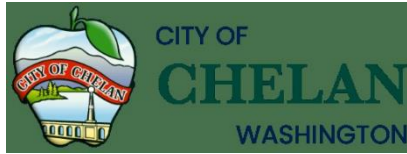




CITY OF CHELAN

ADA Transition Plan

PREPARED BY Transpo Group
12131 113th Ave NE, Ste. 203
Kirkland, WA 98034



City of Chelan

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For questions about the City of Chelan ADA Transition Plan or for access to an alternate format of this document email the Chelan ADA Coordinator/ Public Works Director Jake Youngren at:
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Or call 509-682-8030 (voice)

For those who are deaf or hard of hearing, the Washington State Relay can be contacted at 711 for assistance in making a request to the City.



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Executive Summary

This Americans with Disabilities Act (ADA) Self-Evaluation and Transition Plan establishes the City of Chelan's ongoing commitment to providing equal access for all, including those with disabilities. In developing this plan, the City of Chelan has undertaken a comprehensive evaluation of its facilities and policies related to the public rights-of-way to determine what types of access barriers exist in these facilities for individuals with disabilities. This plan will be used to help guide future planning and implementation of necessary accessibility improvements. Both the Self-Evaluation and the Transition Plan are required elements of the federally mandated ADA Title II, which requires that government agencies provide equal access to the programs and services they offer. While the ADA applies to all aspects of government services, **this document focuses on City of Chelan facilities within the public right-of-way, and includes attributes of sidewalks, curb ramps, bus stops, parking stalls, and pedestrian push buttons.**

This document summarizes the Self-Evaluation, which includes an accessibility assessment of pedestrian facilities as well as practices and procedures which relate to them, such as curb ramp design standards. It also contains a Transition Plan, which identifies a schedule for the removal of barriers and identifies how the City will address requests for accommodations in a timely and consistent manner.

The City's objective is to remove physical barriers associated within the public right-of-way using existing and future funding programs including the Sidewalk Replacement Program, routine maintenance, and Transportation Improvement Program. The City is committed to removing these barriers and in future years will implement projects to remove barriers identified in this plan. In addition, the City is continually working towards maintaining ADA compliance for all future capital improvement projects, permitted development, and any other construction activities within the right-of-way.

1 Introduction

1.1 Plan Requirement

The *Americans with Disabilities Act (ADA)* was enacted on July 26, 1990, and provides comprehensive civil rights protections to persons with disabilities in the areas of employment, state and local government services, and access to public accommodations, transportation, and telecommunications.

Cities, counties, and other government agencies are required to have an ADA self-evaluation and transition plan when they grow beyond a threshold of 50 employees. Accessibility requirements extend to all public facilities. The scope of this plan is focused on accessibility within the public rights-of-way.

There are five titles, or parts, to the ADA of which Title II is most pertinent to travel within the public right-of-way. Title II of the ADA requires public entities to make their existing programs accessible “except where to do so would result in a fundamental alteration in the nature of the program or an undue financial and administrative burden.” Pedestrian facilities within the public right-of-way are considered part of the City’s programs.

This effort was initiated by the City of Chelan to satisfy the requirements of ADA Title II Part 35, Subpart D – Program Accessibility § 35.150 (d)(3) which states:

The plan shall, at a minimum—

- (i) Identify physical obstacles in the public entity's facilities that limit the accessibility of its programs or activities to individuals with disabilities;
- (ii) Describe in detail the methods that will be used to make the facilities accessible,
- (iii) Specify the schedule for taking the steps necessary to achieve compliance with this section. If the time period of the transition plan is longer than one year, the plan shall

identify steps that will be taken during each year, and

- (iv) Indicate the official responsible for implementation of the plan.

To determine the physical obstacles in a public entity’s facility, the proper standards and guidance must be identified for each feature type.

The 2010 *ADA Standards for Accessible Design (ADAS)* is the standards document in which all Federal ADA standards are collectively held. The 2010 ADAS and regulations from the 28 CFR Part 36 replaced the 1991 ADA (ADA Accessibility Guidelines (ADAAG)).

The *Revised Draft Guidelines for Accessible Public Rights-of-Way* was published by the United States Access Board in 2005 to provide guidance on establishing accessible facilities within the right-of-way. The United States Access Board’s *Proposed Guidelines for Pedestrian Facilities in the Public Right-of-Way, or PROWAG*, was then published for comment in 2011 before the final rule was published in the Federal Register on August 8, 2023 as a revised set of guidelines for right-of-way pedestrian facilities. While the guidelines have not yet been adopted as federal standards, many public entities currently use the current PROWAG as ‘best practice’ for features within the public rights-of-way. This practice has been endorsed by the Federal Highway Administration (FHWA), the US Access Board, and is the standard that the Washington State Department of Transportation adheres to.

This project and the data collection activities that evaluated facilities in the public right-of-way were started prior to the August 8, 2023, final ruling. Therefore, all facilities were evaluated against the 2011 draft guidelines.

1.2 Plan Structure

The structure of this plan was organized to closely follow federal ADA transition plan requirements. This includes:

Chapter 1 – Introduction Describes the legal requirements of an ADA Transition Plan and the policies used to guide this self-evaluation.

Chapter 2 – Self-Evaluation Documents Self-Evaluation methods and findings for policies, practices, design standards, and pedestrian facilities that result in accessibility barriers.

Chapter 3 – Stakeholder Engagement Documents public engagement methods and findings.

Chapter 4 – Pedestrian Barrier Removal Methods and Schedule Provides an overview of existing barrier removal approaches employed by the City, describes barrier removal priorities, and develops a total planning level cost estimate for the removal of existing accessibility barriers and an accompanying schedule.

Chapter 5 – Recommendations and Next Steps Provides a set of recommendations to inform the implementation of this Transition Plan and the ongoing removal of accessibility barriers.

Several associated appendix items are included to supplement this plan.

2 Self-Evaluation

Title II of the Americans with Disabilities Act (ADA) requires that jurisdictions evaluate services, programs, policies, and practices for compliance with the nondiscrimination requirements of the ADA.

This chapter describes the methods and findings of the Self-Evaluation. Section 2.1 provides an overview of ADA-related City policies. Next, Section 2.2 reviews city practices and design standards. Finally, Section 2.3 summarizes the Self-Evaluation's field data collection methods and findings regarding existing pedestrian facilities, such as sidewalks and curb ramps.

2.1 Policy Review

The City of Chelan primarily addresses pedestrian facilities in their (2015) *City of Chelan Development Standards Manual (CDSM)*, and *Chelan, WA Code of Ordinances*. The *City of Chelan Comprehensive Plan (2017)* also includes goals and policies that address pedestrian connectivity.

The policies and standards were reviewed against the *Access Board's Proposed Guidelines for Pedestrian Facilities in the Public Right-of-Way, PROWAG 2023* and recommendations were provided to fill gaps as they relate to the ADA.

2.1.1 Method

These documents were reviewed for content that relate to existing ADA programs, policies, and practices.

2.1.2 Findings

Chelan's *Comprehensive Plan*, required by Washington State's *Growth Management Act (GMA)*, articulates a series of goals, policies, objectives, actions, and standards that are intended to guide the day-to-day decisions by the City staff. The latest version of this plan was adopted in 2017. The plan elements include land use, housing, capital facilities, utilities, transportation, economic development, parks

and recreation, environmental protection, and shoreline management. The City has initiated an update of its *Comprehensive Plan* as part of the 2026 GMA periodic update cycle. Goals and policies connected to transportation, specifically pedestrian facilities, within the 2017 adopted *Comprehensive Plan* include the following:

- Consider provisions for non-motorized and pedestrian features in the design of all roadway and bridge projects.
- Identify and work to reduce safety deficiencies for all modes of transportation, including motor vehicles, bicycles and pedestrians.
- Embrace Complete Streets principles to provide a safe and convenient transportation network that accommodates all users including pedestrians, bicycles, transit users, children, the elderly, and people with disabilities.
- Provide for improved standards of road widths to include pedestrian routes, transit access, Americans with Disabilities Act accommodations, and other non-motorized transportation/circulation corridors.
- Assign top priority to development of pedestrian and non-motorized transportation links to public facilities such as schools, parks, and local government offices.

2.2 Practices and Design Standards

Practices and design standards that meet accessibility standards are essential to ensure that new or upgraded pedestrian facilities are accessible and therefore reduce the number of accessibility barriers throughout the city.

This section summarizes a review of the *Chelan Development Standards Manual* (revised January 2015) (CDSM), *City of Chelan Municipal Code* (CMC), and the 2017 *City of Chelan Comprehensive Plan* to identify any barriers to accessible design. The review was conducted in April 2024. For greater detail on the practices and standards review, see Appendix A for a barrier audit memo.

2.2.1 Method

The *Chelan CDSM* and *CMC* were reviewed for compliance with ADA guidelines found in the *2023 Proposed Guidelines for Pedestrian Facilities in the Public Right-of Way (PROWAG)*.

2.2.2 Findings

The *Chelan CDSM* and *CMC* maintain adopted design standard plans and guidelines for sidewalks, curb ramps, parking spaces and driveways. Figure 2-1 shows where the standard plans and municipal code can be accessed via the City's website.

The City's design standards and code are limited to guidance for sidewalks, pathways, curb ramps, parking spaces, driveways, and bus stops. This represents a portion of the design elements associated with ADA compliance. This review recommends several changes to the current City standards to achieve ADA compliance and improve clarity. Most recommendations to the City standards were intended to improve clarity, increase consistency across figures, and provide a greater level of detail for design elements that have not yet been addressed.

The City standards and code do not address crosswalks, handrails, wheelchair ramps, or alternative pedestrian access routes. For many of these items, the standards refer to other publications to guide regulatory conformity.

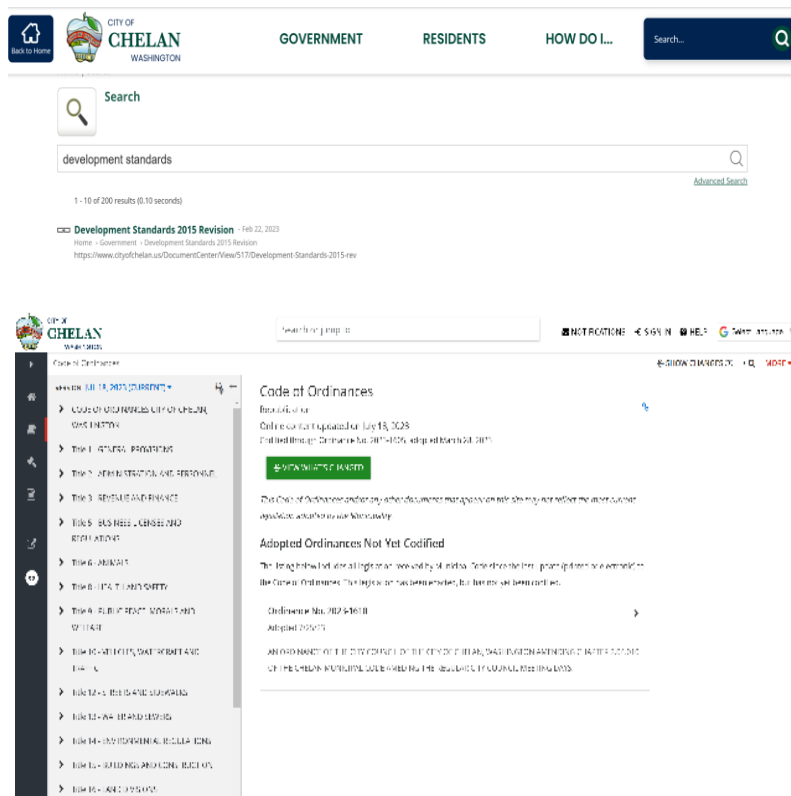


Figure 2-1 City of Chelan Municipal Code and City of Chelan Webpages

2.3 Existing Pedestrian Facilities

The Self-Evaluation inventoried barriers to access associated with existing pedestrian facilities, including curb ramps, sidewalks, and pedestrian push buttons, as required by ADA *Title II Part 35, Subpart D – Program Accessibility § 35.150 (d)(3)*. Each facility and its associated barriers were field inventoried and cataloged within the project’s geographic information system (GIS) database.

Many existing pedestrian features within Chelan’s right-of-way contain barriers and require improvements to meet current ADA standards. It is important to note that many of these facilities were constructed before the adoption of current ADA standards, and likely met applicable state and federal standards at the time of construction. Additionally, it is important to note that ADA regulations require facilities to be made accessible to “the maximum extent feasible,” (MEF) in “circumstances when the unique characteristics of terrain prevent the incorporation of accessibility features” (U.S. Department of Justice, 28 CFR § 35.151, New construction and alterations). These circumstances are often a result of adjacent topography or otherwise constrained locations, which are common to the City’s road system. This plan’s Self-Evaluation examined whether existing facilities were compliant with current ADA design requirements; it did not examine whether non-compliant facilities were built to the maximum extent feasible or perform a gap assessment of non-existent facilities.

Additional detail regarding the Self-Evaluation’s findings for curb ramps, sidewalks, and pedestrian push buttons is provided in the following sections.

2.3.1 Method

A self-evaluation of facilities within the public right-of-way was conducted by City staff. Field data for this project was collected by City of

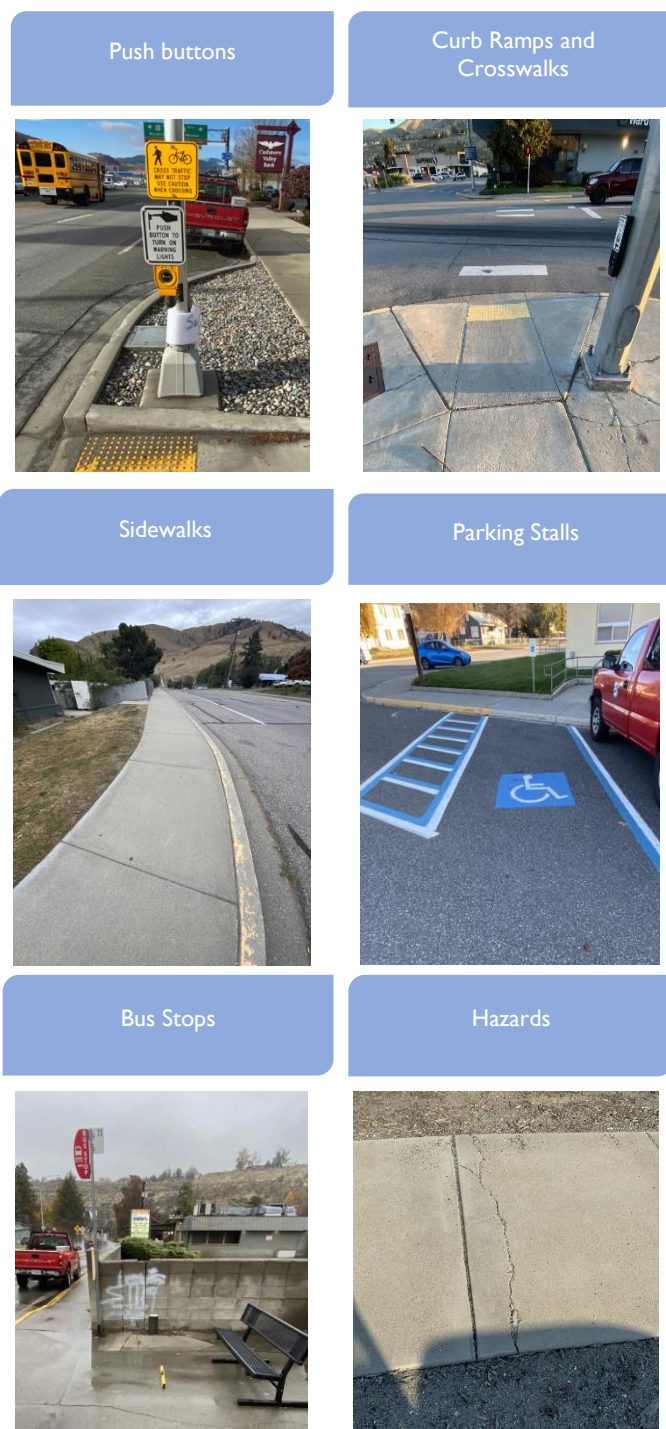


Figure 2-2 Examples of Inventoried Facilities

Chelan staff from September 2023 through December 2023.

The physical inventory of pedestrian facilities, as shown in Figure 2-2, included:

- 594 Curb ramps (and 170 missing curb ramps)
- 440 Sidewalk segments, totaling approximately 28.1 miles
- 813 Hazards
- 650 Driveways
- 32 Signal push buttons
- 360 Crosswalks
- 32 Bus stops
- 43 ADA parking stalls

Inventory maps of collected pedestrian features can be found in Appendix B.

Curb Ramps

Field data was collected for curb ramps by Chelan staff. The field data was then evaluated for compliance with ADA standards. Figure 2-3 and Figure 2-4 show the major components of two common types of curb ramps, perpendicular and parallel. Less common ramp types, such as ramps that provide a transition from the end of a sidewalk to the road shoulder are also located in the city.

Each curb ramp was reviewed for compliance, then scored based on the degree to which the barrier impeded accessibility. Curb ramps were scored using a scale of 0-30 and categorized as follows:

- 0: Compliant
- 1-29: Minor Compliance Issue
- 30: Significant Compliance Issue

These scores are referred to as the Accessibility Index Score (AIS). Curb ramps that had running slopes that were too steep received a score of 30 and were considered non-compliant. Curb ramps that had cross slopes slightly above the compliant threshold received a score of 20 while steeper cross slopes received a 30. Other criteria relating to turning space, flare slopes, detectable warning surfaces (DWS), obstructions, and condition were weighted lower, but could cumulatively reach the threshold for non-compliance.

To maximize efficiency during data collection, an optimization process was used to collect curb ramp data. If the type, width, running slope, or cross slope was found to be non-compliant, it is assumed that the remedy to correct the accessibility barrier would be full replacement. Because of this, if the accessibility criteria listed above were found to be out of compliance, data collectors would cease collecting and move on to the next feature.

Scoring and compliance criteria for all features are discussed in more detail in Section 4.2.1 and in Appendix C.

Figure 2-3 Perpendicular Curb Ramp Attributes

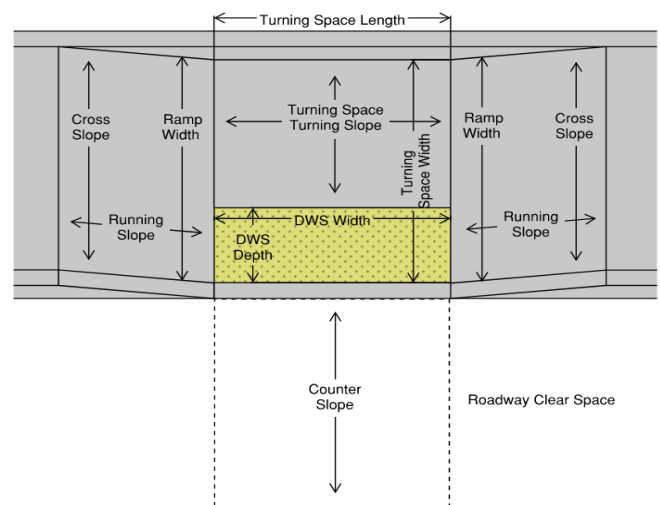
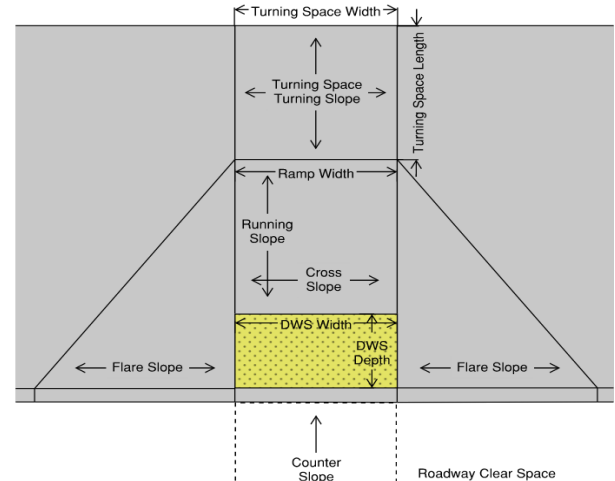


Figure 2-4 Parallel Curb Ramp Attributes

Sidewalks

Field data was collected for sidewalks by City of Chelan staff. This field data collection for sidewalks was completed along the length of each segment and then evaluated for their compliance with ADA standards. Common attributes for sidewalks are shown in Figure 2-5.

Each sidewalk was reviewed for compliance, then scored based on the degree to which any barriers impeded accessibility.

- Sidewalk Width, i.e., the sidewalk is too narrow.
- Sidewalk Condition, i.e., amount of cracking, upheaval, or other damage resulting in significant discontinuity.
- Sidewalk Slopes, i.e., running slopes or cross slopes were too steep.
- Hazards, i.e., the quantities of different barrier types and non-compliant driveways identified along the segment.

Sidewalks were scored using a scale of 0-30 and categorized as follows:

- 0: Compliant.
- 1-15: Minor Compliance Issue.
- 16-30: Significant Compliance Issue.

Hazards

Data was recorded when a hazard was observed in the pedestrian access route. Hazards included vertical and horizontal discontinuities, objects, and driveways.

Each hazard located along a pedestrian access route was reviewed for severity, then scored based on the degree to which the barrier impeded accessibility. These barriers include:

- Vertical discontinuity, i.e., elevation changes in the walkway that can cause issues such as someone tripping or impeding a walker or wheelchair.
- Horizontal discontinuity, i.e., holes, gaps, and cracks that can cause issues such as someone falling or catching a cane in the discontinuity.

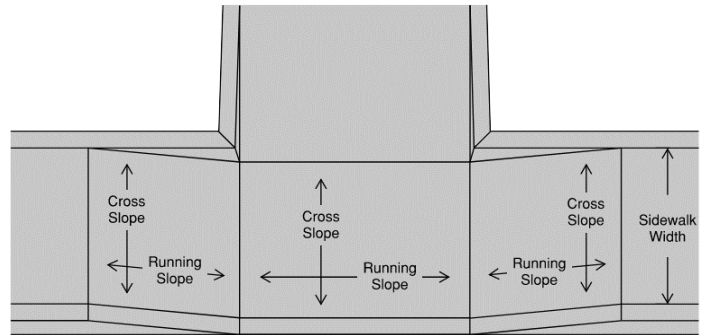


Figure 2-5 Sidewalk Attributes

- Fixed or movable objects or protruding objects, i.e., objects that reduce the available walkway space such as branches, signs, poles and mailboxes.

