



# ADA COMPLIANCE DIVISION

Metropolitan Government of Nashville & Davidson County

## Facility On-Site Check List

Facility Name: \_\_\_\_\_

Address: \_\_\_\_\_

Completed By: \_\_\_\_\_

Date: \_\_\_\_\_

1. Building info	YES	NO	N/A	Notes	Number of
What document was used for assessment?					
Is it new or existing facility or building?					
What year was building constructed?					
When was last construction/ Rehab?					
<b>2. Accessible route within the boundary and ROW including the public transportation stop.</b>					
Is a clear 60-inch path of travel maintained through out the site?					
Is there signage identifying accessible entrance if all are not accessible?					
Are all driveway ramps and curb ramps up to Metro Public Works standards? If not please note measurements.					
Are all sidewalks are up to metro Public Works spec's running slope of 5% and cross slope of 2%? If not please note measurements.					
Do Ramps maintain a 1:12 (8.33%) or less running slope for no more than 30 inches of rise? If not please not measurements.					
Do ramps have a 2% cross slope? If not please not measurements.					
Are handrails used on ramps with more than 6-inches of rise?					
Do handrails have a return on the top and bottom of the ramp? If not explain.					
Are handrails mounted at 34-38 inches above the ramp?					
What is the height of the tread risers?					
Is the tread surface compliant?					

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URL: [http://www.nashville.gov/finance/support\\_services/ada/ada\\_compliance.htm](http://www.nashville.gov/finance/support_services/ada/ada_compliance.htm)

2.Accessible route within the boundary and ROW including the public transportation stop.	YES	NO	N/A	Notes	Number of
Is the nosing compliant?					
Are the handrails compliant?					
What is the width of stairs?					
Do the stairs maintain a 2% slope?					
Is there signage locating accessible route around the stairs?					
<b>3.Parking spaces / passenger drop off zones</b>					
Does the accessible parking spots correspond with the number of regular spots as shown in table 208.2 pg.19 of the ADA act of the 1999 Federal Register?					
Please list number of accessible spots and regular spots.					
Is there one van accessible spot (with signage stating van accessible) for every eight or fraction of eight accessible spots?					
Are the accessible spots marked with signage stating that they are accessible?					
Are the signs mounted at 60 inches measured from the bottom of the top sign to the ground?					
Is the metro fine signage shown at each accessible spot?					
Are the accessible spots located on the closest path to the building or facility? If not then explain.					
Is there no more than a 2% (1:48) cross slope in any direction on the parking and access aisle?					
Are the access aisles free of obstructions? If not explain.					
Are the van access aisles marked as eight foot?					
Are the car access aisles marked as five foot?					
Is there an accessible route leading from the parking to the facility?					
<b>4.Doors leading in the building</b>					
Is there a 5x5 level landing at the door?					
Is the door hardware accessible? If not explain.					
Is the hardware mounted at an accessible height? Please list height?					
Is the door at least 32" wide?					
Is the threshold ½ inch maximum or less? If no explain?					
Do the doors have the proper maneuvering clearance located on the sides? If not please not which ones.					

4. Doors leading in the building	YES	NO	N/A	Notes	Number of
Do all interior doors operate with less than 5lbs of pressure max? (Does not apply to exterior door)					
<b>5. Access to all the required rooms</b>					
Is there a clear 36" path of travel and accessible entrance door to all required rooms?					
Are there rooms that are not accessible? If so explain.					
Are there any protruding objects (water fountains, fire extinguishers, etc)? *Any thing that is 27 inches minimum and 80 inches maximum.					
Is there any change of elevations greater than 1/4" vertical up to 1/2" beveled?					
Is signage provided?					
Is signage between 48-60 inches?					
Is signage located on the latch side of the door?					
<b>6. Work areas</b>					
Are work area's designed and constructed for approach, enter, and exit?					
<b>7. Public use and Common use areas</b>					
Are there Public use areas? * Interior or exterior rooms, spaces, or elements that are made available to the public.					
Are there Common use areas? *Interior or exterior circulation paths, rooms, spaces or elements that are not for public use and are made available for the shared use of two or more people.					
<b>A. Restrooms</b>					
How many restrooms are on site?					
How many on each floor?					
How many gang toilets?					
How many staff toilets?					
How many classroom toilets?					
Are adult or children heights used?					
Are the restrooms single use or multiple use?					
Is the restroom unisex?					
Is room signage provided?					
Do the doors have the compliant maneuvering clearance located on the sides?					
Does the door have a closer?					
Does the door have a latch?					
What type of hardware is used on the door?					
Is the door a minimum of 32 inches wide?					
Is the threshold 1/2 inch maximum or less? If no explain?					

