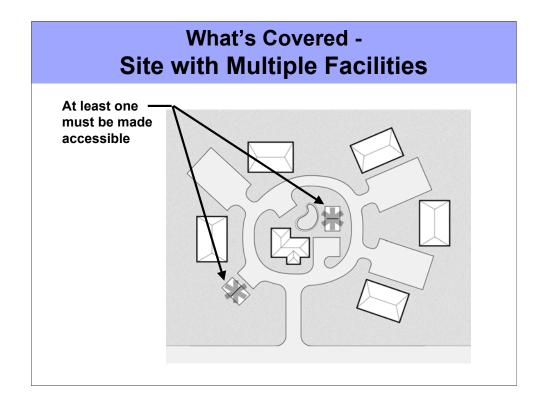


#### What's Covered -Multi-Story Walk-Up Buildings

In residential housing with two- and three-story walkup type buildings with single-story dwellings on the ground floor, only the ground floor dwellings are covered and must comply with the accessibility requirements.

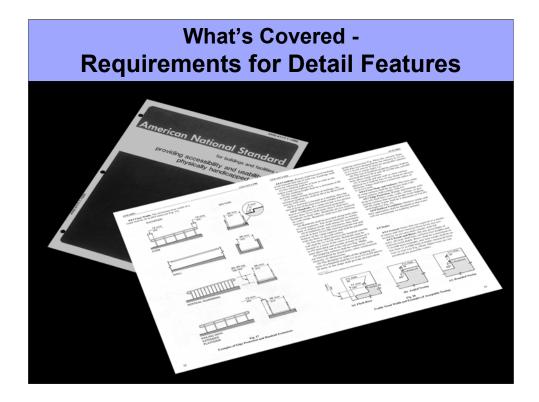
Since the upper floors in these types of developments are typically not served by an accessible route, public and Common Use areas including the stairs going up, the halls, corridors, breezeways, and the entry doors on the upper levels are not covered under Requirement 2 of the Guidelines.

However, if a Common Use facility is located on the upper floor of a walk-up type development, there must be a comparable facility located on the accessible level.



#### What's Covered -Site with Multiple Facilities

On a site where multiple facilities occur, tennis courts in this illustration, a sufficient number of accessible facilities of each type provided must be made accessible to ensure equal opportunity for use by persons with disabilities.

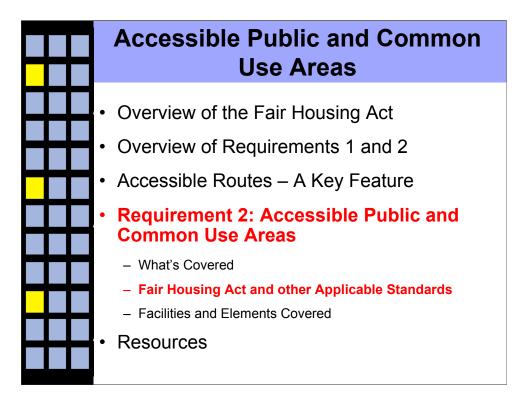


#### What's Covered -Requirements for Detail Features

Lastly, public and Common Use facilities also include detail features and elements such as doors, water coolers, telephones, floor surfaces, stairs, ramps, elevators, and others.

As discussed earlier, the Guidelines reference ANSI A117.1-1986 as the minimum standard to follow in meeting the accessibility requirements in public and Common Use areas. Accessibility specifications for detailed features, such as parking, floor surfaces, curb cuts, ramps, doors, toilet facilities, elevators, stairs, etc., are found throughout the thirty-one sections of Section 4 – Accessible Elements and Spaces.

HUD also recognizes CABO/ANSI-1992 and ICC/ANSI-1998 as acceptable standards that meet minimum compliance with Requirement 2.





#### Fair Housing Act and Other Applicable Standards -Fair Housing Act and ADAAG Both Apply

In most multifamily developments, dwellings and Common Use areas are not covered by the ADA or the accessibility provisions of the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

However, portions of public and Common Use areas, if they are open to the general public, and not just to residents of the development, are considered "public accommodations" under title III of the ADA, and would have to comply with the ADA and Fair Housing Act.

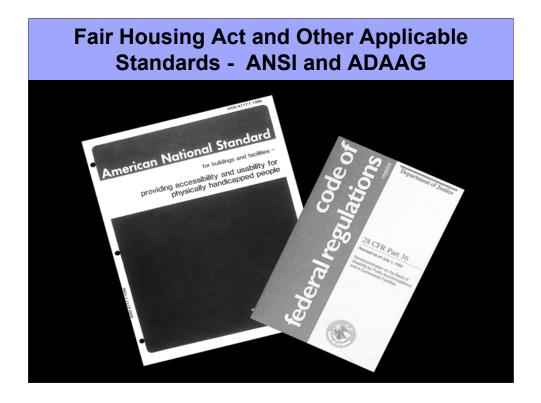
Examples of such Common Use areas are leasing and sales offices. These facilities are places of business, open to the general public. They and the other facilities that serve them such as the parking lot, entrance, and toilet facilities are covered under ADA.



#### Fair Housing Act and Other Applicable Standards-Fair Housing Act and ADAAG Both Apply

Interior facilities open to the public, such as toilet rooms, must comply with ADAAG (ADA) and ANSI (Fair Housing Act).

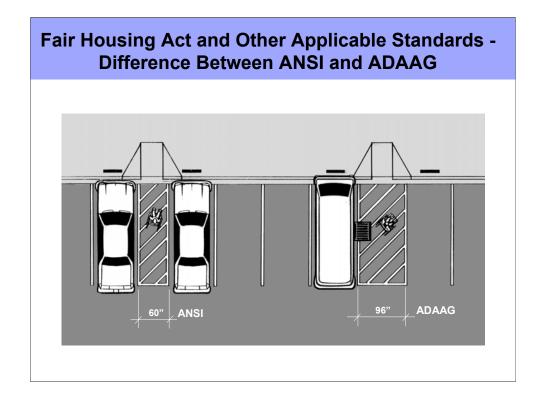
When designing a feature where both the Fair Housing Act and ADA apply, designers must check both applicable standards for a given feature and choose the standard which provides the most accessibility.



#### Fair Housing Act and Other Applicable Standards -ANSI and ADAAG

Fortunately, ANSI (for Fair Housing Act) and ADAAG (for ADA) have very similar technical specifications for most features.