Driveways

Data was recorded when it was determined that the driveway presented a hazard in the pedestrian access route. Features that were measured included driveway cross slopes and other driveway barriers.

Each driveway located along a pedestrian access route was reviewed for compliance, then scored based on the degree to which the barrier impeded accessibility. These barriers include:

- Non-Concurrent Grade Break, i.e., when any grade changes along the pedestrian travel path are non-concurrent within the driveway.
- Driveway cross slopes, i.e., the cross slope of the driveway is too steep.
- Running Slope, i.e., the running slope is too steep.

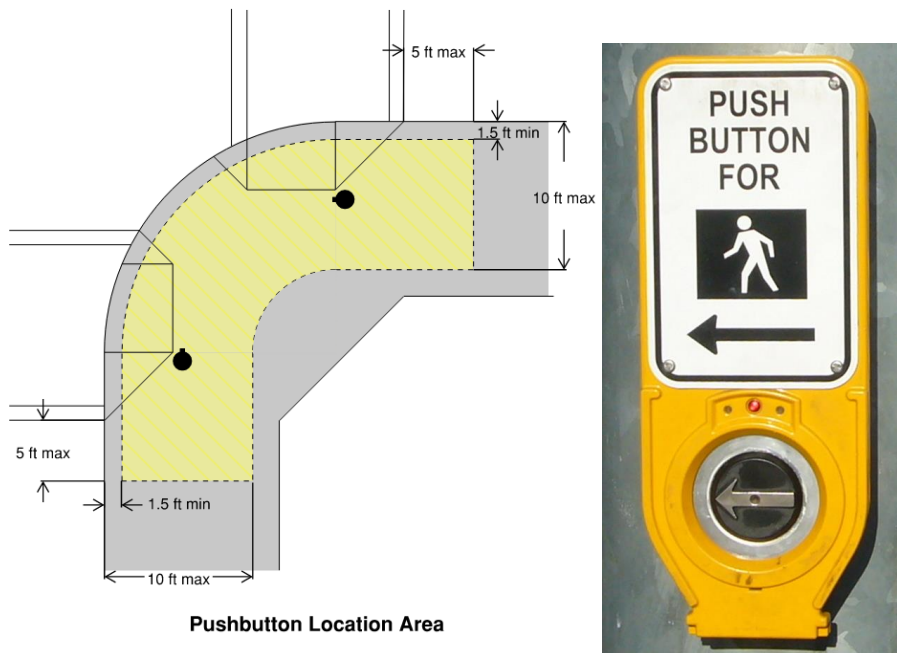


Figure 2-6 APS Pedestrian Push button and Push button Location Attributes

Signal Push Buttons

Accessible Pedestrian Signal (APS) push buttons provide integrated visual, audible, and vibrotactile information to help pedestrians cross the street at signalized intersections. Some push buttons can be programmed to request an extended crossing time or audibly announce the name of the street being crossed when pushed for a longer time.

Data collectors recorded location and design attributes for each push button. Location attributes included reach distance to the button, availability of a clear and level area at the button, and the button's location relative to the intersection and corresponding crosswalk (see Figure 2-6). Design attributes included visual and tactile elements, such as a raised arrow pointing to the crossing, as well as features that provide audible, tactile, and vibrational feedback.

Each pedestrian push button was reviewed for compliance using fifteen criteria, then scored

based on the degree to which barriers impeded accessibility.

Push button scores ranged from 0-30 and were categorized as follows:

- 0: Compliant
- 1-15: Minor Compliance Issue
- 16-30: Significant Compliance Issue

Crosswalks

Data was collected for crosswalks located across the city. Features measured included width, cross slope, and running slope.

Each crosswalk was reviewed for compliance, then scored based on the degree to which barriers impeded accessibility. These barriers include:

- Insufficient width, i.e., the crosswalk is less than six feet wide.
- Cross slope grade i.e., the cross slope is too steep.
- Running slope grade, i.e., the running slope is too steep.

Crosswalk scores ranged from 0-30 and were categorized as follows:

- 0: Compliant
- 1-15: Minor Compliance Issue
- 16-30: Significant Compliance Issue

Parking stall scores ranged from 0-30 and were categorized as follows:

- 0: Compliant
- 1-15: Minor Compliance Issue
- 16-30: Significant Compliance Issue

Bus Stops

Data was collected for bus stops located across the city. Features measured included boarding and alighting areas, bus shelter areas, and connecting pathways.

Each bus stop was reviewed for compliance, then scored based on the degree to which barriers impeded accessibility. These barriers include:

- Boarding/alighting dimensions, i.e., the area is too narrow.
- Boarding/alighting grades, i.e., the area is too steep.
- Shelter surface grades, i.e., the area is too steep.

Bus stop scores ranged from 0-30 and were categorized as follows:

- 0: Compliant
- 1-15: Minor Compliance Issue
- 16-30: Significant Compliance Issue

ADA Parking Stalls

Data was collected for accessible parking stalls located throughout the city. Each parking stall was reviewed for compliance, then scored based on the degree to which barriers impeded accessibility. Measured features included:

- Parking area location, i.e., if the stall is located in a parking garage or on-street.
- Stall and aisle arrangement, i.e., orientation and size of stalls and access aisles.
- Paving markings, i.e., striping, accessibility symbolism, and hatching.
- Signage, i.e., if there is an accessible parking sign present and at the correct height.

2.3.2 Findings

Curb Ramps

Of the 764 existing and missing curb ramps inventoried, 91 percent do not meet ADA standards see Table 2-1.

As discussed in Section 2.3.1, significantly non-compliant ramps are those that have:

- Non-compliant ramp width, i.e., the ramping area is not present or is too narrow. (Figure 2-7)
- Non-compliant running slope, i.e., the ramp running slope is too steep (Figure 2-8). 225 curb ramps have running slopes greater than 8.3 percent with a ramp length under 15 feet, or over 5 percent as a blended-transition type ramp.
- Non-compliant cross slope, i.e., the cross slope is too steep (Figure 2-9). 244 curb ramps have cross slopes greater than 2 percent, 146 of which have cross slopes greater than 3 percent.
- Several minor non-compliant features.

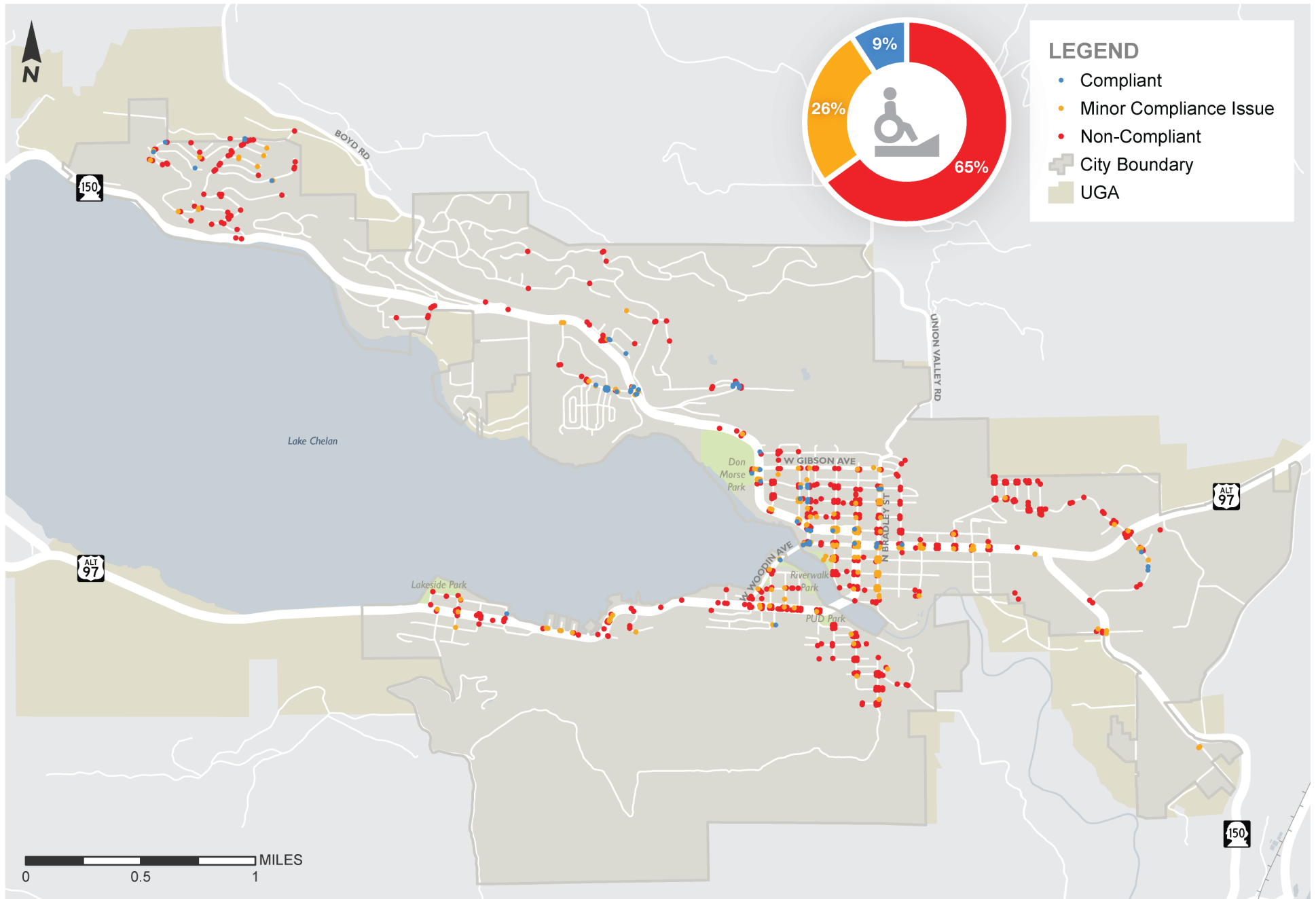
Curb ramps are designed and constructed to tie into the existing roadway. As noted previously, steep or otherwise constrained locations may make it infeasible to meet ADA standards. When it is not feasible to remove all curb ramp barriers, ramps may be built to the maximum extent feasible (MEF) to satisfy accessibility requirements. This planning level Self-Evaluation did not examine whether non-compliant ramps were built to the maximum extent feasible. See

Section 5.1 for additional information regarding MEF documentation.

Table 2-1 Existing and Missing Curb Ramp Compliance

CURB RAMP COMPLIANCE	RAMPS	% OF TOTAL
Significant Compliance Issue	497	65%
Minor Compliance Issue	202	26%
Compliant ramps	65	9%
Total	764	

It should be noted that data regarding 170 missing curb ramps was also collected. Missing curb ramps are recorded with maximum scoring and are in the "significant compliance issue" category.



Non-Compliant Curb Ramp

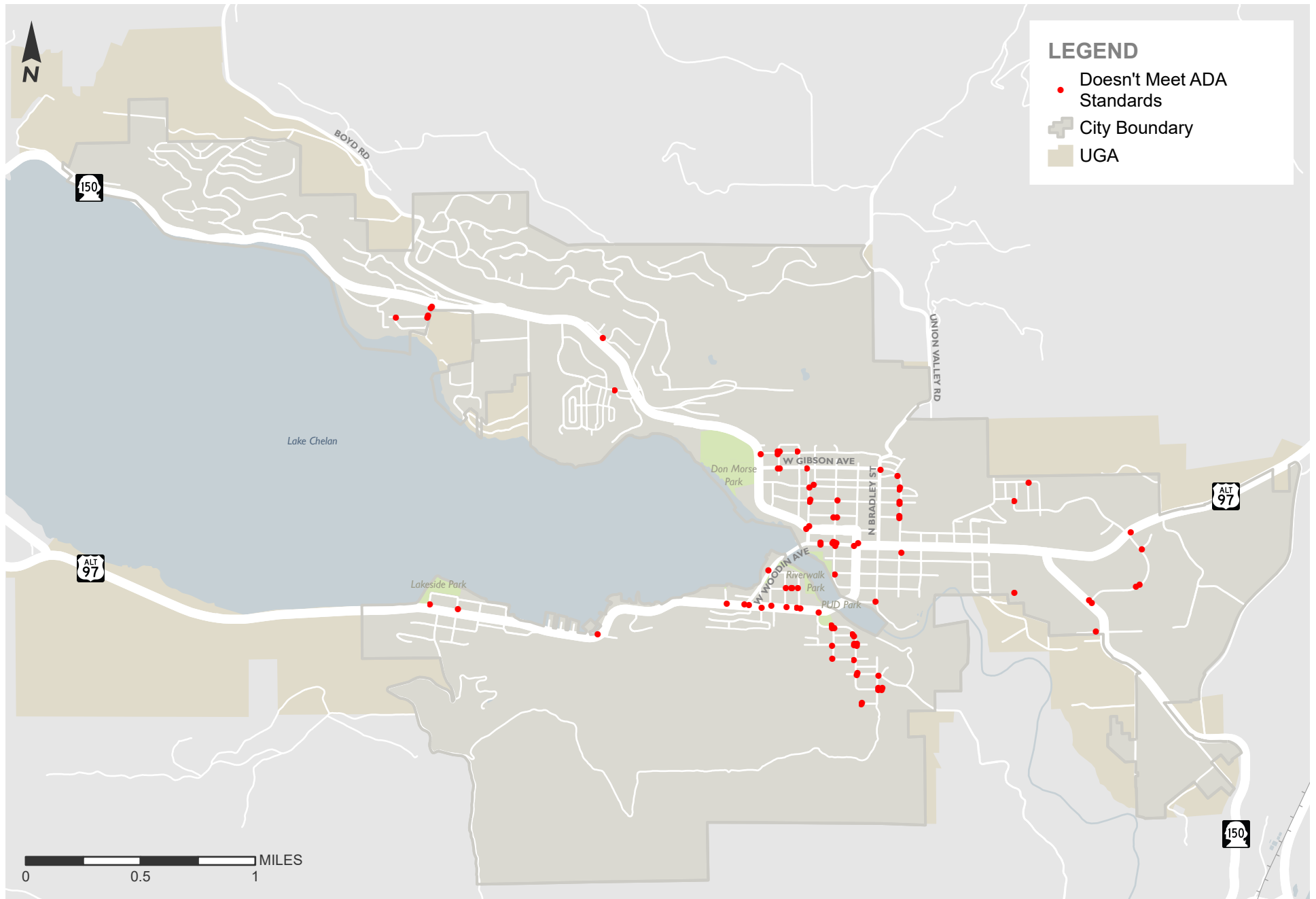
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FIGURE

2-7



Curb Ramp Width

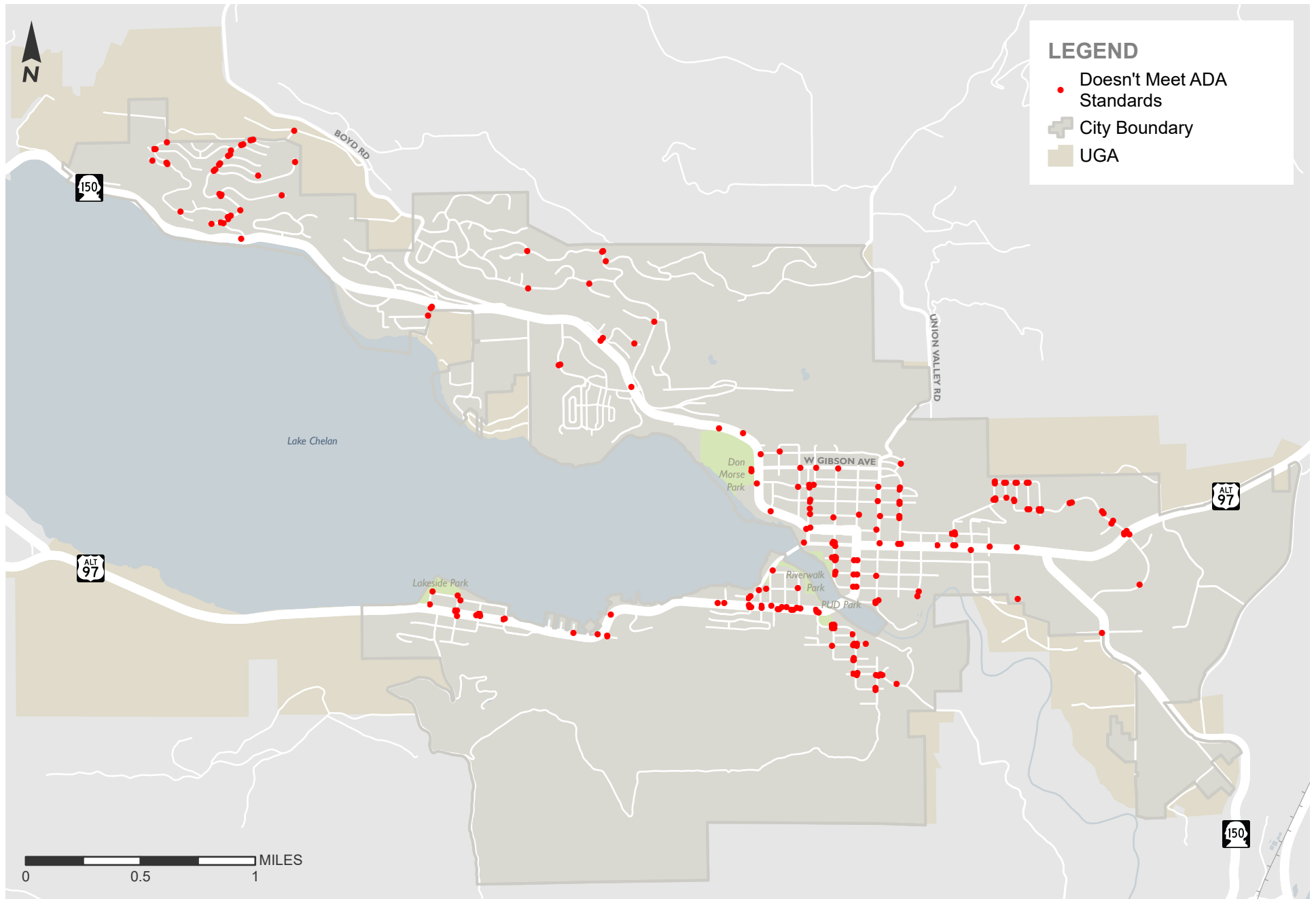
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FIGURE

2-8



Curb Ramp Running Slope

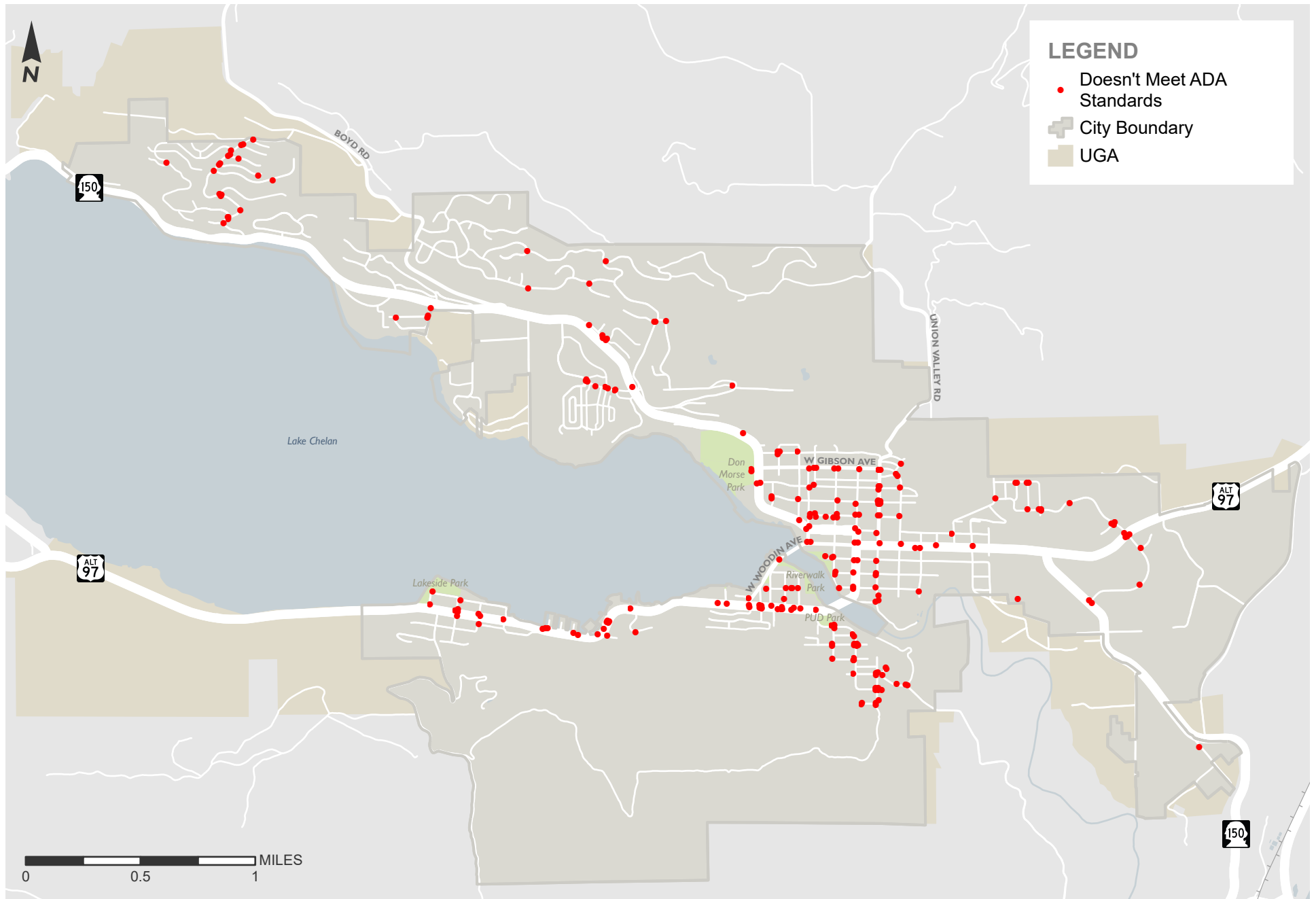
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FIGURE