A. Restrooms	YES	NO	N/A	Notes	Number of
Does the door swing into the clear floor space of any fixture? If so which one and why?					
Is there 5'x5' turning radius or other wheelchair turning space configuration in room? Which configuration is used?					
Are the sinks at the proper height?					
Are the pipes insulated or hid? Please note which one.					
Do the sinks have operable hardware?					
Is there a clear floor space located in front of the sinks?					
Are the soap and towel dispensers at proper height?					
Are the mirrors at the proper height?					
Are the urinals at the proper height and depth from wall and floor?					
Are the flush controls for the urinals at the proper height?					
Is there a clear floor space in front of the urinals?					
Is an ambulatory stall needed (six or more stalls in restroom)?					
Are the ambulatory stalls the proper width and depth?					
Are the grab bars in the ambulatory stalls compliant?					
Do the doors to both ambulatory and accessible stalls meet the 32" wide?					
Does the door hardware on both stalls meet the operable parts?					
Are door pulls located on both sides of the door?					
If coat hooks and shelves are installed do they fall within the reach ranges?					
Are grab bars installed in both accessible stalls at the proper height?					
Does the accessible stall door swing out unless it has room to swing in without swinging into clear floor space of toilet?					
In the accessible water closet does it have the required dimensions (is toe clearance needed)?					
Does it have the 60" clear floor space measured perpendicular from wall?					
Is toilet at proper height and distance from sidewall?					
Is toilet paper dispenser at proper height and proper distance from toilet?					
Baby changing tables at 34" high w\ proper knee and toe clearance?					
Is the baby-changing table located outside of the water closet?					
Accessible showers (what type). Listed below are for transfer type?					

A. Restrooms	YES	NO	N/A	Notes	Number of
Is the 12" clearance located on the outside transfer side of shower?					
Are the curbs less than ¼" leading (in or out) shower?					
Is seat height for the shower at 17- 19 inches?					
Is seat depth correct?					
Are the dimensions surrounding the bench and the wall compliant?					
Are the controls at the proper height and centered correctly?					
Are the grab bars the proper height and length?					
Are the shower controls correct (operable parts)?					
Is the hand held shower unit provided?					
Does the handheld shower unit have an on/off switch?					
B. Break rooms					
How many break rooms are on site?					
Do the doors have the compliant maneuvering clearance located on the sides?					
Does the door have a closer?					
Does the door have a latch?					
What type of hardware is used on the door?					
Is the threshold ½ inch maximum or less? If no explain.					
Is there a wheel chair turning radius within room?					
Is the Counter height and depth accessible?					
Do the cabinets meet the square footage percentage of usable storage space?					
Are all appliances accessible (stoves, fridges, microwaves etc.)?					
Is the sink accessible and have knee and toe clearance with insulated pipes and operable hardware?					
C. Common use Kitchens					
How many Kitchens are on site?					
Do the doors have the compliant maneuvering clearance located on the sides?					
Does the door have a closer?					
Does the door have a latch?					
What type of hardware is used on the door?					
Is the threshold ½ inch maximum or less? If no explain.					
Is there a wheel chair turning radius within room?					
Is the Counter height and depth accessible?					
Do the cabinets meet the square footage percentage of usable storage space?					
Are all appliances accessible (stoves, fridges, microwaves etc.)?					