However, there are some differences in the technical specifications between ANSI and ADAAG.

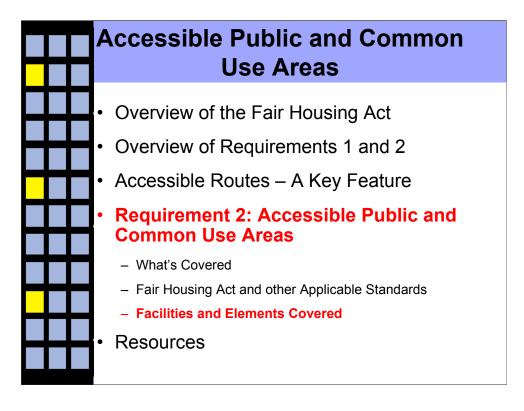


#### Fair Housing Act and Other Applicable Standards -Difference Between ANSI and ADAAG

There are some differences in the scope and technical specifications between ANSI and ADAAG.

ADAAG, for instance, requires van accessible parking when accessible parking is required.

The access aisle for a van accessible space is 96" wide; the access aisle for an ANSI compliant parking space is only 60" wide.



# **Examples of Types of Facilities Covered**

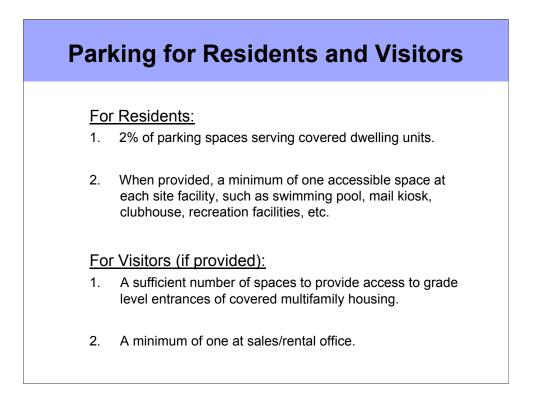
- · Parking Areas
- Club Houses
- Public Use Kitchens
- Fitness Rooms
- Media Rooms
- Computer Desks
- Toilet and Bathing Facilities
- Saunas

#### **Examples of Types of Facilities Covered**

The following series of slides will illustrate some of the more typical facilities provided in multifamily developments.

Some facilities include:

- parking areas
- club houses
- fitness rooms
- media rooms
- computer desks
- toilet and bathing facilities
- saunas



### Parking Requirements for Residents and Visitors

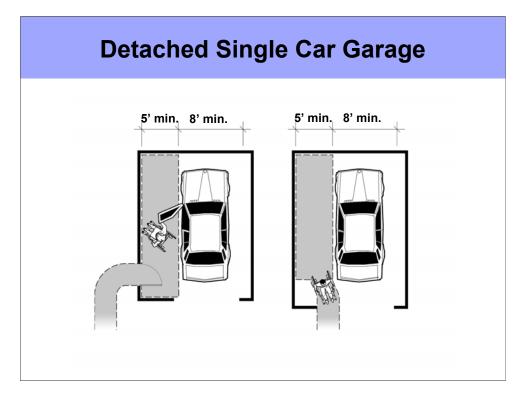
A sufficient number can be established by examining the total number of visitor parking provided compared to the total size of a project. A one-space minimum would be required, but more should be provided if a large amount of visitor parking has been provided for the benefit of residents.



### **Parking Facilities**

When a development provides different types of parking for residents such as car ports, garages, covered parking within buildings containing dwelling units, etc., a sufficient number of each must be made accessible.

Also, at facilities that are public accommodations, such as a leasing office, where ADAAG would apply, accessible van parking would also be required.



### **Detached Single Car Garage**

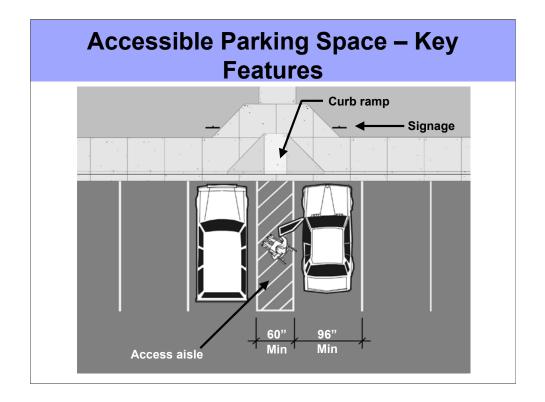
Many multifamily developments offer single-car garages as an added amenity for residents.

Since ANSI does not have a standard for a single car garage, designers must refer to the applicable performance specifications of the ANSI.

Some sections that apply are:

- Section 4.2: Space allowances and reach ranges
- Section 4.3: Accessible route
- Section 4.5: Ground and floor surfaces
- Section 4.6: Parking spaces and passenger loading zones
- Section 4.13: Doors

An accessible garage would have an 8' wide parking space, a 60" transfer aisle and an accessible route into and out of the garage while a car is parked inside. In HUD's June 28, 1994 Supplemental Notice to the Fair Housing Accessibility Guidelines: Questions and Answers About the Guidelines, HUD states that a parking garage should be at least 14' 2" wide and have a 10-feet vehicle door. There may be cases, however, when the garage needs to be wider, therefore, designers should consult the performance standards above to assure compliance. Another consideration, however, is if a separate pedestrian door that meets the ANSI requirements for doors is provided leading out of the garage, a garage door that is less than 10-feet wide may be permitted.



### Accessible Parking Space – Key Features

ANSI does provide a standard for an accessible parking space.