2-9



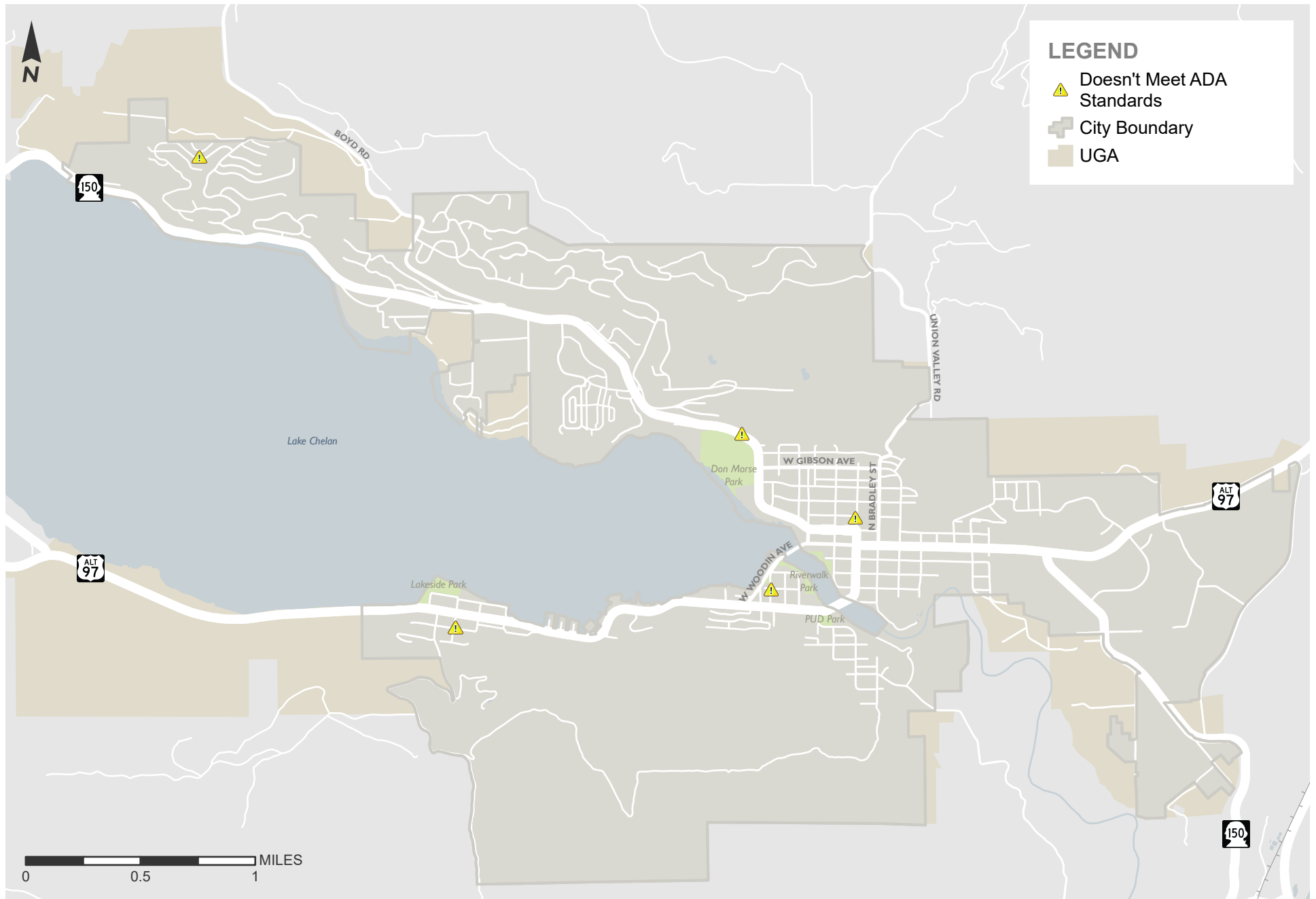
Curb Ramp Cross Slope

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FIGURE
2-10



Curb Ramp with No Receiving Ramp

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FIGURE
2-11

Sidewalks

28.1 miles of sidewalk were inventoried with 95 percent not meeting ADA standards (see Table 2-2 and Figure 2-12). Grinding, patch repair, and full reconstruction are potential solutions for non-compliant sidewalk segments. Figure 2-13 shows which sidewalk segments have non-compliant widths. Figure 2-14 shows the locations of sidewalk segments that have 1 or more areas with cross slopes greater than 2 percent.

Table 2-2 Sidewalk Compliance

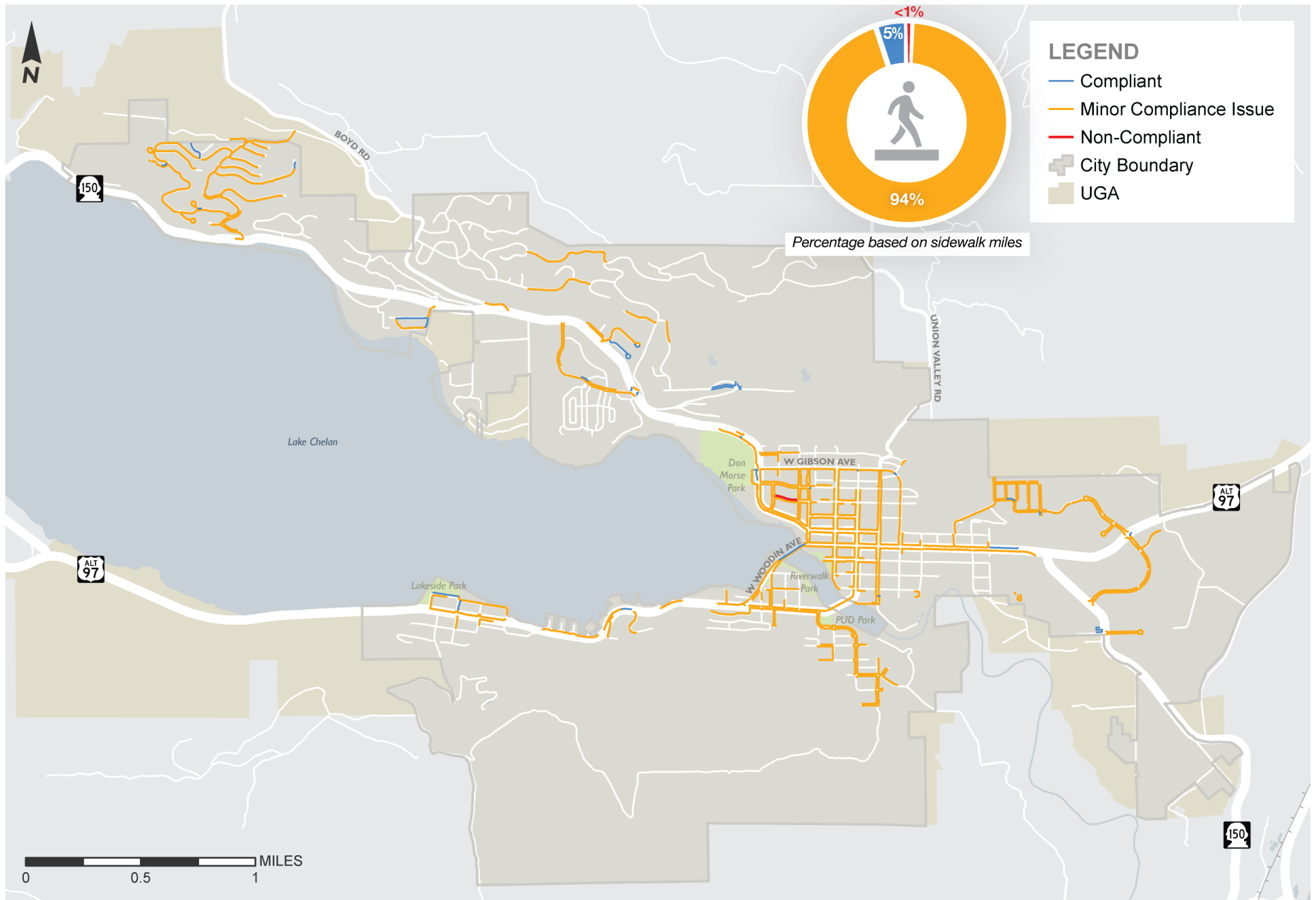
SIDEWALK COMPLIANCE	TOTAL	
	MILES	% OF TOTAL
Significant Compliance Issue	0.1	<1%
Minor Compliance Issue	26.5	94%
Compliant	1.5	5%
Total Miles	28.1	

Sidewalk Hazards

A total of 813 hazards were inventoried in the City. Pruning, clearing, relocating objects, and full sidewalk panel reconstruction are potential solutions for removing hazard barriers depending on the severity and type of the hazard. Common types of sidewalk hazards that were observed included discontinuities and other irregularities in the sidewalk surface, movable items such as parked cars and message boards, and protruding obstacles such as bushes or tree branches. The locations of sidewalk hazards are shown in Figure 2-15.

Driveways

Data was recorded when it was determined that a driveway presented a hazard on a pedestrian access route, commonly through a running slope or cross slope that exceeds ADA tolerances. 650 non-compliant driveways were inventoried for this plan, as shown in Figure 2-16. Grinding, patch repair, and full reconstruction are potential solutions for removing the driveway barriers depending on the severity of the barrier.



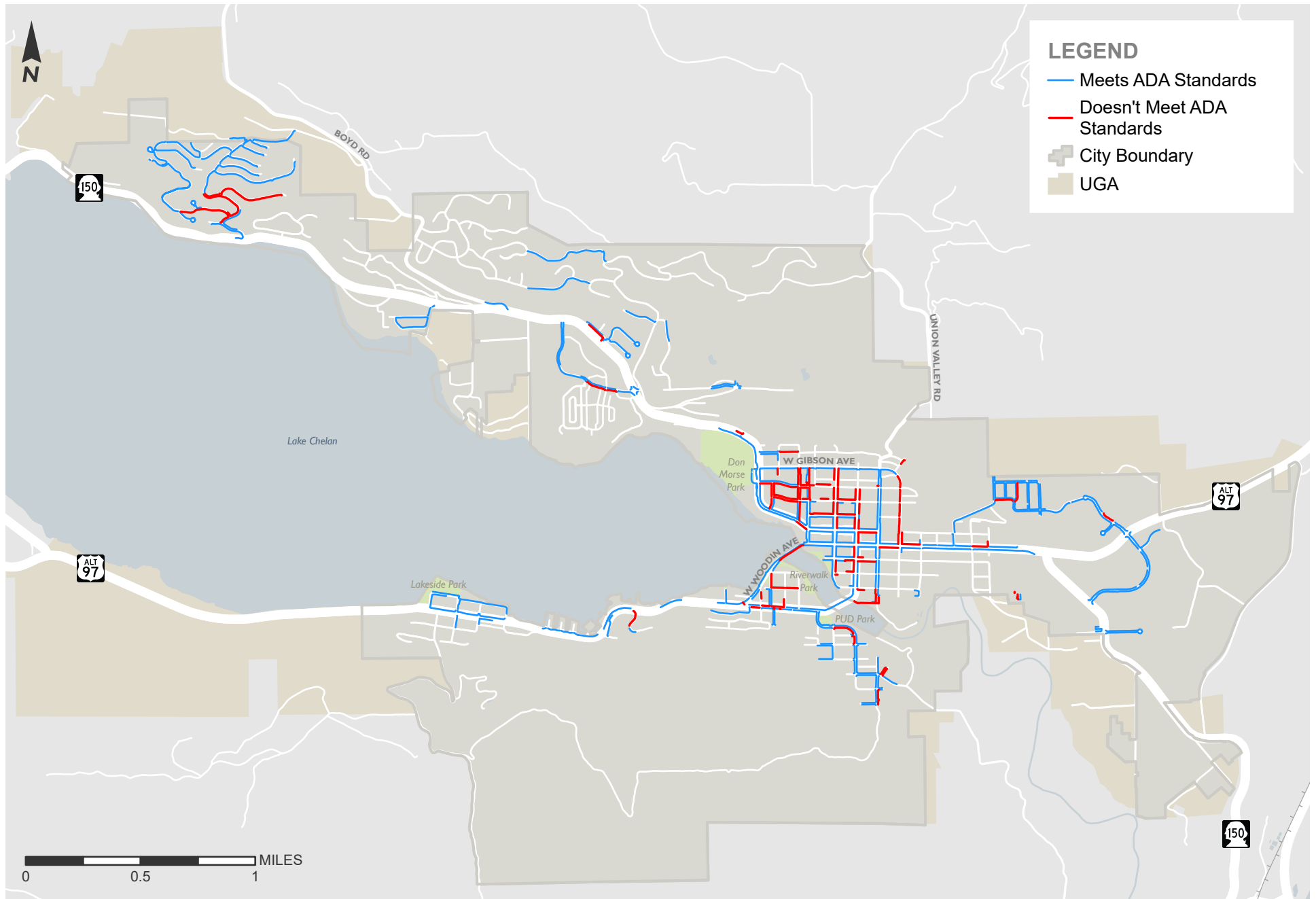
Non-Compliant Sidewalk

City of Chelan ADA Transition Plan

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FIGURE
2-12



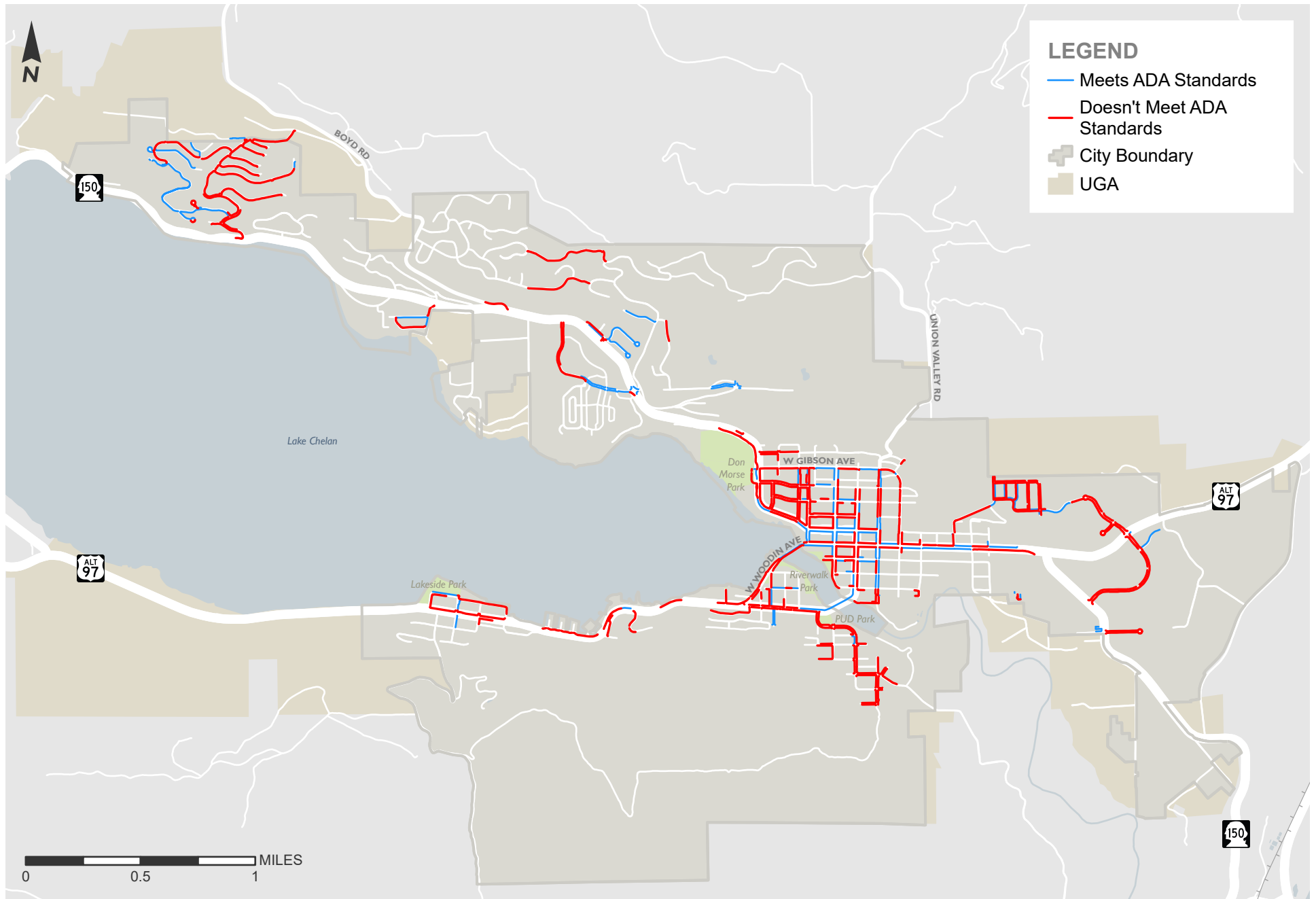
Sidewalk Width

City of Chelan ADA Transition Plan

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FIGURE
2-13



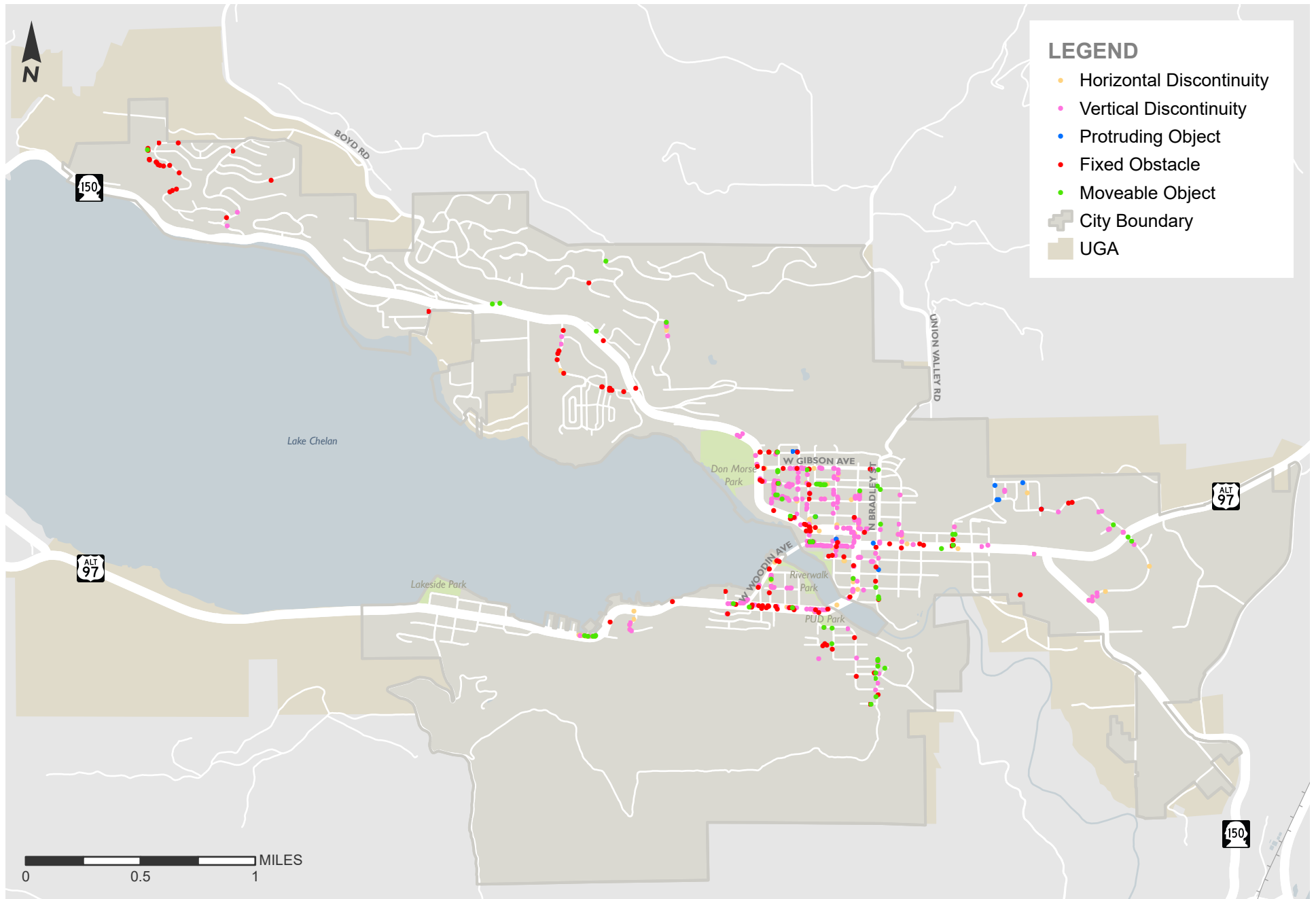
Sidewalk Cross Slope

City of Chelan ADA Transition Plan

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FIGURE
2-14



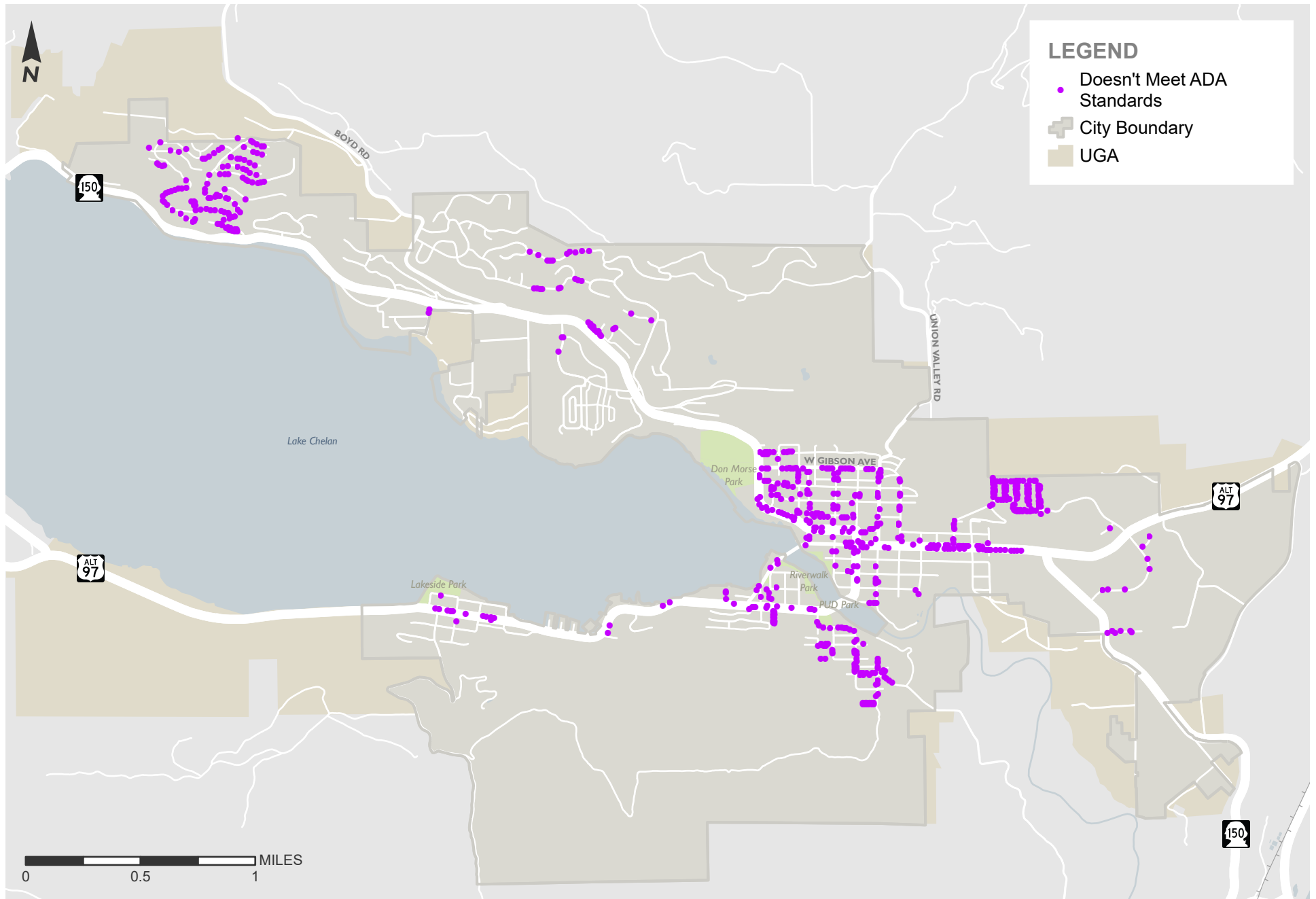
Sidewalk Barriers

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FIGURE
2-15



Non-Compliant Driveways Along Sidewalks

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FIGURE
2-16

Signal Push buttons

All 32 of the 32 inventoried pedestrian push buttons were found to be non-compliant. The non-compliant pedestrian push buttons include non-APS style buttons to be replaced and APS-style buttons to be reprogrammed or relocated.

