



**ADA Compliance Division**  
 Metropolitan Government of Nashville & Davidson County  
 Lindsley Hall - Fulton Campus ▪ 730 2<sup>nd</sup> Avenue South



## Project Review Request

*This request form must be completed and submitted to the ADA Compliance Division by the Metro Department Affiliate or the project manager.*

Date Submitted to ADA : \_\_\_\_\_

Permit Application # \_\_\_\_\_

Affiliate Metro Department : \_\_\_\_\_

Metro Department Contact : Name \_\_\_\_\_

E-Mail \_\_\_\_\_ Phone \_\_\_\_\_

Project Name : \_\_\_\_\_

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

Zip Code : \_\_\_\_\_

Anticipated . . .

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

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

Cost : \_\_\_\_\_

Full Scope of Work (describe all construction activities) :

Project Description (check all applicable) :

- |  |  |
|--|--|
| <input type="checkbox"/> New Construction  | <input type="checkbox"/> Playground, Athletic Field, Recreation Area |
| <input type="checkbox"/> Renovation        | <input type="checkbox"/> Maintenance                                 |
| <input type="checkbox"/> ADA Upgrades Only | <input type="checkbox"/> Roof  |
| <input type="checkbox"/> Infrastructure    | <input type="checkbox"/> Changes to Program or Service               |

20% Cost of Alteration to Primary Function Area / OR / 20% Cost of Milling & Paving : \_\_\_\_\_

Construction Project Manager :

Registered Design Professional (if applicable) :

Name \_\_\_\_\_

Address \_\_\_\_\_

E-Mail \_\_\_\_\_

Phone \_\_\_\_\_

**NOTICE: Request must be submitted along with a final set of bid plans.**

# ADA Compliance Division Project Requirements

It is the responsibility of the project architect, engineer, and professional designer to ensure that each project is designed to fully comply with the Americans with Disabilities Act (ADA) Standards for Accessible Design adopted by Metro. Toward that end, the ADA Compliance Division will conduct a courtesy plans review to help identify deficiencies in the design as it relates to those standards. The review is not an approval of the submitted plans but rather is an exercise to assist the responsible designer with ADA compliance.

In an effort to assist the design professional, project manager, and construction personnel, the ADA Compliance Division will conduct field audits when requested as permitted by available personnel. Nevertheless, regardless of whether or not a field audit is conducted, the ultimate responsibility for complying with current, applicable, ADA standards lies with the design professional, project manager, and construction personnel. (Note: The ADA Compliance Division is not licensed to and does not offer design services.)

Issues of design or field conditions non-compliance with ADA standards must be resolved by the design professional and the project manager/construction personnel. Additionally, any discrepancies between design drawings and actual field conditions must be resolved by the professional designer and the project manager/construction personnel in a manner that will fully comply with applicable ADA standards.

Construction activities must be conducted in a manner that ensures compliance with ADA standards, and ALL ADA issues identified by the ADA review or inspections must be addressed in full compliance with ADA standards before the ADA Compliance Division will concur with issuing a final Use and Occupancy Permit.

The following language **MUST** be on all sets of construction plans :

*All design and construction activities shall be completed in full compliance with the Americans with Disabilities Act (ADA) 2010 Standards for Accessible Design adopted by Metro.*