Key features of an accessible parking space are:

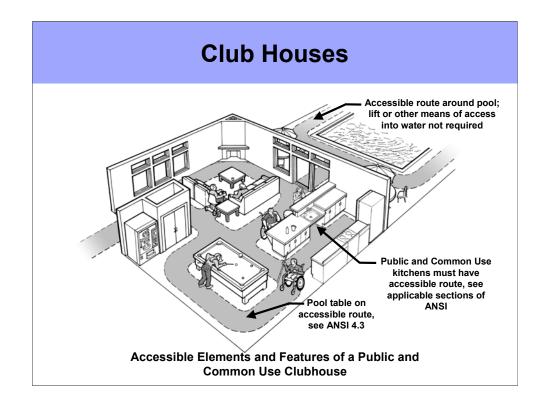
- 1. 96" wide parking space
- 2. 60" wide access aisle: access aisles form part of an accessible route and must meet accessible route specifications in ANSI 4.3, Accessible Route.
- 3. Accessible parking sign
- 4. Curb ramp or other transition to an accessible route



### **Club Houses**

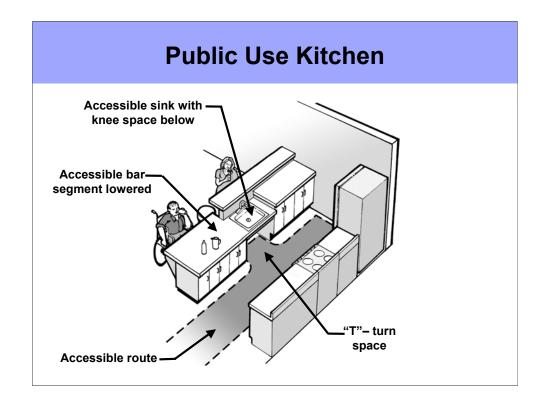
Many multifamily developments have a clubhouse facility, sometimes with a diverse range of activities and facilities.

Typical facilities might include a leasing office, multipurpose club room, kitchen, game rooms, toilet and bathing rooms, sauna, fitness rooms, office center, video theaters, and more.



### **Club Houses**

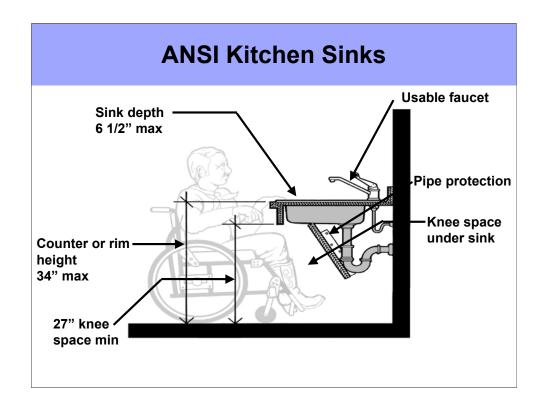
Within a clubhouse facility, all public and Common Use areas and amenities must be accessible and on an accessible route. Whenever multiple features or facilities are provided, sufficient accessible features of each type must be provided.



### **Public Use Kitchen**

A public use kitchen must have accessible features compliant with applicable sections of ANSI.

Within the kitchen there must be a 60" turning space or a T-type turnaround.

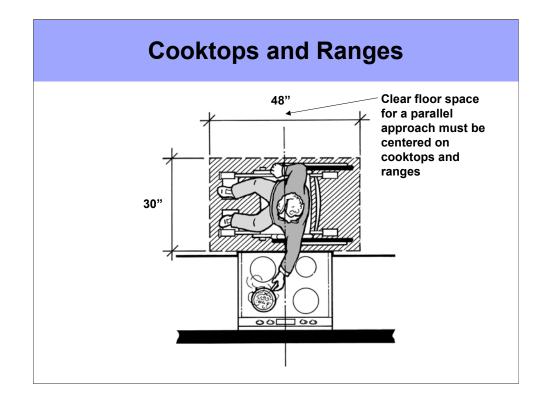


### **ANSI Kitchen Sinks**

Kitchen sinks in public and Common Use areas must comply with the applicable sections of ANSI 4.19 (Lavatories, Sinks, and Mirrors).

Key features of a compliant kitchen sink include:

- 1. Counter or rim height no higher than 34".
- 2. Maximum sink depth of 6  $\frac{1}{2}$ ".
- 3. A 30" x 48" clear floor space to allow a forward approach to the sink which shall adjoin an accessible route and extend a maximum of 19" underneath the lavatory.
- 4. Faucets must be of a usable design, usable without tight grasping or twisting.
- 5. Hot water and drain pipes must be insulated or otherwise protected for safety reasons.



### **Cooktops and Ranges**

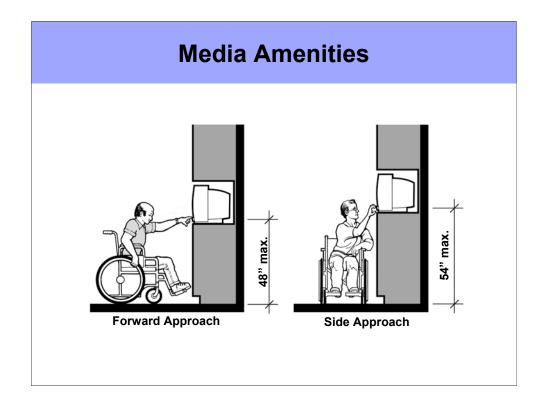
A 30" x 48" clear floor space must be provided at ranges and cooktops. The floor area must be parallel to and centered on the appliance. Controls must be within reach ranges specified in ANSI, including the switch for the overhead hood if one is provided.



#### **Fitness Rooms**

When a fitness room is provided for residents, care must be taken to insure that:

- 1. At least one of each type of exercise device is on an accessible route.
- 2. There is an accessible route around all of the equipment placed in the room.



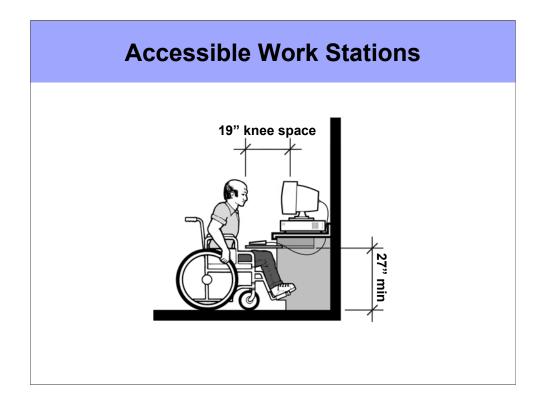
#### **Media Amenities**

Media Amenities, such as stereo, video, and TV equipment, are frequently provided in clubhouse facilities for enjoyment and use by residents. When provided at the time of initial construction, these amenities must be placed on an accessible route and positioned so their operable controls are within ANSI compliant reach ranges.

Designers must also refer to other applicable performance specifications of ANSI that apply.

Some sections that would apply are:

- Section 4.2 Space Allowances and Reach Ranges
- Section 4.3 Accessible Routes
- Section 4.4 Protruding Objects



#### **Accessible Work Stations**

When office centers are provided there must be accessible work stations and all of the equipment provided must be accessible and on an accessible route.