Upgrading non-APS style push buttons would fall under City responsibility when the push button is City-owned or when a City-funded project located on a WSDOT facility calls for signal upgrades.

38 percent of pedestrian push buttons in the city are an older “H-style” design. This style of push button can be upgraded to increase accessibility but must be fully replaced with an accessible pedestrian signal (APS)-style push button to achieve full ADA compliance. Figure 2-17 shows examples of APS and H-style pedestrian push buttons.

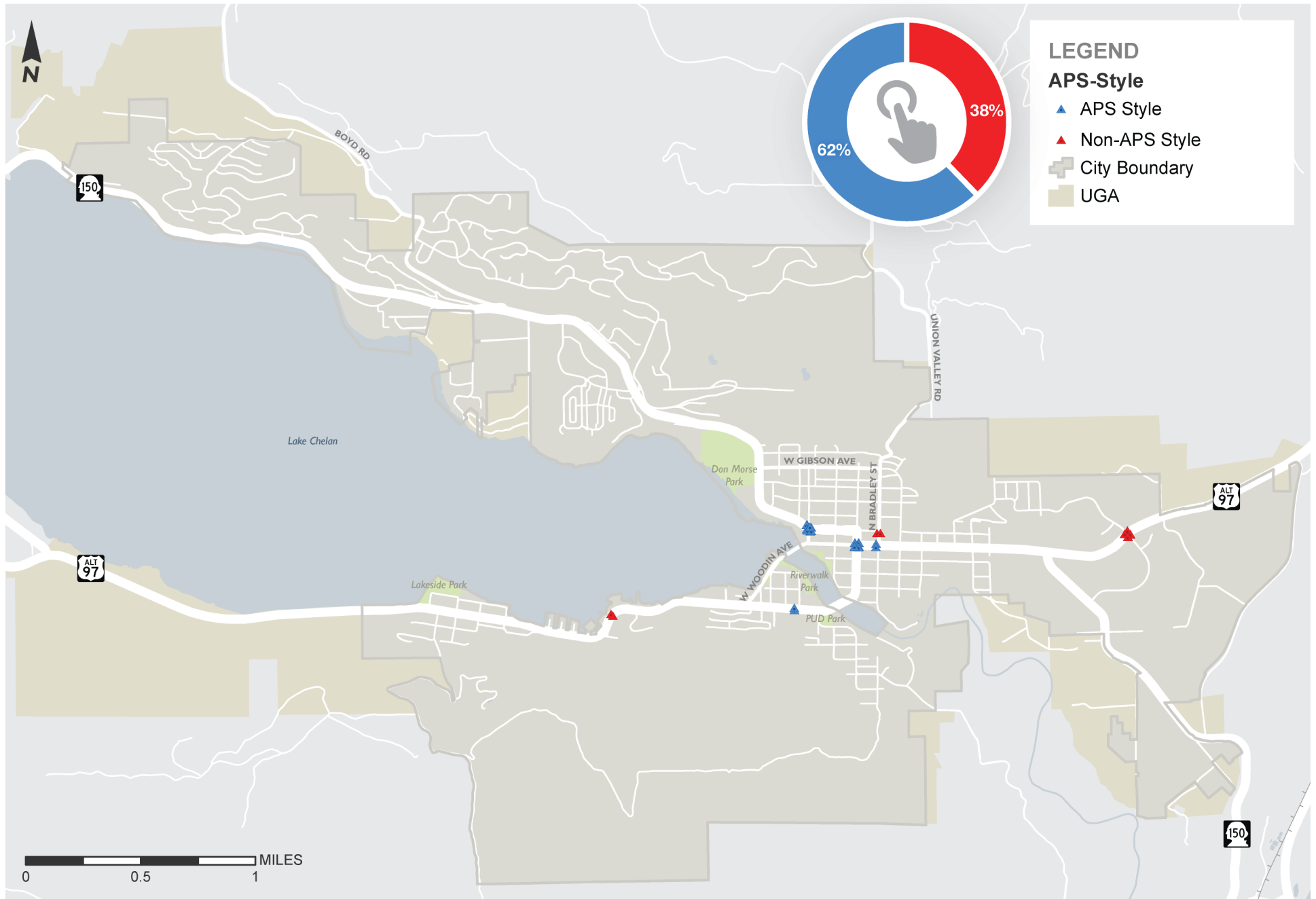
The requirement to use APS-style push buttons is relatively new and lack of compliance is typically due to a crossing not being upgraded over time to reflect evolving requirements. Push buttons are typically upgraded to APS-style in groups rather than individually. As a result, APS-style additions and upgrades usually occur on an intersection-by-intersection basis. Figure 2-18 demonstrates the type and locations of these push buttons throughout the city.

Crosswalks

360 crosswalks were inventoried for this plan with 36 percent found to be non-compliant. A common element of crosswalks that did not meet ADA standards was the cross slope.



Figure 2-17 “H-style” and APS-style pedestrian push button



Signal Push Buttons: APS and Non-APS

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FIGURE
2-18

Bus Stops

32 bus stops were inventoried with 66 percent not meeting ADA standards (see Table 2-3). Grinding, patch repair, and full reconstruction of boarding areas are potential solutions for removing bus stop barriers depending on the severity of the barrier.

Table 2-3 *Bus stop compliance*

BUS STOP COMPLIANCE	TOTAL	
	Features	% OF TOTAL
Significant Compliance Issue	1	3%
Minor Compliance Issue	20	63%
Compliant	11	34%
Total	32	

ADA Parking Stalls

43 ADA parking stalls were inventoried, with 88 percent not meeting ADA standards. Table 2-4 shows the type and quantity of solutions required to remove ADA parking barriers.

Table 2-4 *Parking Barriers*

PARKING STALL COMPLIANCE	TOTAL	
	Features	% OF TOTAL
Significant Compliance Issue	0	0%
Minor Compliance Issue	38	88%
Compliant	5	12%
Total	43	

3 Stakeholder Engagement

Public and stakeholder input is an essential element in the transition plan development and self-evaluation processes. ADA implementation regulations require public entities to provide an opportunity to interested persons, including individuals with disabilities or organizations representing individuals with disabilities, to participate in the self-evaluation process and development of the transition plan by submitting comments (28 CFR 35.105(b) and 28 CFR 35.150(d)(1)). There were three primary goals for the public outreach activities prior to adopting the plan:

- Inform the public about the City's plan and intended processes regarding removal of barriers to provide accessibility within the right-of-way and provide information to assist interested parties in understanding the barrier removal issues faced by the City, the alternatives considered and the City's planned actions.
- Obtain public comment to identify any errors or gaps in the proposed accessibility transition plan for the public rights-of-way, specifically on prioritization and grievance processes.
- Meet Title II requirements for public comment opportunity.

3.1 Engagement Methods

To generate public involvement and capture public feedback on the ADA Transition Plan, the City used a virtual open house, engagement survey, and an online mapping tool. Promotion and advertising for these outreach methods utilized the City's website. The City developed a project website that provided easy online access to project information and ways to provide feedback. A full account of the public engagement findings can be found in Appendix D.

3.1.1 Online Open House and Survey

An online open house that explained the ADA transition plan project, as well as the project's goals and areas of focus, was made available on the City's project website. Within the open house an online survey and reporting tool was provided for the public to give feedback on gaps and pinpoint barriers at specific locations.

The survey contained questions focusing on the following areas.

- Whether they have a disability or support someone with one.
- Which type of accessibility barriers they currently experience.
- How they rate the accessibility conditions of existing right-of-way facilities.
- What facility types they believe should be prioritized when removing accessibility barriers.

The survey was made available for public participation from mid-October 2023 to mid-December 2023 and reached a total of 48 respondents, 65 percent of which were City of Chelan residents. Input from jurisdictions outside of Chelan included feedback from Custer, Douglas, and Okanogan counties. Respondents were asked to identify the reasons they travel in or through Chelan, whether the travel was for work, school, medical services, shopping or other purposes.

The survey respondents identified their first and second priorities for improving pedestrian facilities within the city. The weighted rank priorities showed that the following three categories were highest priority:

- Government Buildings
- Retail Services
- Schools and Institutions

4 Pedestrian Barrier Removal Methods and Schedule

Chapter 4 provides a summary of barrier removal methods and priorities to guide the implementation of this plan. This chapter presents a planning level cost estimate for the complete removal of existing pedestrian barriers. Finally, a schedule is presented that outlines the steps necessary to achieve compliance with current ADA standards.

4.1 Barrier Removal Methods

The City currently has a variety of barrier removal methods that are funded from sources that include capital projects and road maintenance. Certain programs provide continual means of barrier removal while others vary based on outside influences such as permitted development and successful grant applications. The manner in which an existing pedestrian barrier is removed is typically a function of its complexity and cost. Less complex pedestrian barriers, such as a missing detectable warning surface (DWS), can be removed through maintenance and operations programs. More complex barriers, such as those associated with ramp or sidewalk replacement, typically require additional engineering as part of a more costly capital construction project.

For these methods to be effective, City practices and design standards must comply with federal ADA guidance. If standards are not updated and enforced, new or reconstructed pedestrian facilities may not be constructed to accessible standards, requiring costly revision, and increasing the duration it will take the City to remove all accessibility barriers.

The following sections provide additional detail regarding capital projects, maintenance, and City programs.

4.1.1 Capital Improvements Program

The Capital Improvements Program (CIP) defines projects and identifies funding for different elements of the government including the Transportation Improvement Program (TIP). Transportation projects range from minor street widening to street extension projects. A variety of short and long-range plans, studies, and individual requests help identify projects which are then included and prioritized. The City of Chelan updates its TIP annually and forecasts projects for a six-year period. ADA compliant improvements (new or replacement) are often included as a component of these projects. With this transition plan, accessibility barriers are identified and able to be included in TIP projects.

4.1.2 Sidewalk Replacement Program

The City has implemented an annual concrete sidewalk program to help the City maintain ADA compliance. City staff is continually evaluating the condition of sidewalks and associated ADA ramps in the City.

This program provides for the City to self-perform or hire contractors through the small works roster to perform smaller scale annual improvements. Depending on the project size and complexity, City staff will either self-perform the work or hire a contractor to perform the work. The Sidewalk Replacement Program is funded by the City of Chelan Street Fund.

4.1.3 Pavement Preservation Program

Operational and maintenance activities typically resolve less costly and less complex barriers to accessibility. A subset of the work completed by the Public Works & Utilities department helps

to remove ADA related barriers through curb, street, and sidewalk repairs. Though maintenance investments for pedestrian facilities often do not bring sidewalks, ramps, and other pedestrian infrastructure fully up to ADA standards, these investments of staff time and resources result in critically important access improvements. These activities include sidewalk panel grinding, panel replacement, and request-based curb ramp installations. Maintenance investments are crucial to increasing the longevity of the existing pedestrian network.

The City's Pavement Preservation Program provides the flexibility to select and implement the most appropriate treatment for each individual need.

As part of the City's Pavement Preservation Program, the Complete Streets/Downtown Preservation project also facilitates the ability to implement complete street infrastructure including ADA improvements where water and/or sewer utility projects are being constructed. This flexibility will help create efficiencies by updating all infrastructure under the same construction contract.

4.1.4 Permitted Development

Even with the current funding for accessibility improvements, it will take many years to remove accessibility barriers or provide sidewalk connections between gaps.

Redevelopment of properties such as construction of new housing or commercial buildings or major remodels can provide a valuable boost to barrier removal efforts. At times, private development results in street frontage improvements as a function of construction permit requirements. All such improvements are designed and built to meet City and ADA standards. This approach to barrier removal is incremental and depends on the outside influence of developers, and therefore was not included in the City's funding estimate.

4.2 Barrier Removal Plan and Schedule

The ADA requires agencies to specify a schedule for taking the steps necessary to make existing facilities ADA compliant. This plan section summarizes the three-step process used to develop a barrier removal implementation plan and schedule, consistent with ADA transition plan requirements:

1. Prioritization of pedestrian barriers. Physical barriers identified through the Self-Evaluation were prioritized based on the degree to which they physically impacted accessibility and their proximity to key pedestrian destinations. Community input received through stakeholder engagement informed the prioritization process.
2. Estimation of planning level costs to remove pedestrian barriers. Unit costs were applied to the barrier inventory to generate a planning level cost estimate to remove identified accessibility barriers. This planning level cost estimate is the total estimated need for barrier removal.
3. Development of a schedule for barrier removal. An estimate of available financial resources was generated and compared to the total estimated need to develop a schedule for barrier removal.

4.2.1 Prioritization of Pedestrian Barriers

To inform the City's future project selection and understand the impact of barrier removal programs, a prioritization system was developed and used to score each pedestrian facility. This system was informed by the Self-Evaluation data, the community engagement process, and technical expertise. It reflects both a facility's physical characteristics and its importance to pedestrian travel. Under the prioritization system, each barrier was scored independently on two factors:

- The barrier's physical impact to accessibility.
- The facility's proximity to key destinations, such as transit stops and schools.

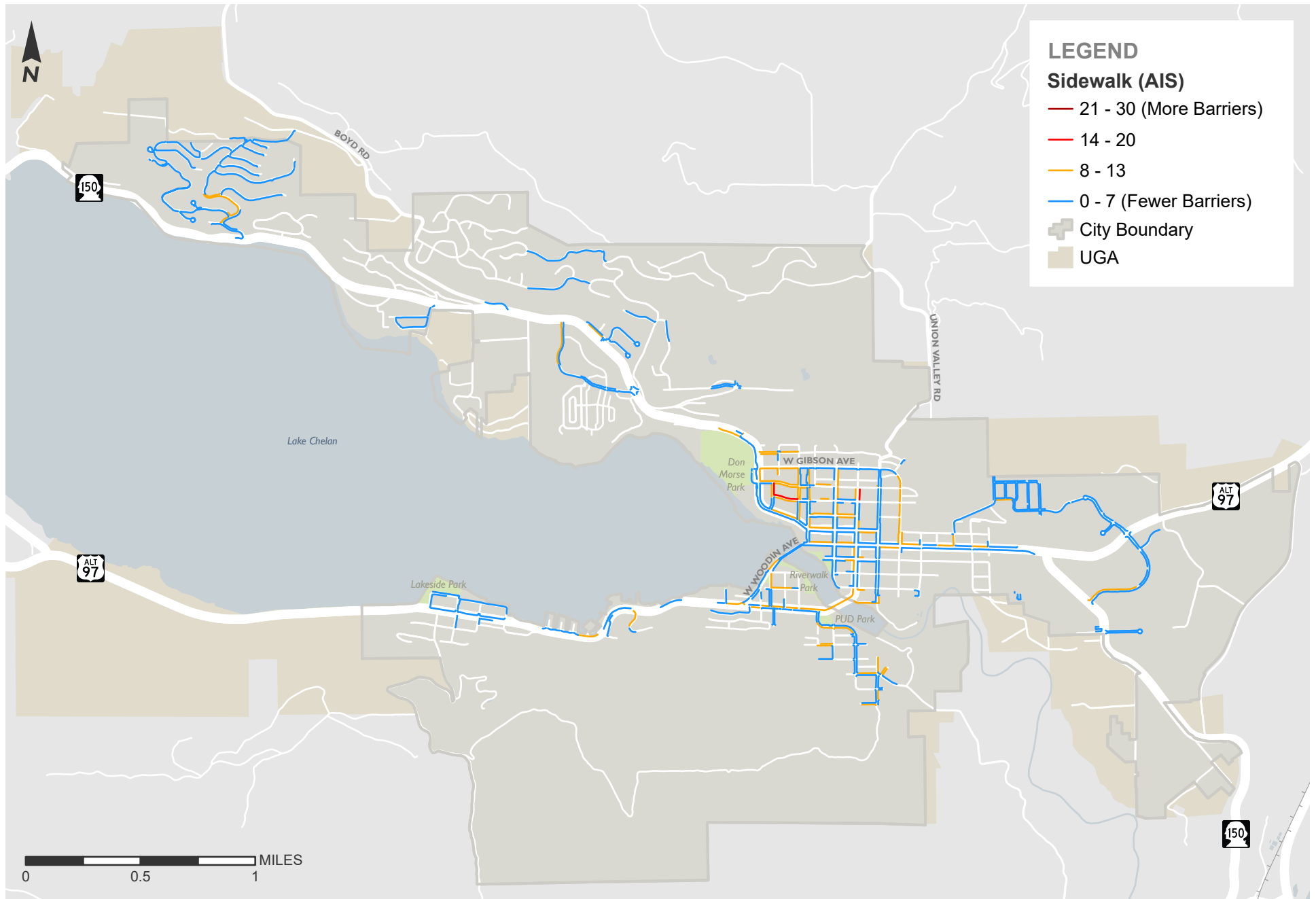
The two resulting scores were added together to incorporate both factors into a single score for prioritization. Based on each facility's score, it was categorized as very high, high, medium, or low priority for barrier removal. Under this system, facilities that present greater barriers to accessibility and are located near multiple key pedestrian destinations are considered highest priority, while facilities with less significant physical barriers and located farther from key pedestrian destinations are considered lowest priority. Prioritization scoring factors are described below.

Physical impact to accessibility: Accessibility Index Score (AIS)

The Accessibility Index Score describes the degree to which each facility presents a physical barrier to accessibility. Criteria and weights were developed for sidewalks, curb ramps, and pedestrian push buttons. These criteria and weights are shown in Appendix C.

Potential scores for each facility range from 0 (compliant) to 30. Each facility's Accessibility Index Score is the sum of the individual criteria scores.

Figures 4-1 through 4-6 show the AIS for each of the facilities where data was collected.