C. Common use Kitchens	YES	NO	N/A	Notes	Number of
Is the sink accessible and have knee and toe clearance with insulated pipes and operable hardware?					
<b>D. Locker rooms</b>					
Do the doors have the compliant maneuvering clearance located on the sides?					
Does the door have a closer?					
Does the door have a latch?					
What type of hardware is used on the door?					
Is the door a minimum of 32 inches wide?					
Is the threshold ½ inch maximum or less? If no explain?					
Is there 5'x5' turning radius or other wheelchair turning space configuration in room? Which configuration is used?					
Is the ADA bench provided? If no then explain.					
Are 5% but not less than 1 of the lockers accessible?					
Are the reach ranges used for any thing that might be in the room?					
<b>E. Classrooms</b>					
Do the doors have the compliant maneuvering clearance located on the sides?					
Does the door have a closer?					
Does the door have a latch?					
What type of hardware is used on the door?					
Is the door a minimum of 32 inches wide?					
Is the threshold ½ inch maximum or less? If no explain?					
Is there 5'x5' turning radius or other wheelchair turning space configuration in room? Which configuration is used?					
Are 5% but not less then 1 desk counter or workstation accessible?					
Are the counter tops mounted at 34 inches?					
Is 50 % of upper shelf space accessible?					
Is 50% of lower shelf space accessible?					
<b>F. Meeting rooms</b>					
Is there 5'x5' turning radius or other wheelchair turning space configuration in room? Which configuration is used?					
Are desk and tables accessible?					
<b>G. Assembly areas</b>					
Do the doors have the compliant maneuvering clearance located on the sides?					
Does the door have a closer?					
Does the door have a latch?					
What type of hardware is used on the door?					

G. Assembly areas	YES	NO	N/A	Notes	Number of
Is the door a minimum of 32 inches wide?					
Is the threshold ½ inch maximum or less? If no explain?					
Is there 5'x5' turning radius or other wheelchair turning space configuration in room? Which configuration is used?					
Is accessible seating provided on an accessible route? If no then explain.					
If payphones are provided is there a TTY provided on the floor?					
Are the reach ranges used for any thing that might be in the room?					
<b>H. Stores or places of purchases</b>					
Do the doors have the compliant maneuvering clearance located on the sides?					
Does the door have a closer?					
Does the door have a latch?					
What type of hardware is used on the door?					
Is the door a minimum of 32 inches wide?					
Is the threshold ½ inch maximum or less? If no explain?					
Is there 5'x5' turning radius or other wheelchair turning space configuration in room? Which configuration is used?					
Is a clear path of travel maintained within the room?					
Is the counter height accessible?					
What kind of approach to counter (parallel or forward)?					
<b>8.Fire alarms</b>					
What is the height of strobe?					
Are audible alarms provided?					
Are fire alarms Located in every public, common use and work areas including hallways and stairways except closets and storage areas?					
<b>9.Stairs</b>					
Is it an alteration or new construction?					
What is the height of the tread risers?					
Is the tread surface compliant?					
Is the nosing compliant?					
Are the handrails compliant?					
What is the width of stairs?					
Do the stairs maintain a 2% slope?					
Is there an area of refuge located within the stairway?					
Is there signage locating accessible route around the stairs?					

10.Elevators	YES	NO	N/A	Notes	Number of
List weather new or existing (different applications for each).					
Passenger or freight?					
Are the call buttons and location of (inside and out) compliant?					
Are the signals (hall, audible, visible) compliant?					
Are the visible indicators compliant?					
Are the height and size of all buttons compliant?					
Is all signage (tactile type located on hoist entrances) compliant?					
Does the door operation and amount of time it stays open for responses compliant?					
Are the dimensions of cars compliant?					
Are Emergency communications provided?					
11.Accessible means of egress					
Do the stairs meet the guidelines?					
Do Interior and exterior stairs that are part of a means of egress comply?					
If all new construction then an area of refuge is required unless the building has an automatic sprinkler system.					
To be considered an accessible means of egress does the elevators have back up power?					