Sections of ANSI that could be used for guidance in designing accessible work stations are:

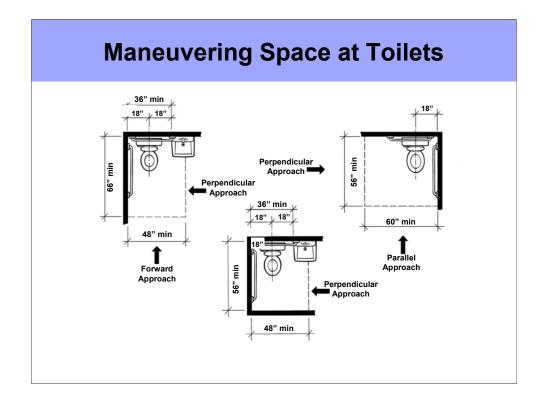
- Section 4.2 Space Allowances and Reach Ranges
- Section 4.24 Controls and Operating Mechanisms
- Section 4.3 Seating Tables and Work Surfaces

One of each device, such as a fax machine, phone, computer, etc., must be on an accessible route and be placed at a work station that is accessible.



# **Public Toilet and Bathing Facilities**

Toilet and bathing facilities in public and Common Use areas must meet all applicable sections of the ANSI standard.

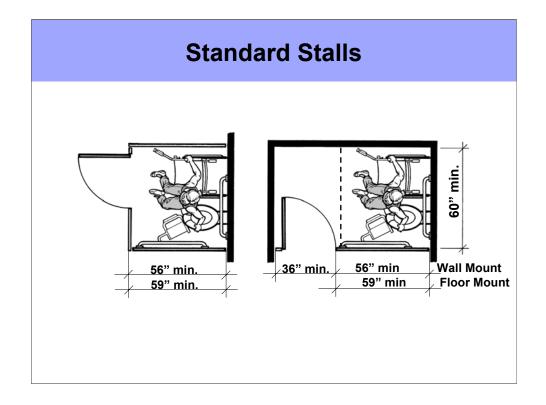


### **Maneuvering Space at Toilets**

Toilets in public and Common Use toilet rooms must comply with applicable clear floor space specifications in ANSI:

- 1. A 48" x 56" for side approach
- 2. A 60" x 56" for side or front approach
- 3. A 48" x 66" for front approach

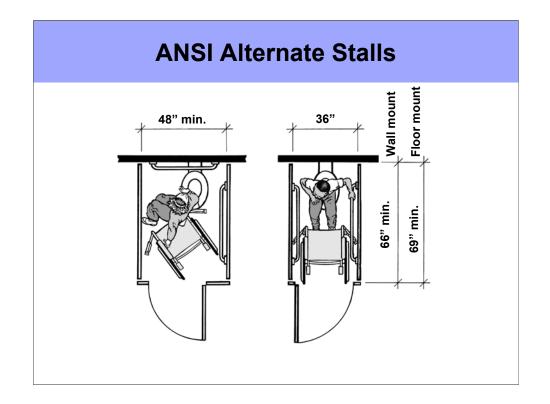
Grab bars at toilets must also be located in ANSI compliant locations.



### **Standard Stalls**

When toilets are located in stalls, ANSI provides two sets of specifications for standard size stalls.

Specifications are provided for a  $60'' \times 56''$  stall, which is generally the more accessible standard. Grab bar dimensions and locations are also provided.

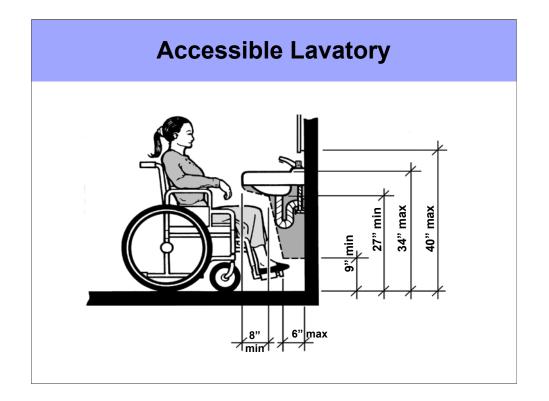


### **ANSI Alternate Stalls**

ANSI provides two sets of specifications for a narrower alternate stall.

In Common Use toilet rooms that are also for public use, such as toilets provided in leasing offices for use by prospective residents, ADA also applies. Both ANSI and ADAAG must be consulted.

For instance, in toilet rooms that have multiple stalls, ANSI allows designers to choose between the various accessible stalls, ADAAG, however, requires that at least one of the stalls must be a standard size stall (56"x60"). Since ADAAG provides the more accessible specifications, that would be the standard to apply.



#### **Accessible Lavatory**

When provided, lavatories in public and Common Use facilities must comply with knee space and maneuvering space standards in ANSI 4.19, Lavatories, Sinks, and Mirrors.

The illustration shows some, not all, of the dimensions for accessible lavatories.

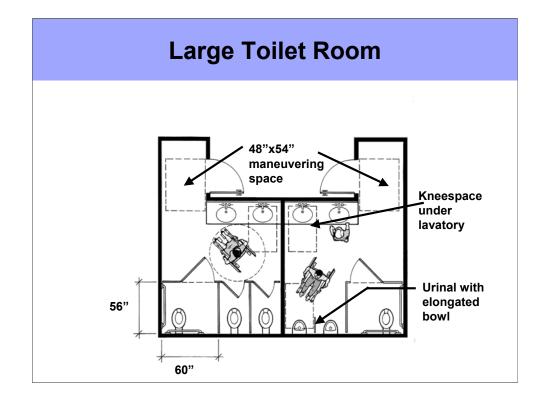
Faucets must be of a usable design, able to be used without tight grasping or twisting (levers work well).

There must be pipe protection for safety reasons.

The mirror must be mounted with the bottom reflective edge no higher than 40" above finish floor.

Paper towel dispensers must be mounted no higher than 48" for a front approach or 54" for a side approach.

A clear floor space 30"x48" may extend 19" beneath the lavatory.