Accessibility Index Score Composite (Sidewalk)

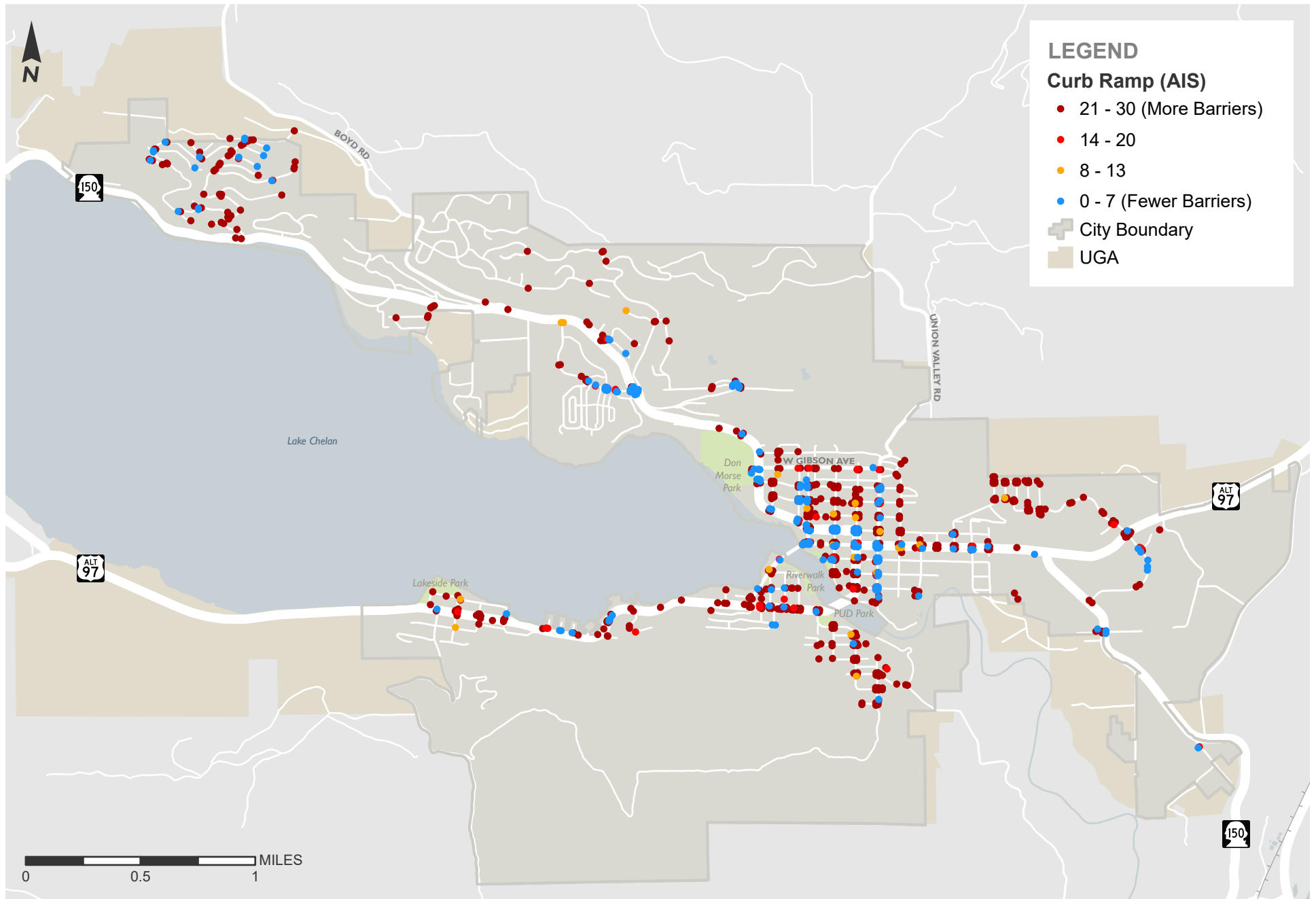
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FIGURE

4-1



Accessibility Index Score Composite (Curb Ramp)

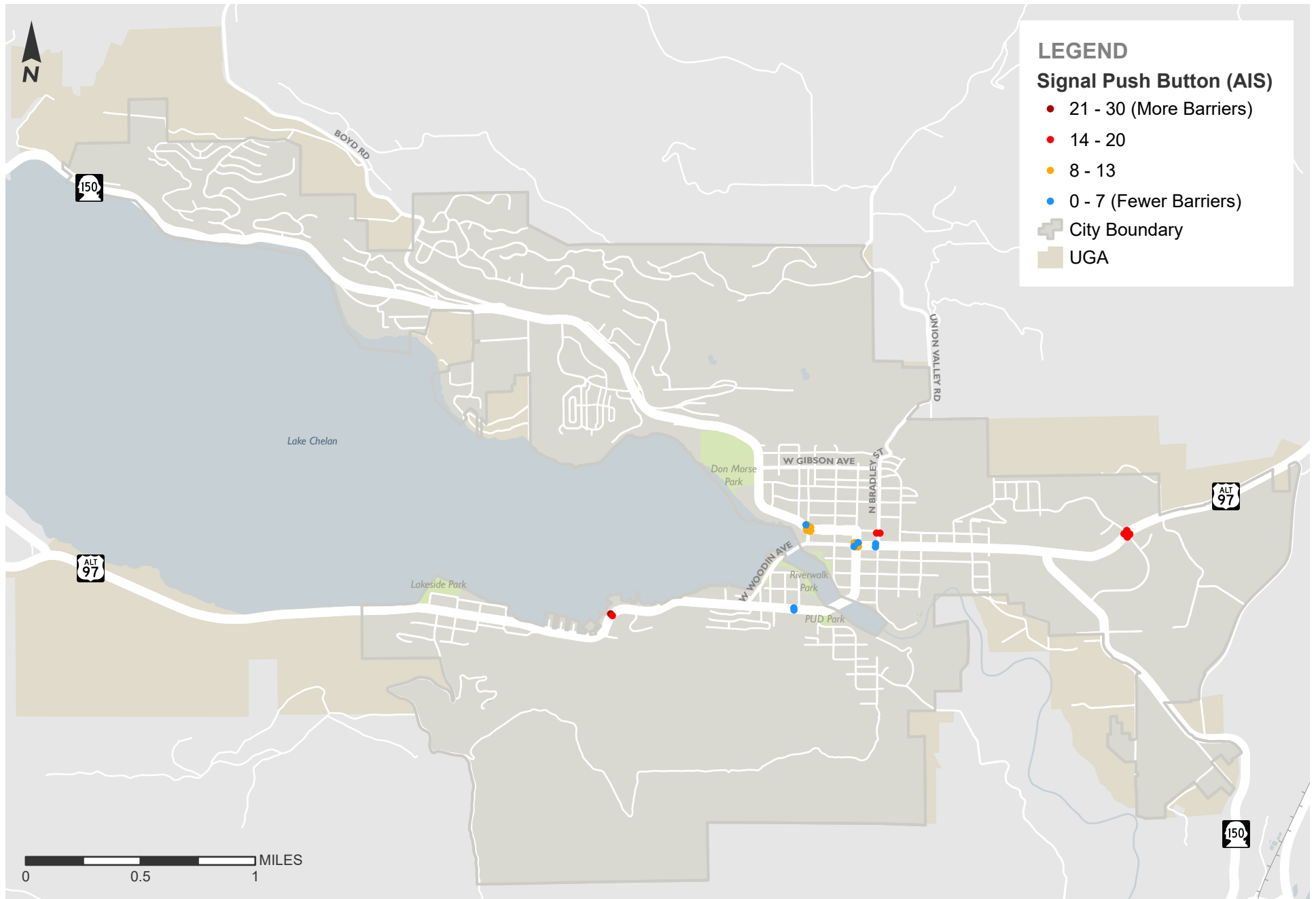
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FIGURE

4-2



Accessibility Index Score Composite (Signal Push Button)

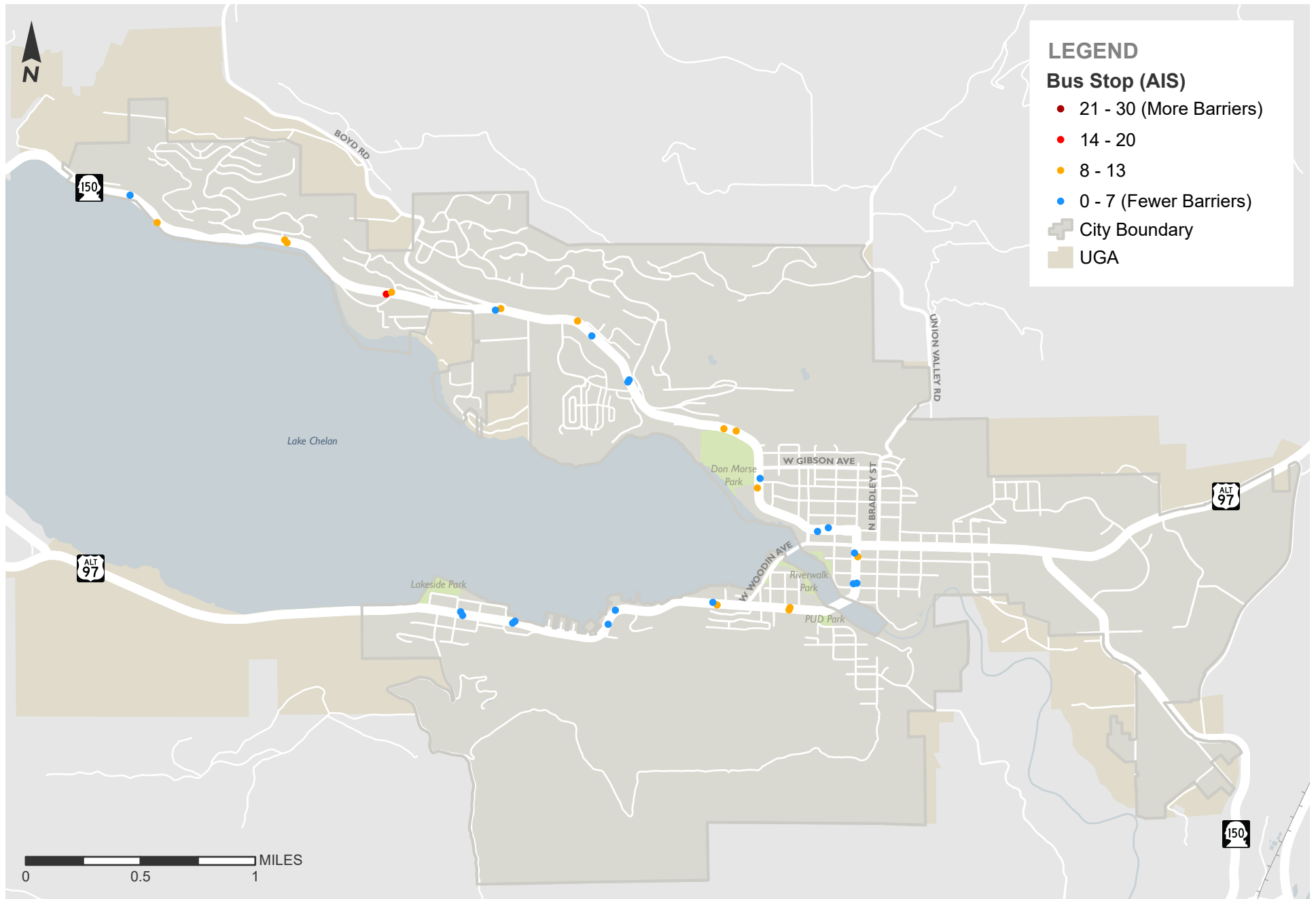
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FIGURE

4-3



Accessibility Index Score Composite (Bus Stop)

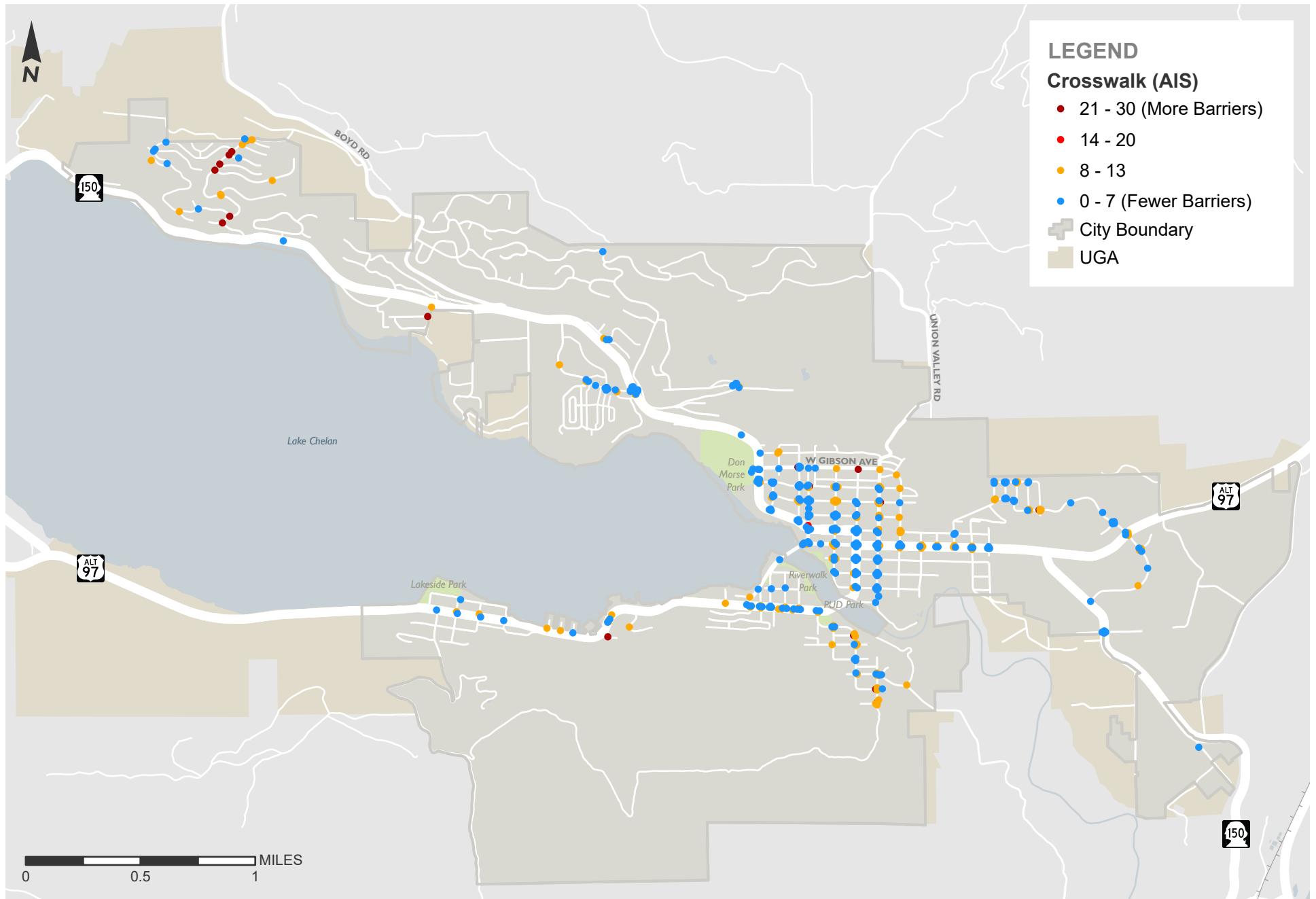
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FIGURE

4-4



Accessibility Index Score Composite (Crosswalk)

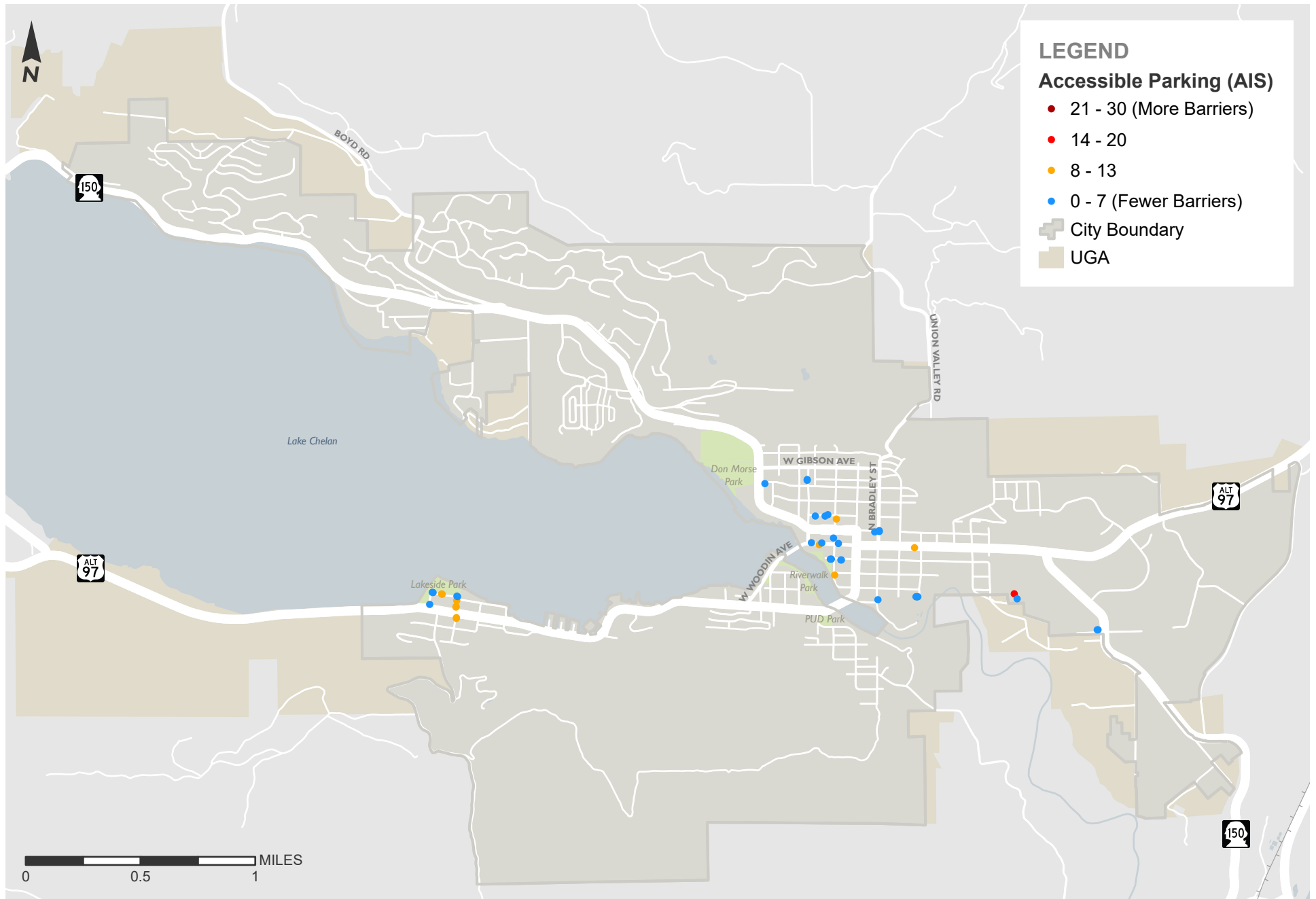
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FIGURE

4-5



Accessibility Index Score Composite (Accessible Parking)

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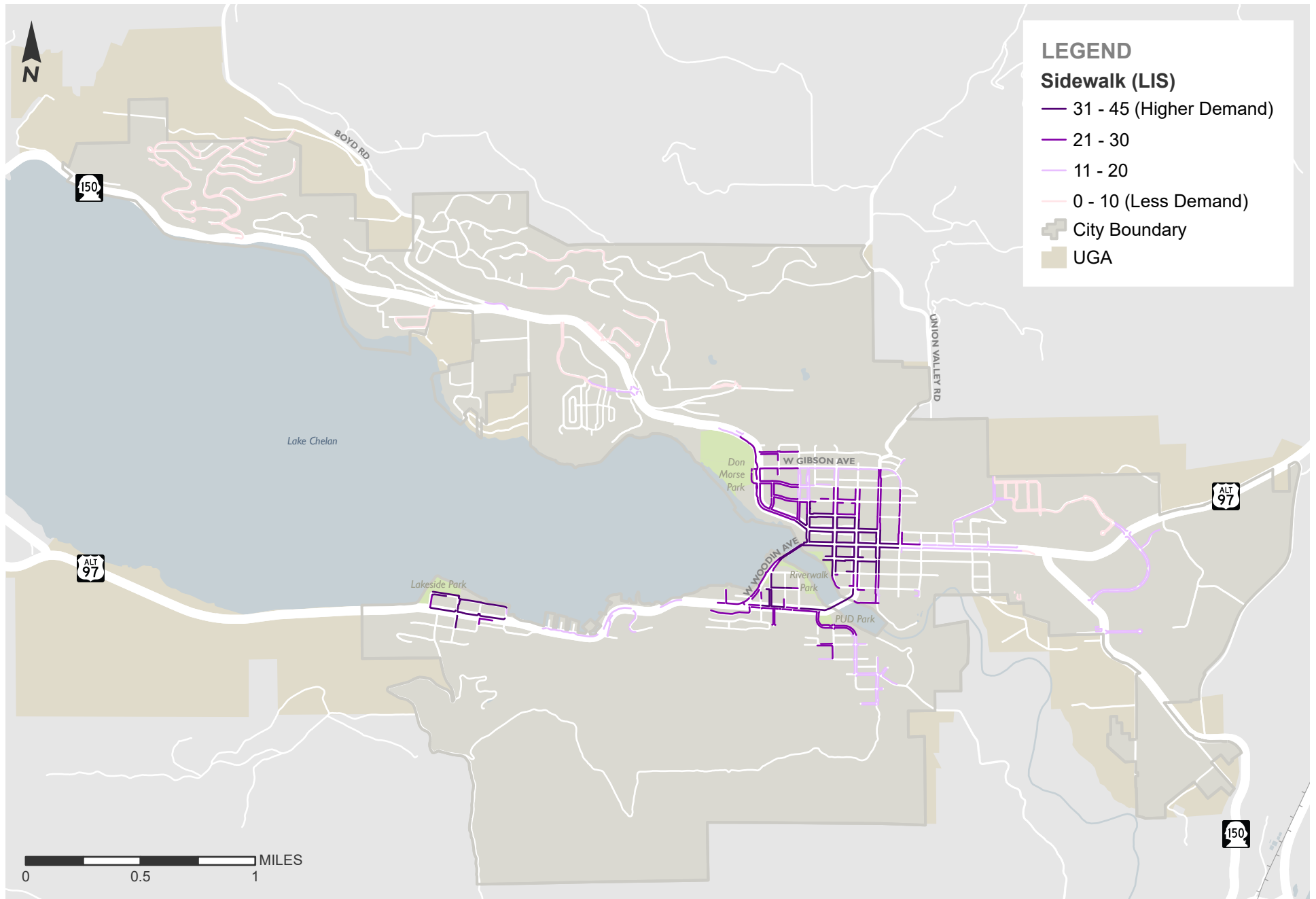
FIGURE

4-6

**Proximity to key pedestrian destinations:
Location Index Score (LIS)**

The Location Index Score describes the importance of the pedestrian facility in accessing key community destinations. Each existing pedestrian facility was scored based on its proximity to schools, transit facilities, signals or roundabouts, public buildings, and downtown or commercial business centers. Facilities near government buildings that provide human services, schools and institutions, and retail services received a higher score to reflect feedback received through the public engagement survey. Location Index Scores reflect the number of different types of key pedestrian destinations within a defined radius. The full score for each type of destination is assigned if at least one facility of that type is nearby; scores do not increase if a facility is within the radius of multiple destinations of the same type. For example, a facility within one-eighth mile of two schools will receive a score of 5, while a facility within one-eighth mile of a bus stop and a school will receive a score of 10. Total Location Index Scores ranged from 0 to 45. Location scoring criteria and weights are shown in Appendix C.

Figures 4-7 through 4-11 show the LIS for each of the facilities where data was collected.



Location Index Score Composite (Sidewalk)

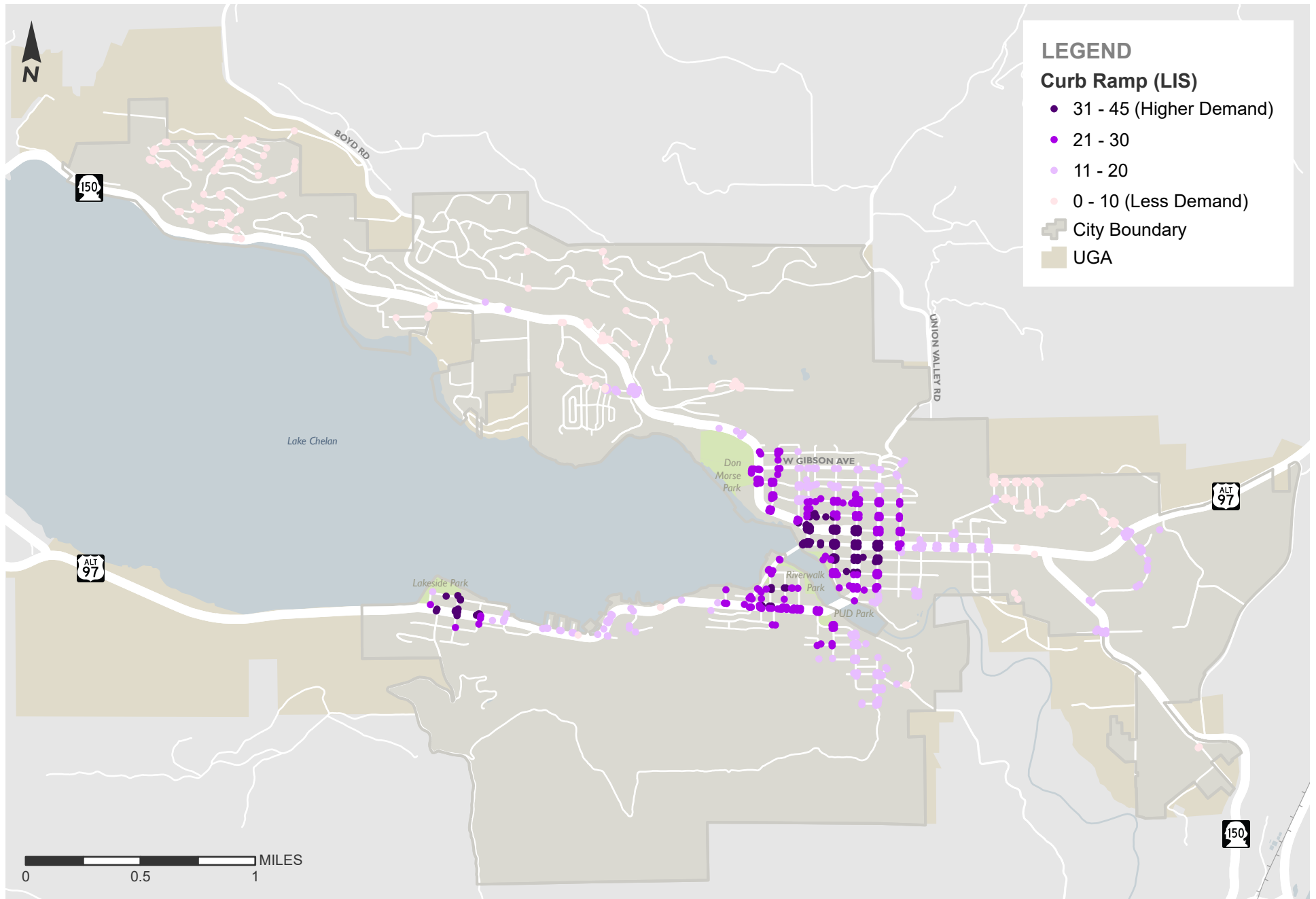
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FIGURE

4-7



Location Index Score Composite (Curb Ramp)

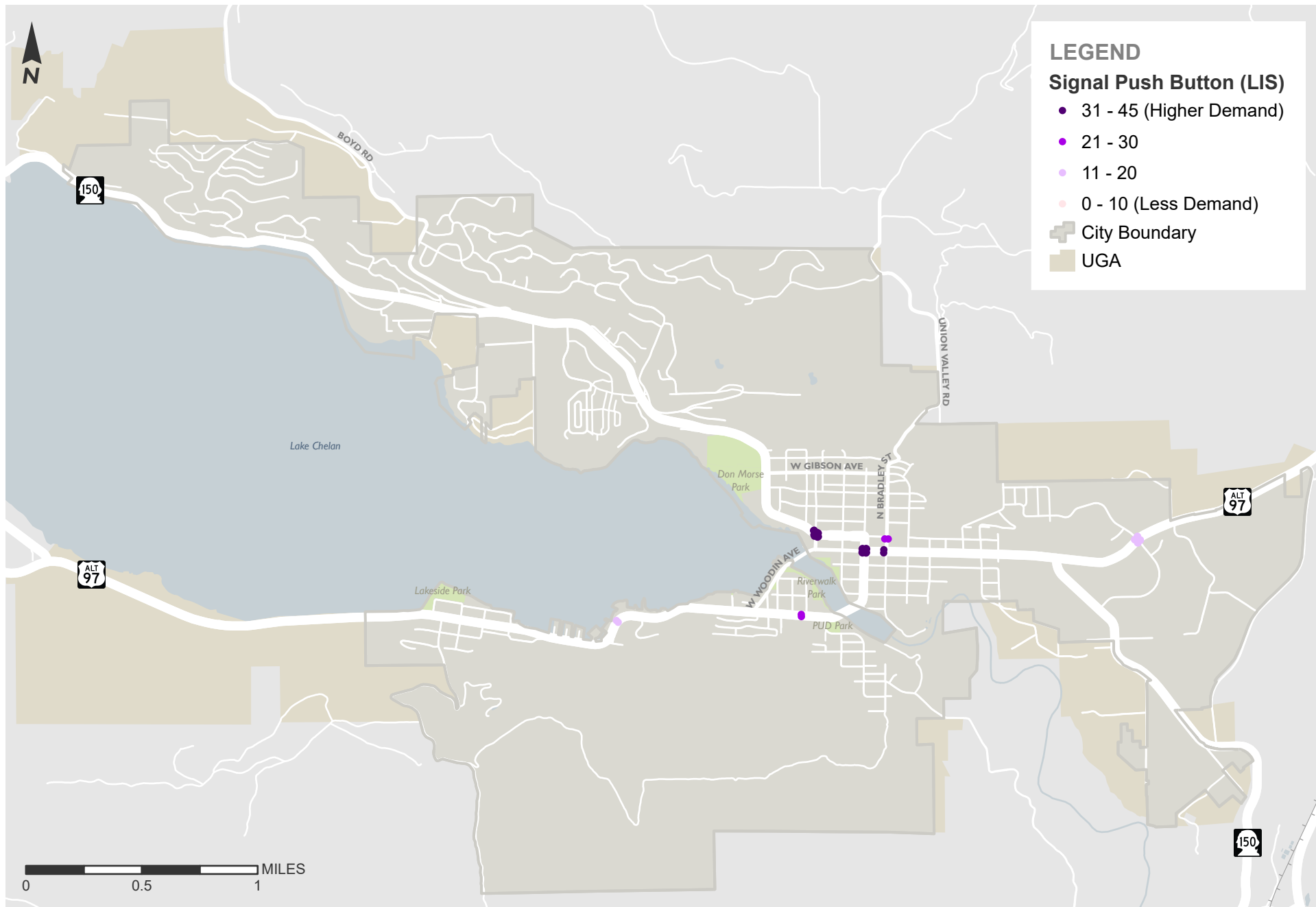
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FIGURE

4-8



Location Index Score Composite (Signal Push Button)

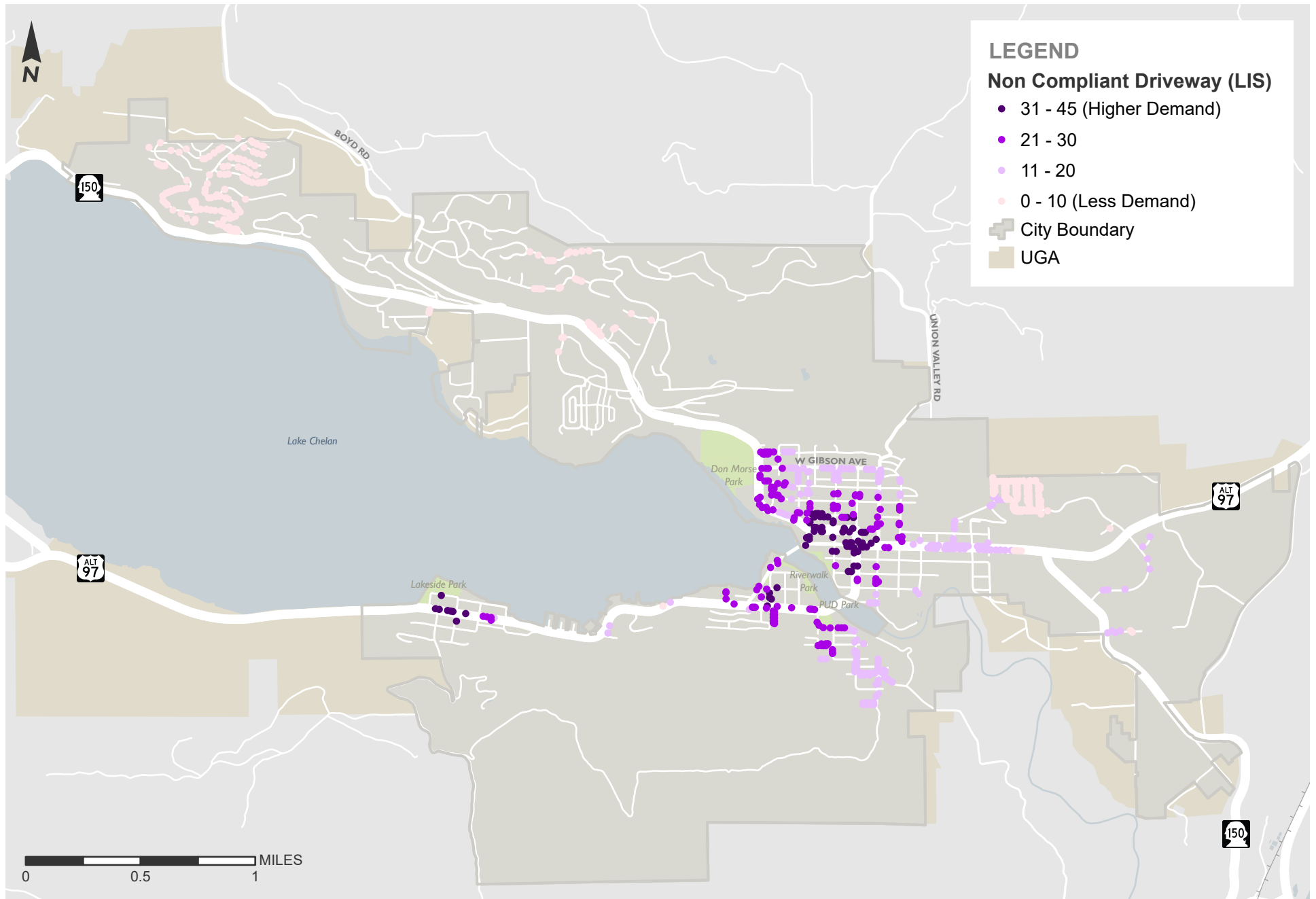
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FIGURE

4-9



Location Index Score Composite (Non-Compliant Driveway)

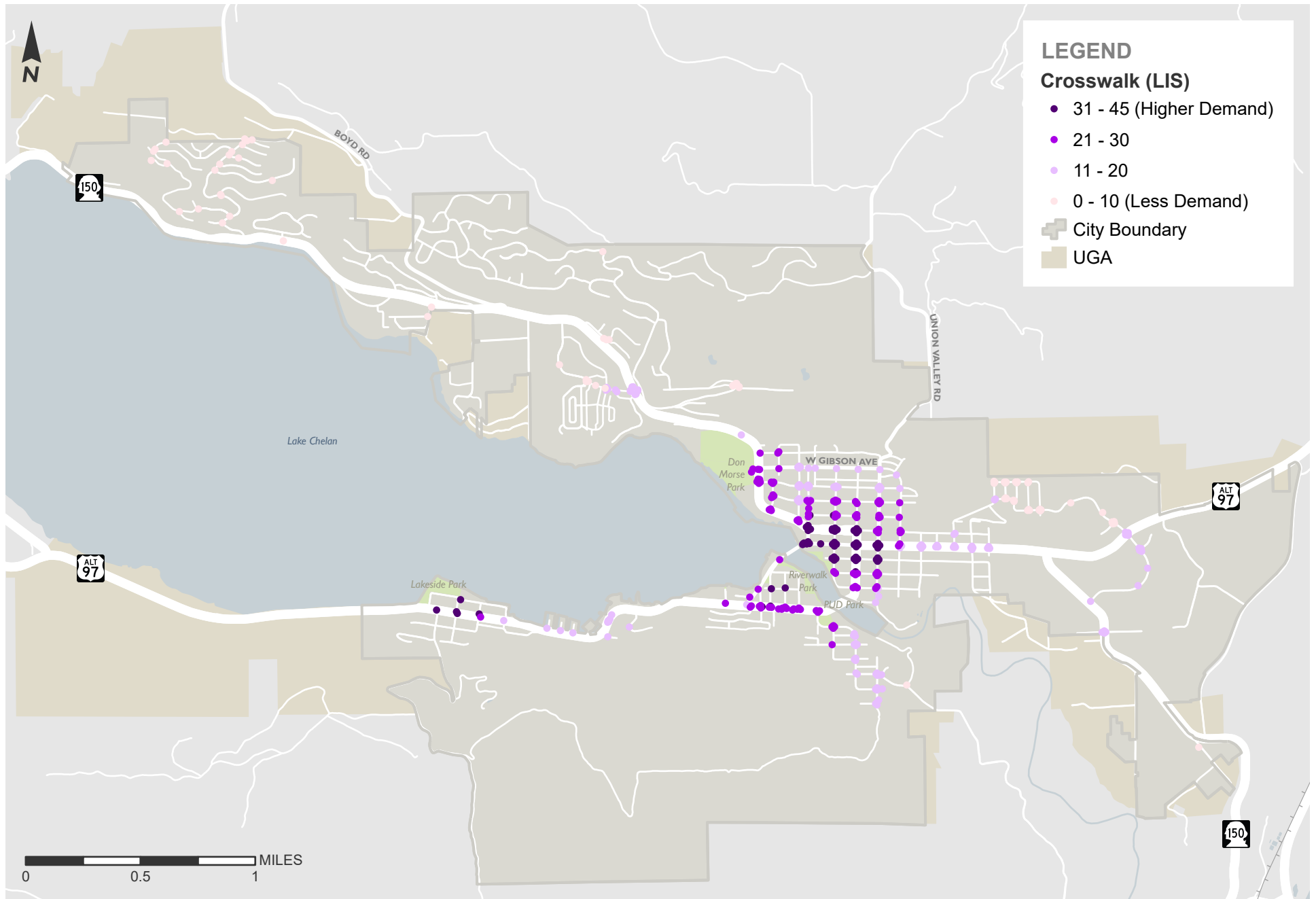
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FIGURE

4-10



Location Index Score Composite (Crosswalk)

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FIGURE

4-11

Combined Index Score

The Combined Index Score sums the Accessibility Index Score and Location Index Score to prioritize facilities with accessibility barriers in areas where pedestrians would be expected.

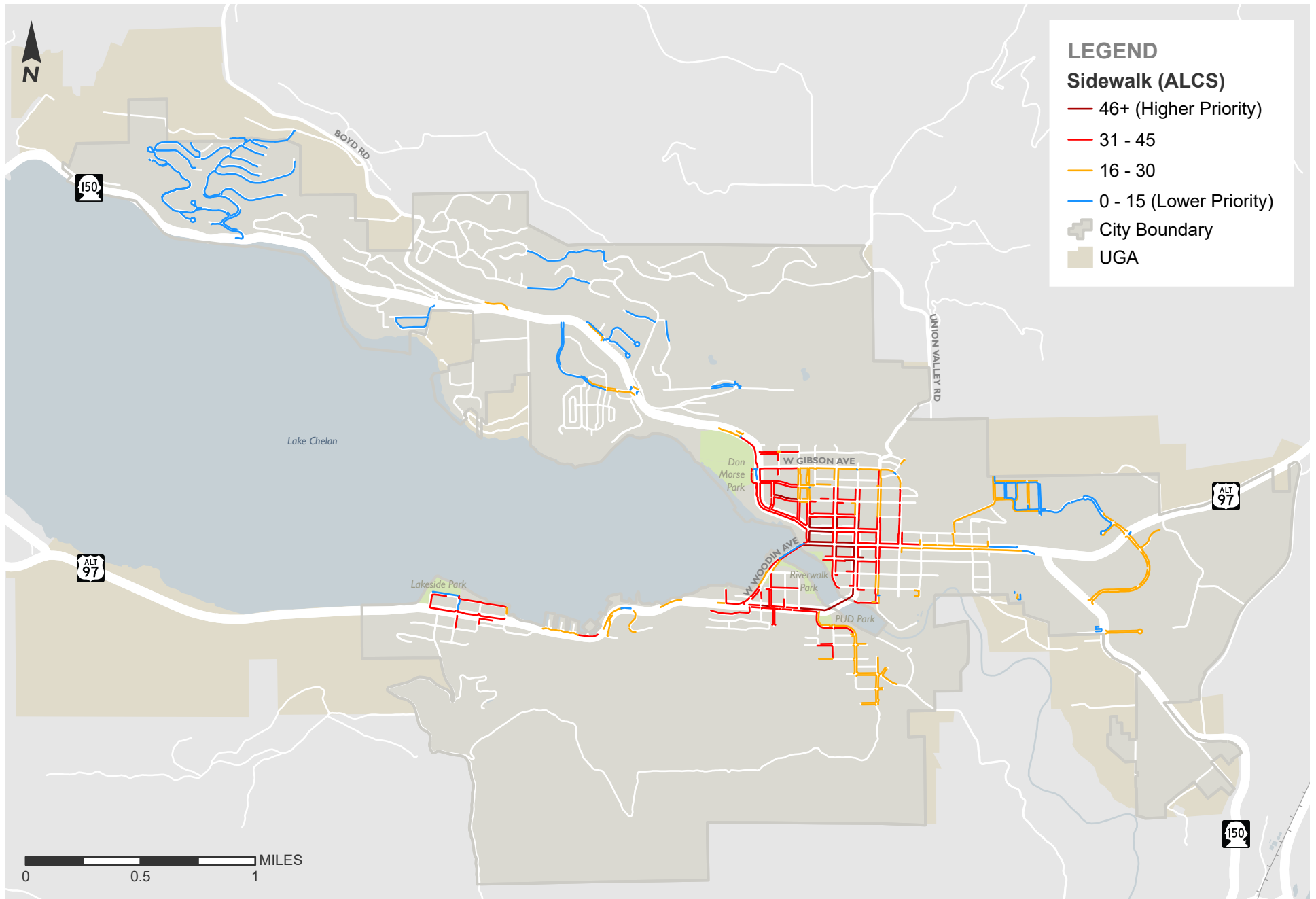
Scores were grouped into four categories:

- Very High: significant physical barriers in high-demand areas: 46+ points.
- High: 31- 45 points.
- Medium: 16 -30 points.
- Low: minor barriers in low-demand areas: 1-15 points.

Scores reflect relative priority within each facility type; they do not indicate relative priority between facility types (ex., the importance of addressing a curb ramp barrier versus a sidewalk barrier).

Combined Index Scores provide planning level context to barrier removal and overall accessibility needs within the city. As this Transition Plan is implemented, barrier removal will be guided by multiple factors, including but not limited to funding availability, the location of capital projects that include pedestrian elements, construction efficiency, and project-level analysis. Barriers of all priority levels will be removed over time.

Figures 4-12 through 4-14 show the composite scores for each of the facilities where data was collected.