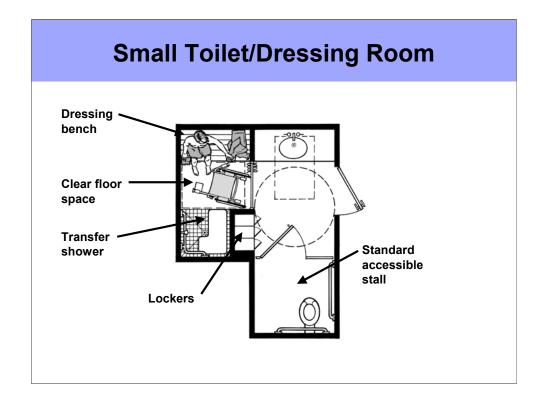
#### Large Toilet Room

A sample plan for a large toilet room is shown above with multiple toilets, lavatories, and urinals in the men's rooms.

A standard stall and one accessible lavatory are shown in each room. Additionally, the men's room includes a wall-hung urinal with elongated bowl.

Note also the 48''x 54'' maneuvering space at the push side of the doors (equipped with a latch and a closer) to permit a push side approach to the door. Within each bathroom there is also a 60'' diameter maneuvering space.

The Guidelines require that at least one of each fixture type provided in a toilet room be accessible.



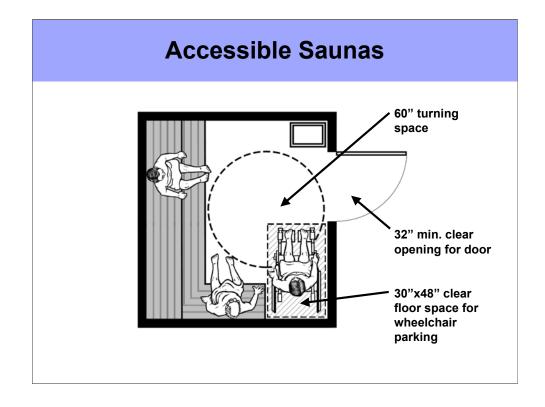
#### Small Toilet/Dressing Room

If showers are provided, for instance in a toilet room adjacent to a pool area, at least one must be accessible and comply with shower stall standards in ANSI.

This sample plan shows a  $36'' \times 36''$  transfer shower with a  $30'' \times 48''$  clear floor space parallel to the shower, beginning at the control wall.

Other features shown in this plan:

- 1. Accessible lavatory
- 2. Standard stall
- 3. 60" maneuvering space within the room
- 4. Lockers on an accessible route



#### Accessible Saunas

If a sauna is provided it must be made accessible, with the following provisions:

- 1. Maneuvering space with room for a wheelchair
- 2. Space for wheelchair seating area
- 3. No step at the entrance. If wood slat floors are used, they must be recessed into the floor construction to eliminate step at door
- 4. Sauna controls within reach range

#### Exercise

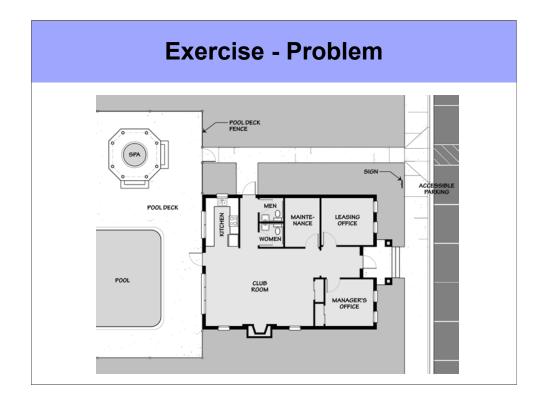
#### **Exercise Objective:**

- To test your understanding of the basic terms and concepts presented in this module
- To test your understanding of some of the basic features that must be made accessible under Requirement 2
- To acquire experience reviewing a floor plan and identifying non-compliant accessibility features required by the Fair Housing Act and the Americans with Disabilities Act

#### **Exercise Assignment:**

Identify the violations shown in the photograph and suggest solutions.

# **Violations and Suggested Solutions**



# **Violations and Suggested Solutions**

Participant Manual

# **Other Accessible Facilities**

- Mailboxes
- Laundry Rooms
- Car Wash
- Gazebo
- Play Area
- Trash Facilities
- Drinking Fountains
- Telephones
- Doors
- Exterior Gate

#### **Other Accessible Facilities**

The following series of slides will illustrate some of the other typical facilities provided in multifamily developments.

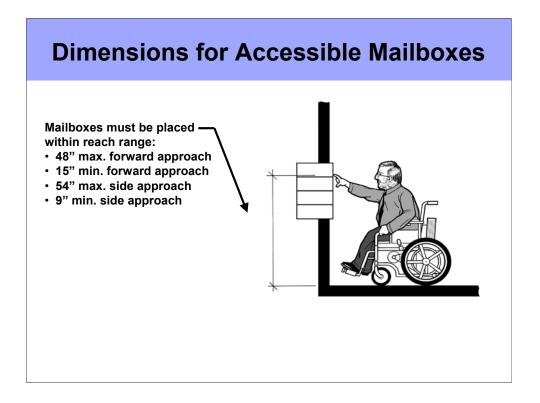
- mailboxes
- laundry rooms
- car wash
- gazebo
- play area
- trash facilities
- drinking fountains
- telephones
- doors
- exterior gate



#### **Accessible Mailboxes**

Mailboxes must be within reach ranges established in ANSI. Although not all of the mailboxes provided serve covered dwellings, it is recommended that all the mailboxes be placed within reach range.

This will ensure that regardless of the installed mailbox system, or established numbering system, mailboxes serving ground floor dwellings will be accessible.

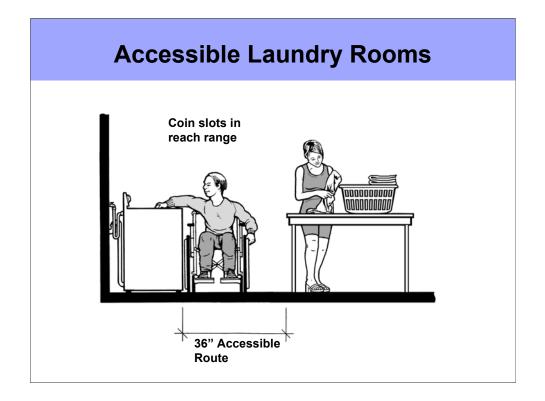


#### **Dimensions for Accessible Mailboxes**

Since ANSI does not provide a standard specifically for mailboxes, designers must consult ANSI for related human factors and performance specifications to design the accessible features.

Sections of such specifications in ANSI include:

- 4.2 Space allowances and reach ranges
- 4.3 Accessible route
- 4.4 Protruding objects
- 4.25 Controls and operations mechanisms



#### **Accessible Laundry Rooms**

Laundry rooms must be on an accessible route and wheelchair maneuvering space must be provided on the interior of the room.