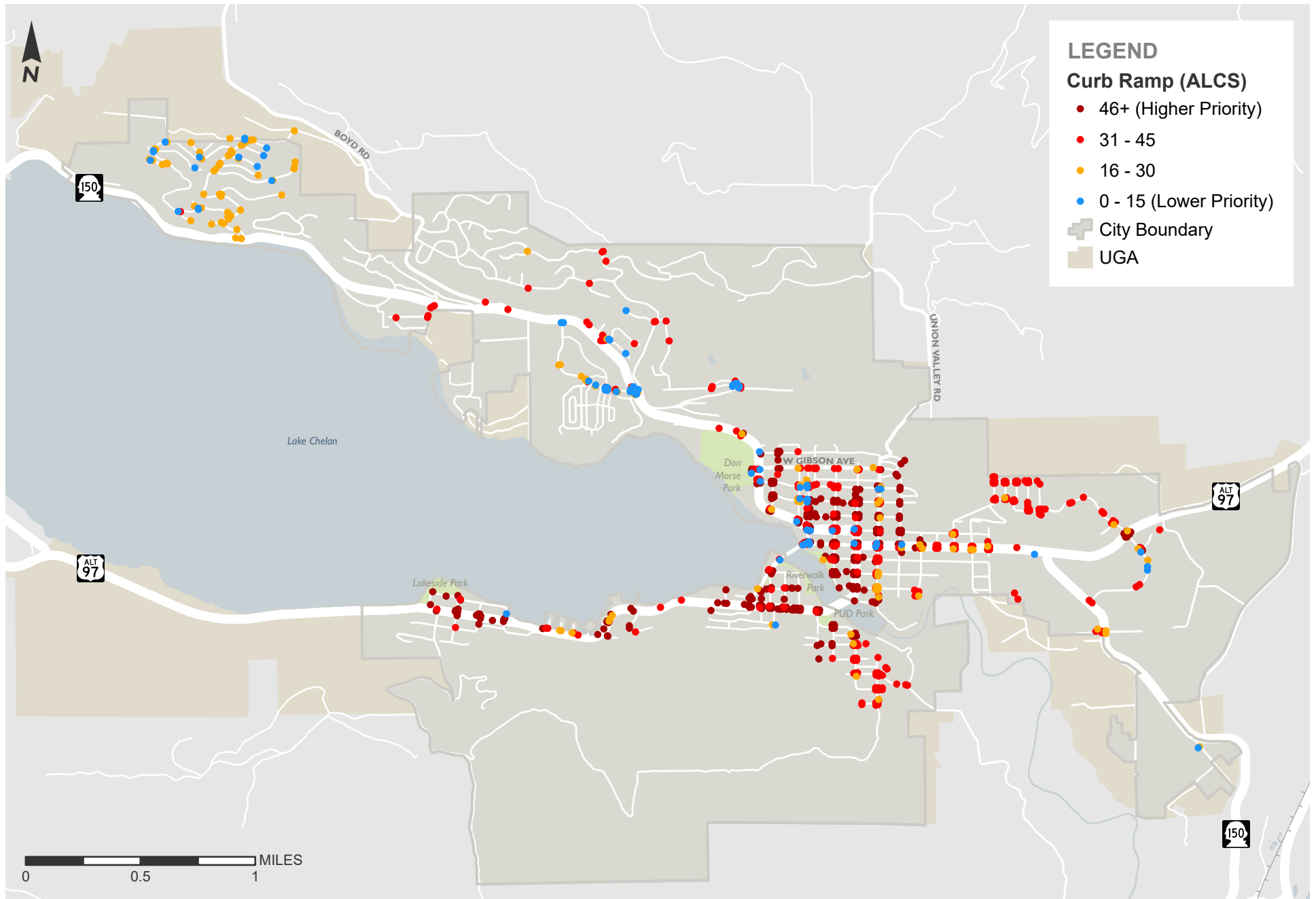
Accessibility (AIS) & Location (LIS) Combined Score (Sidewalk)

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FIGURE
4-12



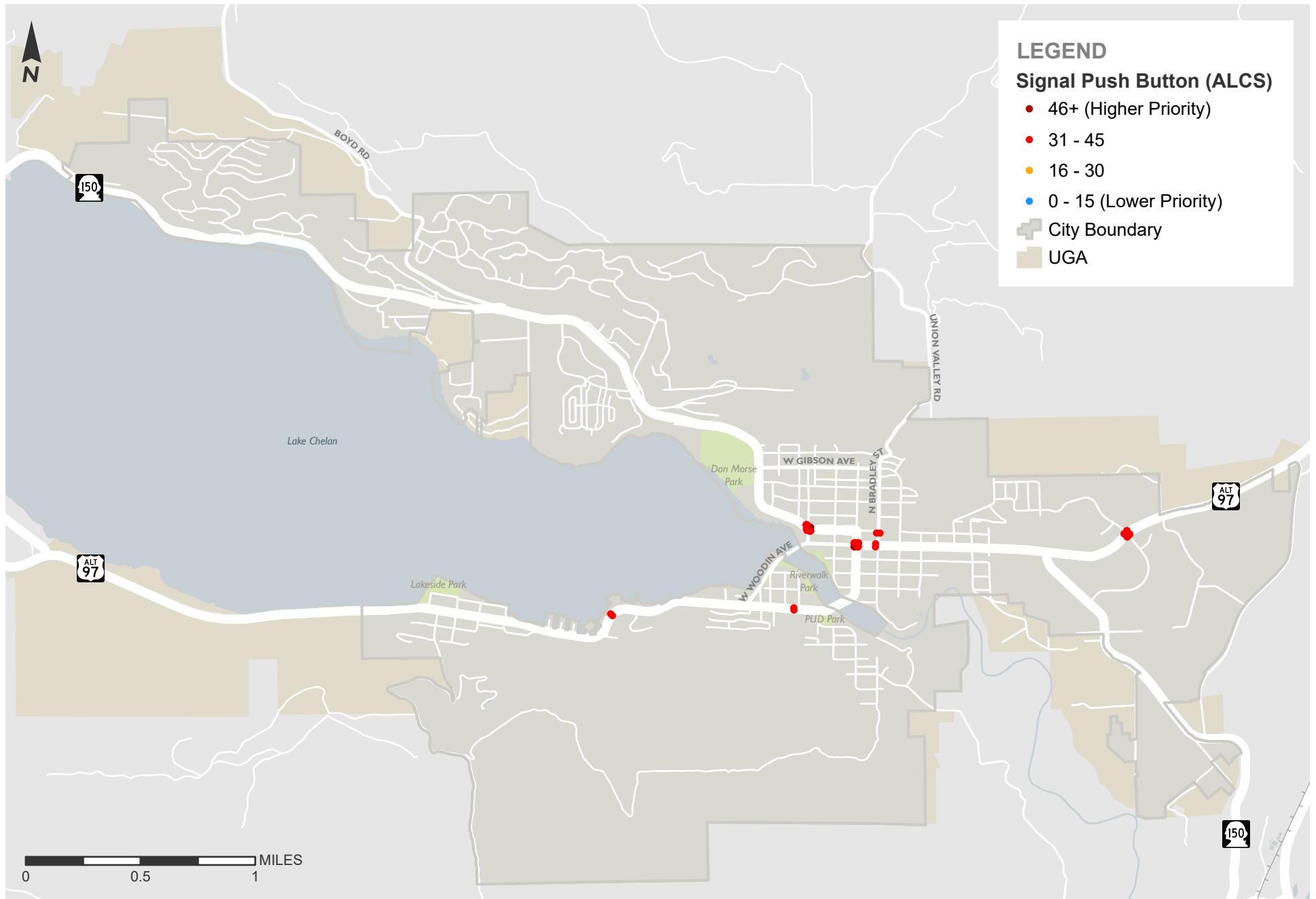
Accessibility (AIS) & Location (LIS) Combined Score (Curb Ramp)

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FIGURE
4-13



Accessibility (AIS) & Location (LIS) Combined Score (Signal Push Button)

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FIGURE
4-14

4.2.2 Planning Level Cost Estimates to Remove Pedestrian Barriers

To meet the ADA transition plan requirement of demonstrating how barriers are to be removed over time, annual available financial resources were estimated and compared to the total estimated barrier removal costs.

Process

Unit costs were developed for the improvements needed to address the pedestrian barriers inventoried through the Self-Evaluation. Unit cost estimates for each barrier type were developed using recent WSDOT and other local construction bid tabulations, input from subject matter experts, and planning level cost assumptions. Unit cost estimates assumed contract-based construction, rather than the use of in-house crews.

Unit cost estimates were applied to the inventoried barriers, with adjustments made to account for construction efficiencies and to avoid applying redundant improvements to the same facility. All cost estimates are in 2024 dollars. Cost estimate assumptions are detailed in Appendix E.

Barrier removal construction cost estimates account for contingency, design, right-of-way, mobilization, temporary erosion control, traffic control, and construction management. Sales tax, structural impacts to buildings, permit fees, inflation, and potential changes to accessibility standards are not assumed in the cost estimate.

This planning level cost analysis did not assess whether non-compliant pedestrian facilities had been built to the maximum extent feasible.

Therefore, this cost estimate may be considered conservative and actual costs may be lower pending a detailed engineering review for each facility.

*The total planning-level cost estimate, or total need, to remove **all identified pedestrian barriers is approximately \$26,810,000** (in 2024 dollars).*

Cost estimates by facility and improvement type are shown in Table 4-1.

Table 4-1 Planning Level Cost Estimate

ROW FACILITIES				
ADA DEFICIENCY	IMPROVEMENT TYPES	QUANTITY	UNIT COST	TOTAL COST
Sidewalk Improvements				
Non-compliant sidewalk (width, condition, slope, etc.)	Reconstruct existing sidewalk/ paved shoulder walkway.	50,550 SY	\$145	\$7,329,000
Non-compliant driveway (slope, grade break, etc.)	New driveway with sidewalk.	650 EA	\$2,900	\$1,885,000
Subtotal				\$9,215,000
Maintenance/Miscellaneous				
Vertical discontinuity (>1/4in - <=1/2in w/out bevel)	Sidewalk grinding (7 LF of sidewalk).	82 EA	\$250	\$20,500
Vertical discontinuity (>1/2in)	Replace two adjacent sidewalk panels (5ft x 5ft)	204 EA	\$806	\$164,333
Horizontal discontinuity	Sidewalk crack sealing/grouting (5LF per occurrence)	305 LF	\$25	\$1,525
Fixed Obstacles	Relocation of obstacles including utility pole, mailbox, tree trunk, etc.	133 EA	\$3,000	\$399,000
Moveable Obstacles	Relocation of obstacles including tree/bush (prunable), message boards, parked cars, etc.	58 EA	\$200	\$11,600
Protruding Obstacles	Relocation of obstacles including of bush/tree, signs, awnings etc.	13 EA	\$500	\$6,500
Subtotal				\$604,000
Curb Ramp Improvements				
Missing curb ramps (along existing sidewalks)	Install new curb ramp.	170 EA	\$6,000	\$1,020,000
Non-compliant ramp (running slope, cross slope, ramp width, flare slope, lip, grade break, etc.)	Reconstruct existing ramp.	462 EA	\$6,000	\$2,772,000

ROW FACILITIES				
ADA DEFICIENCY	IMPROVEMENT TYPES	QUANTITY	UNIT COST	TOTAL COST
Curb ramps without detectable warning surface (DWS), non-compliant DWS placement, non-compliant DWS depth, or non-compliant DWS Width	Install/replace detectable warning surface	59 EA	\$1,030	\$60,770
Curb ramp at marked crosswalk does not end within crosswalk.	Rechannelize crosswalk.	9 EA	\$1,100	\$9,900
Subtotal				\$3,863,000
Push button Improvements				
Non-APS push button and push button is located incorrectly.	Install new APS push button and install new pole.	12 EA	\$5,900	\$70,800
APS push button that has non-compliant dimensions and/or programming and located incorrectly.	Reprogram push button, reorient push button, and/or install tactile arrow AND Install new pole and relocate push button.	13 EA	\$3,700	\$48,100
APS push button that has non-compliant dimensions and/or programming.	Reprogram push button, reorient push button, and/or install tactile arrow.	7 EA	\$200	\$1,400
Subtotal				\$121,000
Bus Stop Improvements				
Non-compliant bus stop boarding area (running slope, cross slope, size and/or condition).	Replace/construct boarding area (8ftx5ft) and two transition panels (5ftx5ft) - 10 SY per occurrence.	210 SY	\$145	\$30,450
Subtotal				\$31,000
Accessible Parking Improvements				
Non-compliant parking stall / parking aisle slope.	Grind surface and/or add asphalt lift.	2 EA	\$2,000	\$4,000

ROW FACILITIES				
ADA DEFICIENCY	IMPROVEMENT TYPES	QUANTITY	UNIT COST	TOTAL COST
Non-compliant accessible parking stall/parking aisle width or pavement marking.	Install parking stall accessible symbol/aisle pavement markings or resize and restripe stall/aisle.	2 EA	\$200	\$400
Subtotal				\$5,000
ROW Total				\$13,839,000
Contingency @ 20%				2,768,000
Design @ 12%				1,661,000
Mobilization @ 8%				1,107,000
TESC + Traffic Control @ 12%				1,661,000
Construction Management @ 20%				2,768,000
Right-of-way @ 20%				2,768,000
ROW TOTAL 2024 DOLLARS				26,572,000
ON-SITE FACILITIES				
ADA DEFICIENCY	IMPROVEMENT TYPES	QUANTITY	UNIT COST	TOTAL COST
Sidewalk Improvements				
Non-compliant sidewalk (width, condition, slope, etc.)	Reconstruct existing sidewalk/ paved shoulder walkway.	328 SY	\$145	\$47,958
Subtotal				\$48,000
Maintenance/Miscellaneous				
Vertical discontinuity (>1/2in)	Replace two adjacent sidewalk panels (5ft x 5ft panels)	2 EA	\$806	\$1,611
Horizontal discontinuity	Sidewalk crack sealing/grouting (5LF per occurrence)	40 EA	\$5	\$200
Fixed Obstacles	Relocation of obstacles including utility pole, mailbox, tree trunk, etc.	1 EA	\$3,000	\$3,000
Movable Obstacles	Relocation of obstacles including tree/bush (prunable), message	5 EA	\$200	\$1,000

ROW FACILITIES				
ADA DEFICIENCY	IMPROVEMENT TYPES	QUANTITY	UNIT COST	TOTAL COST
	boards, and parked cars, etc.			
Subtotal				\$6,000
Curb Ramp Improvements				
Non-compliant ramp (running slope, cross slope, ramp width, flare slope, lip, grade break, etc.)	Remove and reconstruct existing ramp	2 EA	\$6,000	\$12,000
Curb ramps without detectable warning surface (DWS), non-compliant DWS placement, non-compliant DWS depth, or non-compliant DWS Width	Install/replace detectable warning surface	1 EA	\$1,030	\$1,030
Subtotal				\$14,000
Accessible Parking Improvements				
Non-compliant parking stall/parking aisle slope.	Grind surface and/or add asphalt lift.	36 EA	\$2,000	\$72,000
Non-compliant accessible parking stall/parking aisle width or pavement marking.	Install parking stall accessible symbol/aisle pavement markings or resize and restripe stall/aisle.	11 EA	\$200	\$2,200
Non-compliant sign height or no sign indicating accessible stall.	Install new sign or adjust existing sign.	16 EA	\$200	\$3,200
Subtotal				\$78,000
On-Site Total				\$146,000
Contingency @ 20%				\$29,000
Design @ 12%				\$18,000
Mobilization @ 8%				\$12,000
Construction Management @ 20%				\$29,000
On-Site Total				\$234,000
ROW and ON-SITE GRAND TOTAL				\$26,806,000

4.2.3 Barrier Removal Funding

A requirement of this plan is to forecast available funding that may be used to support plan implementation. This plan assumes a total existing funding level for barrier removal of \$225,000 per year for pedestrian barrier removal. A breakdown of the annual budget resources anticipated to be available to support pedestrian barrier removal implementation follows.

- Pavement Preservation Program, \$3,000.
- Transportation Improvement Program Projects, \$219,000
- Sidewalk Replacement Program, \$3,000

See Section 4.1 for details on these programs. These improvements may address low, medium, high, and very high priority barriers based on the location of a proposed larger project or maintenance program. It was assumed that the ADA Barrier Projects funding is allocated primarily to very high priority barriers, and the remaining current funding is allocated evenly to low, medium, and high priority barriers.

4.2.4 Schedule

Based upon the Self-Evaluation, planning-level cost estimates, identified barrier removal methods, and projected budgetary resources that may be available, a barrier removal budget and schedule was developed. Due to the large investment needed to remove accessibility barriers, it is important to identify the highest priority barriers and focus resources to remove them first.

An analysis of the barrier prioritization was completed to determine how many barriers found during the self-evaluation process are classified as 'very high', 'high', 'medium', and 'low' priority as defined in Section 4.1. Highest priority level represents a significant barrier to accessibility in areas with higher pedestrian demand. Lower priority levels represent lesser barriers to accessibility in areas with lower pedestrian demand. Although some facilities will receive low ratings, all barriers associated with them will still need to be removed or be determined and documented to have been built to the maximum extent feasible.

The City of Chelan should aim to remove the highest priority barriers first as targetable funding becomes available. This will support the goal of providing better access to the most needed programs in the shortest timeframe possible. Total cost estimates by priority are shown in Table 4.2

Table 4-2 Cost Estimate by Priority

	Low Priority Barriers (1- 15 points)	Medium Priority Barriers (16-30 points)	High Priority Barriers (31-45 points)	Very High Priority Barriers (46+ points)
Percentage	20%	27%	36%	16%
Total Cost	\$5,399,000	\$7,263,000	\$9,770,000	\$4,389,000

A transition plan was developed to target removal of high priority barriers. With the City's current funding allocation, **approximately 48 transition years would be required to remove all very high priority barriers.** An approximately 20- to 30-year plan was developed to estimate the additional annual funding required to remove all very high priority barriers. The transition plan schedule is summarized in Table 4-3.

Table 4-3 ADA High Priority Barrier Removal Transition

Transition Years	Recommended Additional Annual Investment
20 Years	\$130,000
25 Years	\$80,000
30 Years	\$50,000

The City should create a two to five-year barrier removal plan with a list of projects to remove specific barriers. This program should focus on the highest priority barriers as funding allows. The purpose of the repeated program is to make progress in barrier removal but also to provide a way to reassess the 20- to 30-year plan and measure incremental progress. In order to inform the two-to-five-year program, a scoping effort should occur that includes site visits for remaining areas identified as highest priority to determine the severity of the barrier and to assess possible solutions to fix issues. When selecting projects, site conditions and improvement feasibility should be considered. Areas with multiple barriers within proximity to one another can be grouped together to achieve cost savings. As areas are identified, additional data collection should be completed in the vicinity of the proposed project and added into the facility's GIS database. The additional information will provide the remaining attributes necessary to determine if a facility fully meets PROWAG requirements.

Following completion of each two to five-year plan implementation cycle, lessons learned regarding costs, methods, schedule, and outcomes shall be evaluated to inform the next two-to-five-year cycle of pedestrian barrier

removal investments. If progress is slower than anticipated, additional funding may be required. If progress is faster than anticipated, a shorter timeline may be achievable. Several factors may contribute to differences between the estimated transition schedule and the actual rate and cost of implementation. Some of these factors include actual funding acquired, individual project cost, site specific design savings, additional deterioration of pedestrian facilities, and unanticipated capital projects. In addition, it may be determined that some barriers identified through this transition plan are on facilities that have been built to the maximum extent feasible as discussed in Section 5.1. Each project to remove barriers should be evaluated to determine if improvements to the facility are feasible in the engineering design phase.

5 Recommendations and Next Steps

5.1 Recommended Actions

This chapter provides a set of recommendations intended to inform the implementation of this Transition Plan and ongoing removal of pedestrian barriers. Recommendations are not presented in priority order and represent near-term and longer-term Transition Plan implementation workplan tasks.

Recommendations identified as Pending require additional action from the City to implement. Underway recommendations are in progress at this time. On-going recommendations have been previously established and are continually in progress. Complete recommendations have been completed but may require additional action based on adjustments noted in this section.

Recommendation 1: Update City design standards to match ADA Standards

Status: Pending

A detailed audit of City design standards using *Proposed Guidelines for Pedestrian Facilities in the Public Right-of-Way 2011* (PROWAG) was conducted to inform Chapter 2. This audit, which is included in Appendix A, recommends specific changes and additions to the City's standard plans and municipal code. Recommendations were identified for updating existing sidewalk, curb ramp, and push button standards and filling in ADA guidelines for areas not covered in the City's standards and code. The City of Chelan should update these documents to meet PROWAG standards.

Recommendation 2: Identify an official responsible for Transition Plan implementation within the Public Works Department

Status: Completed

The City's Public Works Director has been identified as the responsible official/ADA Coordinator. This ADA Coordinator position is one of the four major federal requirements for every ADA transition plan. The current City of Chelan ADA Coordinator is Jake Youngren, PE. The ADA Coordinator is responsible for facilitating transition planning activities such as responding to grievance requests. They also function as a central figure for organizing the various programs within the City to maintain a consistent approach to barrier removal and achieving ADA standards across capital, maintenance, and operational activities.

Official Responsible for Plan Implementation:

Public Works Director Jake Youngren, PE
jyoungren@cityofchelan.us

Recommendation 3: Develop a Citywide Accessible Pedestrian Signal (APS) policy

Status: Pending

Accessible Pedestrian Signal (APS) policies serve as a means for cities to be consistent with ADA requirements at traffic signals. The APS policy covers when installation of APS devices that "communicate information about pedestrian timing in nonvisual formats such as audible tones, verbal messages, and/or vibrating surfaces" (MUTCD) is required. The proposed APS policy is included in Appendix F. It is recommended that this policy be modified to specify that all signalized intersections are required to have APS devices installed that meet ADA requirements.

**Recommendation 4:
Educate City staff, consultants, and
contractors on ADA standards and
provide dedicated training to City
inspectors**

Status: On-going

Transition plans are often a learning experience for City staff, consultants, and contractors alike since they change existing practices and expectations. The City of Chelan should use updates to the City's design standards as an opportunity to teach and learn about accessibility and the barriers that those with limited mobility or other impairments experience when traveling in the City's public right-of-way. This should include clarifying guidance from the Department of Justice, for example, that when pedestrian facilities (curb ramps, sidewalks, crosswalks, pedestrian signals, etc.) within the public right-of-way are altered, they must be revised/replaced to meet current ADA standards. Education can take many forms from review of updated design standards with key individuals such as field inspectors and contractors, development and review of City specific design standards or checklists with City engineers, or training from groups that serve those with disabilities.

**Recommendations 5:
Develop a standard grievance process for
barriers to accessibility**

Status: Pending

Public entities subject to Title II of the ADA are required to adopt and publish a grievance procedure as part of their transition plan. A grievance process allows community members to formally report denial of access to a City facility, program, or activity on the basis of disability.

Currently, The City of Chelan does not have an established process to file a grievance with the City's ADA Coordinator. The City's grievance process could include a two-step approach to comply with the requirement for grievance procedures. The first step of the process would be to file a "Request for Service" and the

second step to file for a "Grievance". A Request for Service allows the public to request accommodations for barrier removal. Making a request should be possible in-person, by telephone, by mail, via e-mail, or via an accessible webpage with a link to an online form and should be recorded by the City. Information on how to file the request should be easily accessible. Recording requests is critical for recordkeeping and to evaluate the Department's response to ADA-related requests.

The second step, a Grievance, is used to report denial of access to a City facility, activity, or program. A Request for Service should be required prior to submitting a Grievance. The City should then acknowledge, review the filing, and respond within a set number of days upon receipt. A clear process for appeal of a Grievance decision should be communicated if denial is issued.

Review of the City's current grievance policy resulted in the following recommendations.

Establish a two-step grievance process with the first step being a less formal request for services followed by step two, a formal grievance.

Make the service request/grievance process easily navigable from the main City website.

Revise the City's website to define the service request/grievance process as a two-step process and provide clear directions to follow these steps.

Ensure that the City's website and PDF forms are accessible using common screen readers and provide alternative ways of filling this form. This could include providing a fillable web form and/or contact information to submit a service request or grievance verbally as alternatives to the existing PDF form.

The City will make every attempt to provide the type of service requested. The department's contact or ADA Coordinator will consult with the requestor to identify in what ways an effective accommodation can be provided in the context of the department's program, service, or activity. The department's contact person or ADA Coordinator may ask the individual with

the disability for technical assistance and information.

An example of a recommended grievance procedure can be found in Appendix G.

The following adjustments are recommended to the City's accommodation request and grievance process:

- Make the grievance process easily navigable from the City's main website, and provide a designated grievance request webpage, instead of embedding the grievance procedure within the ADA Policy documentation.
- Streamline the grievance request process with an online submission option via the City's website.
- Identify how and why a grievance may be accepted or denied by the City.
- Connect the reporting tool used in the public engagement effort for this plan to the request for accommodation webpage.