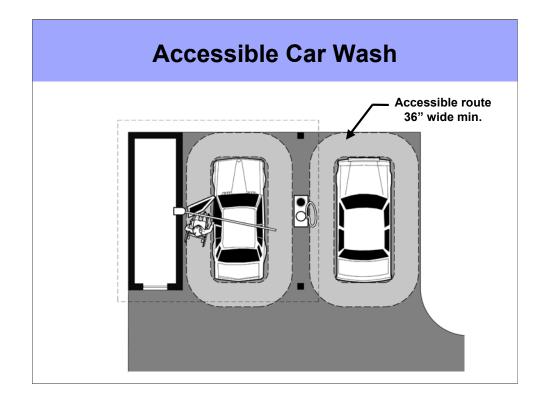
Top loading machines are permitted, but there should be a mechanical reacher available to assist someone in a wheelchair reach into the bottom of the washing machine.

Controls and coin slots should be within allowable reach range over an obstruction: 46" maximum height over an obstruction 24" deep if the top of the machine has a height of 34" or less.



#### Accessible Route to Car Wash

A car care area, if provided, must be on an accessible route.



#### Accessible Car Wash

There must be enough space for an accessible route around the car while parked in the wash area.

The controls which are built into a wall must be within reach range, including wands, operational controls, and coin slots.



#### Accessible Route to Garden-Type Structures

When gazebos and other covered garden-type structures are provided, they must be on an accessible route.

Other garden type features, when provided, must be made accessible including:

- Barbeque grills
- Victory gardens or other garden area for use by residents
- Patios
- Courtyards
- Roof Top Terraces
- Scenic Overlook Platforms



#### Accessible Route to Play Area

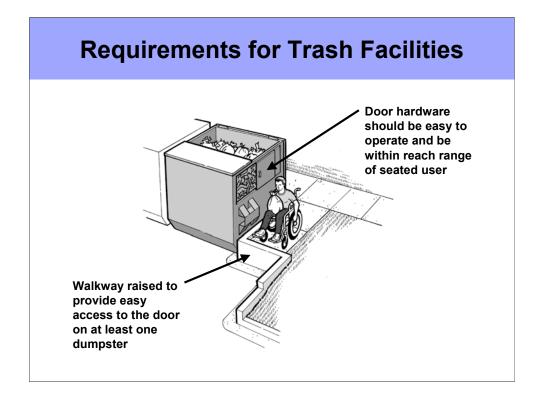
Playgrounds are not required to have hard surfaces, but an accessible route must be provided to the edge of the play area.



#### Accessible Trash Facilities

Trash dumpsters are a Common Use facility, and a sufficient number on the site must be on an accessible route. In the project depicted above, although not required, all the dumpsters have been recessed into the ground and equipped with lightweight, easy-lift lids. Such solutions use standard products and devices in innovative ways and benefit the community as a whole.

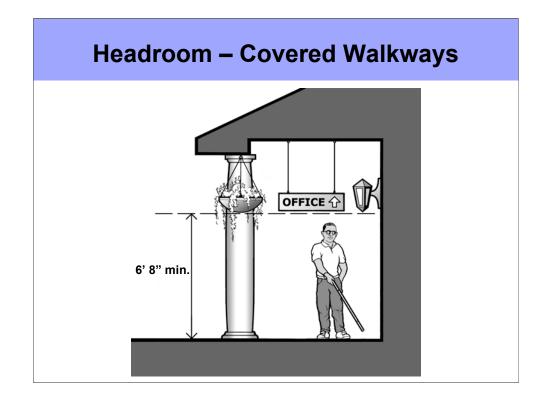
If enclosures are built around dumpsters, there must be an accessible entrance into the enclosure leading to the door of the dumpster.



#### **Requirements for Trash Facilities (continued)**

Many dumpster designs have doors and hopper edges that are too high.

Although not required, one possible solution that can be used on some sites is to provide an accessible route that is raised above the adjacent grade of dumpster.

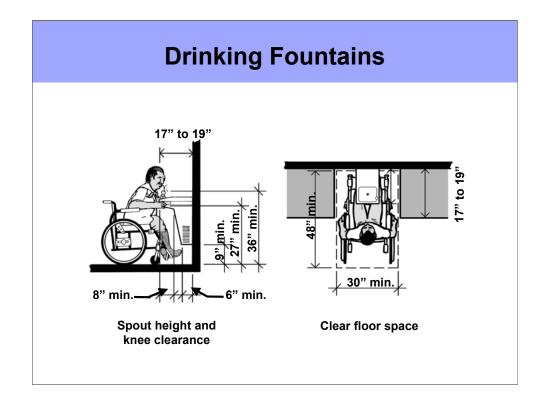


#### Headroom

ANSI provides specifications for minimum headroom clearance along accessible routes. On covered walkways where light fixtures and other features may be provided, there must be at least 6-feet 8-inches clear headroom.

Other features that may potentially obstruct headroom include:

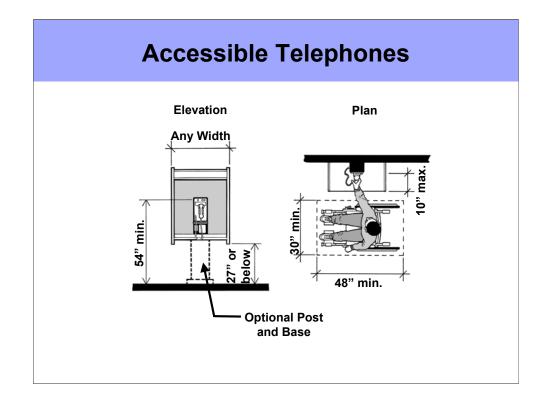
- Hanging or projecting signage
- Decorative column brackets



#### **Drinking Fountains**

Drinking fountains, when provided, must have ANSI compliant knee space and clear floor space. See ANSI 4.15, Drinking Fountains and Water Coolers.

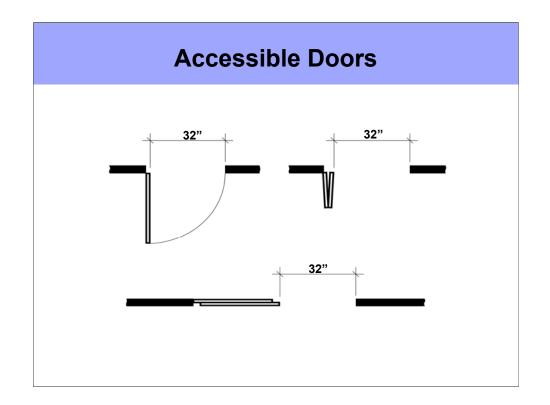
When drinking fountains are provided, the Guidelines require that 50% be made accessible.



#### **Accessible Telephones**

ANSI 4.29, Telephones, provides specifications for accessible public telephones.

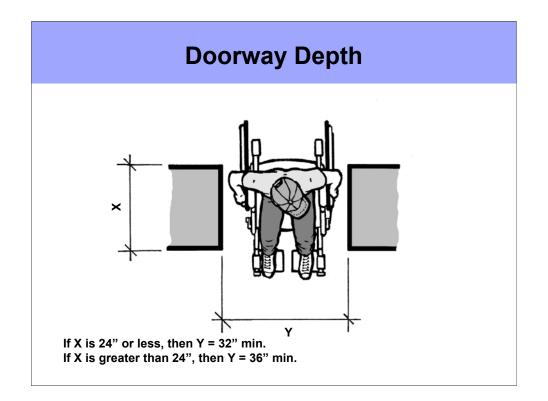
Dimensions are provided for clear floor space and mounting heights.



#### **Accessible Doors**

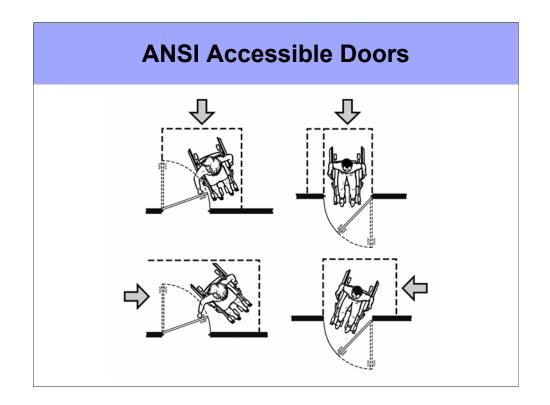
ANSI 4.13, Doors, provides detail specifications for accessible doors.

Accessible doors must provide a minimum 32" clear opening measured between the face of the door and the opposing door stop when the door is open 90 degrees.



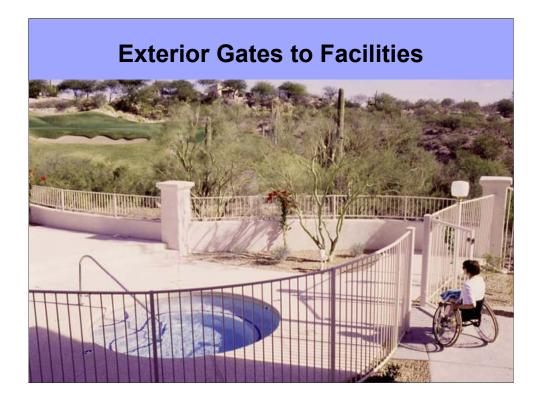
#### **Doorway Depth**

The maximum depth of a deep opening is 24". Openings deeper than 24" must be at least 36" wide.



#### **ANSI Accessible Doors**

Depending on the approach, ANSI 4.13, Doors, provides maneuvering space clearances at accessible doors. ANSI accessible doors must meet clear width requirements and requirements for thresholds, hardware, and opening force.



#### **Exterior Gates to Facilities**

Exterior gates that function as doors must be designed with ANSI compliant maneuvering space and be equipped with usable hardware.



#### **Accessible Door Fixtures**

All public and Common Use doors must be equipped with usable hardware that can be used without tight grasping or twisting.

Lever handle designs, such as the one depicted above, are a successful solution.



#### **Consultation of ANSI Specifications**

When designing accessible public and Common Use areas required by the Fair Housing Act, designers must consult ANSI for minimum specifications for the multitude of details and features that comprise the built environment.

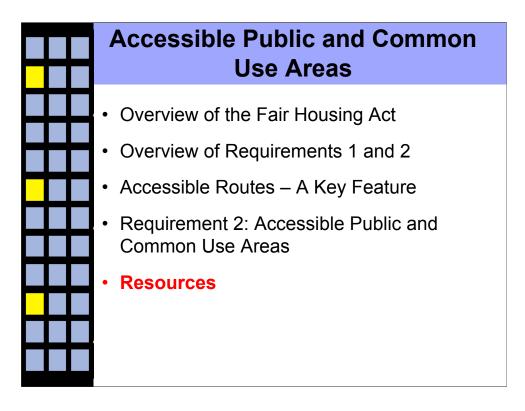


#### **Usable Facilities for All**

Designers should identify facilities and features that must be made accessible early in the design process.

The appropriate specifications and sections of ANSI can then be researched and applied early in the design process.

Public and Common Use areas that are designed to comply with the Fair Housing Act Accessibility Requirements can be designed to be beautiful and usable for all.



# <section-header><section-header>Fair Housing Accessibility FIRST<br/>Information Line<br/>1-888-341-7781 V/TTYImage: Colspan="2">Image: Colspan="2" Image: Col



# Comprehensive Training Curriculum

Course Title	Time (hours)
Fair Housing Act Accessibility Requirements Overview	1 (Short) or 4 (Long)
Design and Construction Requirements of the Fair Housing Act: Technical Overview	3
Disability Rights Laws	1.5
Fair Housing Act Enforcement	1.5
Strategies for Compliant Kitchens	1.5
Strategies for Compliant Bathrooms	1.5
Accessible Routes	1.5
Accessible Public and Common Use Areas	1.5
Common Design and Construction Violations and Solutions	1.5
Making Housing Accessible Through Accommodations and Modifications	1.5

www.FairHousingFIRST.org (888) 341-7781

# Fair Housing Act and Related Standards

Standard	Where to Obtain
Fair Housing Act as Amended (Title VIII of the Civil Rights Act)	www.FairHousingFIRST.org
	(888) 341-7781 (V/TTY)
Fair Housing Act Guidelines*	www.FairHousingFIRST.org
	(888) 341-7781 (V/TTY)
Fair Housing Act Design Manual*	Disseminated at training
	www.huduser.org
	(800) 245-2691 TDD: (800) 483-2209
International Building Code*	www.intlcode.org
	(703) 931-4533
ANSI A117.1 (1986)*	www.intlcode.org
	(703) 931-4533
CABO/ANSI A117.1 (1992)*	www.bocai.org
	(800) 214-4321
ICC/ANSI A117.1 (1998)*	www.intlcode.org
	(703) 931-4533
Code Requirements for Housing Accessibility 2000 (CRHA)*	www.bocai.org
	(800) 214-4321
Section 504 of the Rehabilitation Act	www.hudclips.org
	(301) 519-5395
Uniform Federal Accessibility Standards	www.access-board.gov
•	(800) 872-2253, TTY: (800) 872-2253
Architectural Barriers Act of 1968	www.access-board.gov
	(800) 872-2253, TTY: (800) 872-2253
Americans with Disabilities Act of 1991, Title II and Title III	www.access-board.gov
,	(800) 872-2253, TTY: (800) 872-2253
ADA Accessibility Guidelines	www.access-board.gov
······	(800) 872-2253, TTY: (800) 872-2253

\*Denotes HUD Safe Harbor

# **Publications**

Listed in alphabetical order with the following designations based on topic.

C – Code; D – Design; L – Legal; DA – Disability Advocacy

Туре	Resource Name	Description	Where to Obtain
D	Accessible Cabinetry	Describes state-of-the-art cabinetry designed to facilitate use by people with disabilities.	www.design.ncsu.edu/cud/ (800) 647-6777 (voice or TTY)
D	Accessible Environments: Toward Universal Design	Overview of the concept of universal design in everyday environments. Contains design illustrations and history of the disability rights movement.	www.design.ncsu.edu/cud/ (800) 647-6777 (voice or TTY)
D	Accessible Plumbing	Describes state-of-the-art in accessible plumbing fixtures and accessories.	www.design.ncsu.edu/cud/ (800) 647-6777 (voice or TTY)
D	Accessible Stock House Plans Catalog	Contains floor plans and perspectives for six accessible homes.	www.design.ncsu.edu/cud/ (800) 647-6777 (voice or TTY)
D	A Consumer's Guide to Home Adaptation	Includes worksheets for evaluating needs in the home, illustrated construction plans for grab bars, ramps, and other accessible elements, and resource listings for products.	www.design.ncsu.edu/cud/ (800) 647-6777 (voice or TTY)
С	HUD Review of Model Building Codes Final Report		www.hud.gov/offices/fheo/disabiliti es/modelcodes/
DA	New Mobility Magazine		www.newmobility.com
L	The New Fair Multifamily Housing: A Design Primer to Assist in Understanding the Accessibility Guidelines of the FHAct	Provides a basic understanding of the accessibility requirements of the FHAct. Also includes illustrated solutions and examples from existing projects.	www.design.ncsu.edu/cud/ (800) 647-6777 (voice or TTY)
L	Rights and Responsibilities of Tenants and Landlords under the Fair Housing Amendments Act	Outlines the rights and responsibilities of tenants with disabilities and landlords under the FHAct.	www.design.ncsu.edu/cud/ (800) 647-6777 (voice or TTY)
D	Tenant's Guide to Apartment Modifications: An Idea Source Pamphlet to Simple, Low-cost Modifications to Increase Accessibility in Apartments	Presents illustrated ideas for low-cost modification that are commonly made to rental dwellings.	www.design.ncsu.edu/cud/ (800) 647-6777 (voice or TTY)

# Websites and Organizations

Listed in alphabetical order with the following designations based on topic. C – Code; D – Design; DA – Disability Advocacy; G – Government; L – Legal; T – Trade ; O – Other

Туре	Organization	URL
0	American Association of Retired Persons	www.aarp.org
DA	American Association of People with Disabilities	www.aapd.org
G	Access Board	www.access-board.gov
С	Adaptive Environments	www.adaptenv.org
DA	American Association of People with Disabilities	www.aapd-dc.org
Т	American Bankers Association	www.aba.com
Т	American Bar Association	www.abanet.org
DA	American Disabled for Attendant Programs Today	www.adapt.org
Т	American Institute of Architects	www.aia.org
DA	American Seniors Housing Association	www.seniorshousing.org
Т	American Society of Civil Engineers	www.asce.org
Т	American Society of Interior Designers	www.asid.org
L	Bazelon Center for Mental Health Law	www.bazelon.org
D	Bob Vila	www.bobvila.com - special features
D	Center for Inclusive Design and Environmental Access	www.ap.buffalo.edu
D	Center for Universal Design	www.design.ncsu.edu/cud/index.html
G	Centers for Medicare and Medicaid Services	www.cmms.gov
DA	Consortium for Citizens with Disabilities	www.c-c-d.org
D,L	Cornucopia of Disability Information (CODI)	www.codi.buffalo.edu
G	Department of Agriculture	www.usda.gov
G	Department of Justice	www.usdoj.gov
G	Department of Treasury	www.treasury.gov
DA	Disability Rights Action Coalition for Housing	www.libertyresources.org/housing/nac.html
DA	Eastern Paralyzed Veterans Association	www.epva.org
Т	Institute for Real Estate Management	www.irem.org
С	International Code Council	www.intlcode.org
L	The John Marshall Law School Fair Housing Legal Support	
	Center	http://law170.jmls.edu/
D	NAHB Research Center	www.nahbrc.org
Т	National Affordable Housing Mgmt. Assoc.	www.nahma.org
Т	National Apartment Association	www.naahq.org
Т	National Association of Home Builders	www.nahb.org
Т	National Association of Realtors	www.nar.realtor.com
T, D	National Association of the Remodeling Industries	www.nari.org
G	National Council on Disability	www.ncd.gov
С	National Conference of States on Building Codes and Standards (NCSBCS)	www.ncsbcs.org
DA, L	National Fair Housing Advocate Online	www.fairhousing.com
DA	National Fair Housing Alliance	www.nationalfairhousing.org
D	National Kitchen and Bath Association	www.nkba.org
Т	National Low Income Housing Coalition	www.nlihc.org
Т	National Multi Housing Council	www.nmhc.org
DA	National Organization on Disability	www.nod.org
D, DA	National Resource Center on Supportive Housing and Home Modification	www.homemods.org
DA	Paralyzed Veterans of America	www.pva.org
D	Technical Assistance Collaborative	www.toolbase.org
DA	Wemedia	www.wemedia.com
DA	World Institute on Disability	www.wid.org