Recommendation 6:

Develop a consistent and centralized MEF documentation database

Status: Pending

The ADA dictates that alterations that could affect the usability of a facility must be made in an accessible manner to the maximum extent feasible (MEF). ADA Standards for Accessible Design (2010) dictates that:

Each facility or part of a facility altered by, on behalf of, or for the use of a public entity in a manner that affects or could affect the usability of the facility or part of the facility shall, to the maximum extent feasible, be altered in such manner that the altered portion of the facility is readily accessible to and usable by individuals with disabilities, if the alteration was commenced after January 26, 1992.

The City should document newly constructed or altered facilities that have been built to the maximum extent feasible rather than full ADA standards using standard template. An example template is included in Appendix H. Each

project is to be evaluated to determine if improvements to the facility are feasible in the engineering design phase.

When it is infeasible to fully remove any barriers, the reason for any deviation from accessibility standards should be documented. To help organize MEF documentation, a central location for all MEF documentation can be established and geocoded to the facility location to ensure consistency of data for facilities designed and constructed by others. Consolidation of past MEF records into this data is also recommended.

Recommendation 7:

Develop performance measures and processes to track removal of barriers

Status: Pending

The primary purpose of an ADA transition plan is to develop a plan for removal of accessibility barriers. To show progress towards this requirement, the City of Chelan should develop a process of tracking barrier removal on an annual basis. It is recommended that the City actively update the GIS ADA self-evaluation database developed for this plan, tracking how and when ADA barriers are removed. This data can be used to provide two-to-five-year updates on progress and demonstrate to the public as well as federal regulators that the City is making progress to meet Title II requirements. These updates should coincide with the two-to-five-year planning efforts completed to outline future barrier removal efforts.

Recommendations 8:

Continue data collection for pedestrian features in the public right-of-way

Status: Ongoing

The City should continue their data collection efforts to complete their database of pedestrian facilities in the public right-of-way. Attributes that are part of the PROWAG standards but not included in the first round of collection should be added to the GIS database as well as new types of facilities not inventoried like street parking, crosswalks, and bus stops. As construction projects within the City of Chelan

enter into the as-built phase, pedestrian facility data should be collected and entered into the GIS Database to enhance the barrier removal tracking process.

**Recommendation 9:
Review and clarify policies relating to accessibility and implementation of accessible features in construction projects**

Status: Pending

Work zones must provide the same level of accessibility as permanent pedestrian facilities covered by ADA requirements. Pedestrian accessibility must be maintained in areas of street construction and maintenance. The City should review its standards and policies to ensure that temporary, alternative walking routes are available within designated construction zones.

The City of Chelan should develop and publish guidelines for replacing pedestrian facilities that are impacted by construction projects. When facilities are altered by construction, they should be reconstructed within ADA compliance to the maximum extent feasible. The City's guidelines would outline expectations for reconstructed facilities and who holds responsibility for reconstruction.

**Recommendation 10:
Look for opportunities to increase existing barrier removal funding**

Status: Pending

As stated in Section 4.2.4 and Table 4-2, with the City's current funding allocation for barrier removal, approximately 48 transition years would be required to remove all very-high priority barriers, and an additional annual investment of \$50,000 is required to remove all high priority barriers within an approximate 30-year transition period. Additional annual investment may be necessary to remove the existing very-high priority barriers that challenge ADA users in Chelan. It is recommended that the City actively look for opportunities to increase annual barrier removal funding. In addition, the City of

Chelan should identify barriers within the city that fall under WSDOT ownership and determine a plan for cost-sharing regarding improvements to these barriers.

**Recommendation 11:
Evaluate all City Programs and Activities as they relate to the ADA**

Status: Pending

The focus of the initial self-evaluation was on ADA barriers related to the public right-of-way within the City. Although this plan's focus was limited to these elements, the requirements for accessibility found in Title II of the ADA also apply to certain physical facilities such as City-owned buildings. Additionally, Title II ADA requirements apply to many functions, programs, and activities that the City may provide or engage in such as community gatherings, recreational groups, and City-sponsored events. In addition to these program and facility types, self-evaluation and transition planning related to activities such as hiring communications, recreational programs, and emergency programs, should be performed to identify barriers within all City buildings, parks, programs, and activities.

Appendices

Appendix A - Standards Review Barrier Audit

TECHNICAL MEMORANDUM

Date:	April 15, 2024	TG:	1.22131.01
To:	Robert Goedde – City of Chelan		
From:	Ryan Peterson, PE, PTOE, Transpo Group		
Subject:	Barrier Removal Audit – City of Chelan ADA Transition Plan		

The City of Chelan maintains road design standards and municipal code regarding pedestrian facilities. The design standards are used for both public and private work performed within the street right-of-way of the City of Chelan. This memorandum describes design guidelines that meet the requirements of the Americans with Disabilities Act (ADA), common accessibility design issues, and references to specific design guidelines. The audit of the City's roadway design standards and municipal code as they relate to pedestrian features within the public right-of-way include the City of Chelan Development Standards Manual 2015 (CDSM) and the City of Chelan Municipal Code (CMC).

Design Guidelines

There are several key design measurements that ADA design guidelines address. These measures are used because they are important to the accessibility and safety of the facility. When pedestrian facility designs cannot be constructed to full design requirements, they should be built to conform to the maximum extent feasible. When this arises, the City should identify the location where this occurs, provide justification, and document for future reference.

Several guidelines and references are available to assist the City of Chelan in adhering to accessible design standards based on the needs for various projects. There are many opportunities to improve pedestrian conditions by identifying areas of need and establishing the appropriate accessibility design requirements.

2010 ADA Standards for Accessible Design (ADAS) (September 2010)

The Department of Justice published revised regulations for Titles II and III of the Americans with Disabilities Act of 1990 "ADA" in the Federal Register on September 15, 2010. These regulations adopted revised, enforceable accessibility standards called the 2010 ADA Standards for Accessible Design "2010 Standards". The 2010 Standards set minimum requirements – both scoping and technical — for newly designed and constructed or altered State and local government facilities, public accommodations, and commercial facilities to be readily accessible to and usable by individuals with disabilities.

Proposed Guidelines for Pedestrian Facilities in the Public Right-of Way (PROWAG) (August 2023)

The United States Access Board is the rule making body that guides ADA compliance across the US. Since the early 2000's the US Access Board has been in the process of updating its Public Right-of-Way Accessibility Guidelines, with the most recent update published in August 2023. These guidelines focus on the accessibility of sidewalks, curb ramps, operable parts, parking, and other pedestrian facilities within the public right-of-way. The draft guidelines cover legislative background, administration requirements, and design requirements.

Many public entities currently use the 2005 draft PROWAG as 'best practice' for features within the public right-of-ways. This practice has been endorsed by the Federal Highway Administration (FHWA), the US Access Board, and is the standard the Washington Department of Transportation adheres to. PROWAG sections referenced in this memo refer to 2023 PROWAG sections. When these standards conflict with the 2010 ADA, the PROWAG standard is recommended.

Design Requirements and Recommendations

Although the City of Chelan has standards in place it is important for the standards to be consistent and compliant with the above standards and guidelines. To that end, this memo will provide recommendations to improve and clarify the existing city documents. As well, recommended actions are included where necessary to meet ADA design standards and best practice. The following tables describe requirements for specific design elements, how they are addressed in City standards, and recommendations for modifications.

The City of Chelan Development Standards Manual provides references to other regulations and specifications that all road plans shall be consistent with in addition to the City standards and ordinances, and City of Chelan Municipal Code.

“Design detail, workmanship and materials shall be in accordance with the current edition of the “Standard Specifications for Road, Bridge and Municipal Construction”, the “APWA Amendments to Division One”, and the “Standard Plans for Road, Bridge, and Municipal Construction”, all written and promulgated by the Washington State Chapter of the American Public Works Association and the Washington State Department of Transportation, except where these standards provide otherwise.”

“The following specifications shall be applicable when pertinent, when specifically cited in the standards or when required by a higher funding authority”

...

4. Criteria set forth in the City of Chelan Traffic Circulation Enhancement Study.
5. Criteria set forth in the Local Agency Guidelines as amended and approved by Washington State Department of Transportation, most current edition.
6. Conditions and standards as set forth in the WSDOT Design Manual as amended and approved by WSDOT.
7. U.S. Department of Transportation Manual on Uniform Traffic Control Devices (MUTCD) as amended and approved by Washington State Department of Transportation.
8. DOT Construction Manual as amended and approved by Washington State Department of Transportation.
9. Standard Specifications for Road, Bridge, and Municipal Construction as amended and approved by Washington State Department of Transportation.
10. Policy on Design of Highways and Streets by American Association of State Highway and Transportation Officials (AASHTO).
11. Trip Generation Manual by Institute of Traffic Engineers (ITE).

Sidewalks and Pathways

Sidewalks are mentioned in the City's development standards manual and city code. These standards cover desired dimensions and materials to be used for construction of these facilities. Sidewalks are a common element found in a pedestrian access route (PAR).

Design Element	Requirement	Review	Recommendations
Pedestrian Access Route (PAR) & Connection to accessible facilities	Accessible elements, spaces, and pedestrian facilities required to be accessible and connect to accessible routes.	<p>Sidewalks are mentioned in CDSM Section 5 for width dimensions based on the type of street classification that the sidewalk is on.</p> <p>Connection to accessible facilities is mentioned in CMC Chapter 17.14.030:</p> <p>D.2: Access to sidewalk. All buildings shall have clear pedestrian access to the sidewalk.</p> <p>D.4: Parking Lot Pathways. A paved walkway of sidewalk with 8 feet of unobstructed width shall be provided for safe walking areas through parking lots greater than 150 feet long (measured either parallel or perpendicular to the street front.</p>	N/A
Sidewalk Width	<p>Minimum clear width of PAR is 48 in. excluding the curb; however, on PAR less than 60 in. wide, passing space of 60 in. by 60 in. min. is required every 200 ft. minimum (PROWAG R302.2 and R302.3)</p> <p>The clear width of walking surfaces shall be 36 inches minimum. The clear width shall be permitted to be reduced to 32 inches minimum for a length of 24 inches maximum provided that reduced width segments are separated by segments that are 48 inches long minimum and 36 inches wide minimum. Additional space is required at turns (ADAS 403.5.1).</p>	<p>Sidewalk minimum width is based on Roadway Classifications (add 0.5in for curb):</p> <p>Commercial or Industrial areas – 10ft</p> <p>Local/Private (Terrain ≤15%) – 5ft both sides</p> <p>Local/Private (Mountainous > 15%) – 5ft one side</p> <p>Minor Collector (Terrain ≤15%) – 5ft both sides</p> <p>Minor Collector (Mountainous > 15%)) – 5ft both sides</p> <p>Major Collector (Terrain≤15%) – 5ft both sides</p> <p>Principal Arterial (Terrain≤15%) – 10ft both sides</p> <p>The minimum sidewalk width for arterials will be six feet for all other areas not designated within City planning documents.</p> <p>CDSM Table 5C.030 Minimum Stret Design Standards (pg. 5-7).</p>	N/A

Sidewalks and Pathways

Design Element	Requirement	Review	Recommendations
Sidewalk Running Slope	<p>When the PAR is contained within highway right-of-way, the grade shall not exceed 1:20 (5.0%). But with the exception of where the grade established for the adjacent street exceeds 1:20 (5.0%), the grade of the PAR shall not exceed the grade established for the adjacent street (PROWAG R302.4.1).</p> <p>The running slope of walking surfaces shall not be steeper than 1:20 (ADAS 403.3).</p>	Not mentioned.	On CDSM Figures for Local/Private, Minor Collector, Major Collector, Arterial Street Design (Pg. 6-2 to Pg. 6-4) add note that the running slope for a sidewalk along the roadway shall not exceed the general grade of the roadway. Sidewalks not adjacent to a roadway shall not have a running slope greater than 5%.
Sidewalk Cross Slope	<p>The cross slope of a PAR not contained within a crosswalk shall be 1:48 (2.1%) maximum. But except for the portion of a PAR within a street that connects an accessible parallel on-street parking space to the nearest crosswalk at the end of the midblock crosswalk is not required to comply with R302.5 (PROWAG R302.5.1)</p> <p>The cross slope of walking surfaces shall not be steeper than 1:48 (ADAS 403.3).</p>	Not mentioned.	Recommend including a desired cross slope of 1.5% or flatter to allow for construction tolerances with 2% as the maximum cross slope.
Protruding Objects	<p>Objects with leading edges more than 27 in. and less than 80 in. above the walking surface shall not protrude more than 4 in. maximum horizontally into the pedestrian circulation path (PCP). Exception: Handrails shall be permitted to protrude to 4.5 in. maximum (PROWAG R402.2 & ADAS 307.2).</p> <p>Objects mounted on free-standing posts or pylons more than 27 in. and less than 80 in. above the walking surface shall not protrude into the PCP more than 4 in. maximum measured horizontally from the post or pylon base. The base dimension shall be 2.5 in. thick minimum (PROWAG R402.3.1).</p> <p>Where objects are mounted between posts or pylons and the clear distance between the posts or pylons is greater than 12 in., the lowest edge of the object shall be 27 in. maximum or 80 in. minimum above the walking surface. But except when a barrier with its lowest edge at 27 in. is provided between the posts or pylons (PROWAG R402.3.2).</p> <p>Free-standing objects mounted on posts or pylons shall overhang circulation paths 12 inches maximum when located 27 inches minimum and 80 inches maximum above the finish floor or ground. Where a sign</p>	<p>CDSM Neighborhood delivery and collector box unit figure (pg. 6-22) is shown having a minimum 5ft clear width is required for the PAR.</p> <p>CDSM Sign installation figure (pg. 6-23) shows signs to have height requirements from the base of the sign to the ground. For rural areas, a 5' minimum height is required and a 7' minimum is required for other areas.</p>	Add a section about general protruding objects that relate to fire hydrants or any other protruding objects that can be adjacent to PARs. that conform to ADA requirements.

Sidewalks and Pathways

Design Element	Requirement	Review	Recommendations
	or other obstruction is mounted between posts or pylons and the clear distance between the posts or pylons is greater than 12 inches, the lowest edge of such sign or obstruction shall be 27 inches maximum or 80 inches minimum above the finish floor or ground (ADAS 307.3).		
Surface Discontinuities	<p>Vertical surface discontinuities 0.25 in. maximum shall be permitted. Vertical discontinuities between 0.25 in. and 0.5 in. maximum shall be beveled not steeper than 1:2 (50%). Changes in level greater than 0.5 in. up to 6 in. shall have an 1:12 (8.3%) max. slope. Changes to a level greater than 6 in. shall comply to PROWAG R407 (PROWAG R302.6.2).</p> <p>Horizontal openings shall not allow passage of a sphere more than 0.5 in. in diameter. Except where multiple directions of travel intersect, elongated openings in grates shall be placed so that the long dimension is perpendicular to the dominate travel direction (PROWAG R302.7.3).</p> <p>Vertical changes in level of ¼ inch high maximum shall be permitted to be vertical. Changes in level between ¼ inch high minimum and ½ inch high maximum shall be beveled with a slope not steeper than 1:2 (ADAS 302.2 & 302.3).</p>	Refers to other standard publications for items not covered in the standards. (CDSM Section 5B.010).	N/A

Crossings

Crosswalks are part of the PAR at intersections, midblock crossings, and pedestrian refuge islands. These are important connections across streets to enable pedestrians travelling from one side to the other.

Design Element	Requirement	Review	Recommendations
Crosswalk Running Slope	The running slope shall be 1:20 (5%) maximum, measured parallel to the direction of pedestrian travel in the crossing. Except where roadway design requires superelevation greater than 1:20 (5%) at the location of the crosswalk, the grade of the crosswalk may be the same as the superelevation (PROWAG R302.4.3).	Not mentioned.	On CDSM Figures for Local/Private, Minor Collector, Major Collector, Arterial Street Design (Pg. 6-1 to Pg. 6-4) add notes about a running slope of the crosswalk having a maximum grade of 5%.
Crosswalk Cross Slope	<p>Crosswalk cross slope at yield or stop control crossings shall be 1:48 (2.1%) maximum (PROWAG R305.2.1).</p> <p>Crosswalk cross slope at uncontrolled crossings shall be 1:20 (5.0%) maximum (PROWAG R302.5.2.2).</p> <p>Crosswalk cross slope at a traffic control signal or pedestrian hybrid beacon shall be 1:20 (5% percent maximum (PROWAG R302.5.2.3).</p> <p>Crosswalk cross slope at midblock crossings shall not exceed the street grade (PROWAG R302.5.2.4).</p>	Not mentioned.	On CDSM Figures for Local/Private, Minor Collector, Major Collector, Arterial Street Design (Pg. 6-1 to Pg. 6-4) add notes about a cross slope of the crosswalk having a maximum grade of 2.1%.
Refuge Islands	<p>Detectable warning surfaces at cut-through pedestrian refuge islands shall be located no greater than 6 in. from the edges of the pedestrian refuge island or at back of curb and be separated by a 24 in. minimum length of surface between detectable warning surfaces (PROWAG R305.2.4).</p> <p>The clear width of a PAR within a median and pedestrian refuge islands shall be 60 in. minimum. Except where a shared use path crosses a median and pedestrian refuge island, they shall be a minimum of 60 in. or at least as wide as the crosswalk, whichever is greater (PROWAG R302.2.1).</p>	Refers to other standard publications for items not covered in the standards. (CDSM Section 5B.010).	N/A

Curb Ramps

Curb ramps are the immediate junctions between the sidewalk and street crosswalk. Perpendicular and diagonal curb ramps have a running slope that cuts through the curb at right angles, while parallel curb ramps have a running slope that is in-line with the sidewalk. Combination ramps include elements of both parallel and perpendicular curb ramps.

Design Element	Requirement	Review	Recommendations
Ramp Width	<p>The clear width of curb ramp runs and blended transitions, excluding flares, shall be 48 in. minimum. The clear width of curb ramp runs on a shared use path shall be equal to the width of the shared use path (PROWAG R304.5.1).</p> <p>The clear width of a ramp run shall be 36 inches minimum (ADAS 405.5).</p>	Refers to other standard publications for items not covered in the standards. (CDSM Section 5B.010).	N/A
Running Slope	<p>The running slope shall be 1:12 (8.3%) maximum but shall not require the ramp length to exceed 15.0 ft. (PROWAG R304.2.1 and R304.3.1).</p> <p>The running slope of blended transitions shall be 1:20 (5.0%) maximum (PROWAG R304.4.1).</p> <p>Ramp runs shall have a running slope not steeper than 1:12. In existing sites, buildings, and facilities, ramps shall be permitted to have running slopes steeper than 1:12 complying with Table 405.2 where such slopes are necessary due to space limitations (ADAS 405.2).</p>	<p>Handicap Ramp Type I, Wheelchair ramp detail with and without landings are shown to have a 1:12 running slope.</p> <p>(CDSM pg. 6-14 to 6-16).</p>	N/A
Cross Slope	<p>The cross slope for perpendicular curb ramps shall be 1:48 (2.1 %) maximum but are permitted to be equal or less than the cross slope of the crosswalk. (PROWAG R304.2.2).</p> <p>The cross slope for parallel curb ramps shall be 1:48 (2.1 %) maximum (PROWAG R304.3.2).</p> <p>The cross slope for blended transitions shall be equal to or less than the cross slope of the crosswalk (PROWAG R304.4.2).</p> <p>Cross slope of ramp runs shall not be steeper than 1:48 (ADAS 405.3).</p>	Not mentioned.	Add a grading note on CDSM figures on pg. 6-14 to 6-16 that states the curb ramp is required to have a 1:48 (2.1%) maximum grading.

Curb Ramps

Design Element	Requirement	Review	Recommendations
Flared Sides	<p>Flared sides shall have a slope of 1:10 (10.0%) maximum, measured parallel to the curb line, shall be provided where a pedestrian circulation path crosses the side of the curb ramp (PROWAG R304.2.6).</p> <p>Curb ramp flares shall not be steeper than 10 percent (ADAS 406.3).</p>	<p>Wheelchair ramp detail with and without landing shows the flared sides to have a slope of 1:12 (CDSM pg. 6-14 to 6-15).</p>	<p>On CDSM figures for wheelchair ramps on pg. 6-14 to 6-15, change the value of the slope to 1:10 to conform to ADA recommendations. Also, add a note for the flared side slopes to be at 1:10 to CDSM figure on pg. 6-16.</p>
Direction	<p>Perpendicular curb ramps shall have a running slope that is perpendicular to the curb or gutter grade break (PROWAG R304.2.1).</p> <p>Parallel curb ramps shall have a running slope that is parallel to the curb (PROWAG R304.3.1).</p>	<p>Refers to other standard publications for items not covered in the standards. (CDSM Section 5B.010).</p>	N/A
Change of Grade	<p>The counter slope of the gutter or street at the foot of curb ramp run, blended transitions, and turning space shall be based off either two conditions:</p> <ul style="list-style-type: none"> A. The change of grade shall not exceed 13.3 percent. B. A transitional space is provided at the bottom of the running slope of the curb ramp run or blended transition. The transitional space shall extend 24 inches minimum in the direction of pedestrian travel and the full width of the curb ramp/blended transition. Transitional space will have a running slope of 1:48 or 2.1% maximum. <p>(PROWAG R304.5.2)</p> <p>Counter slopes of adjoining gutters and road surfaces immediately adjacent to the curb ramp shall not be steeper than 5%. The adjacent surfaces at transitions at curb ramps to walks, gutters, and streets shall be at the same level (ADAS 406.2).</p>	<p>Not mentioned.</p>	<p>On CDSM figures for wheelchair ramps on pg. 6-14 to 6-15, add a note that states the curb ramp is required to have a grade change no greater than 13.3 %, OR provide a transitional slope at the bottom of the running slope of the curb ramp or blended transition that extends 24 inches minimum in the direction of pedestrian travel and the full width of the ramp, with a maximum running slope of 2.1%</p> <p>Add note to CDSM figures for wheelchair ramps on pg. 6-14 to 6-15 that restricts counter slopes of adjoining gutters and road surfaces to 5% maximum.</p>
Grade Breaks	<p>Grade breaks at the top and bottom of curb ramps shall be perpendicular to the direction of ramp run. Grade breaks shall not be permitted on the surface of ramp runs and turning spaces. Surface slopes that meet at grade breaks shall be flush (PROWAG R304.3.3).</p> <p>Changes in level other than the running slope and cross slope are not permitted on ramp runs (ADAS 405.4).</p>	<p>Refers to other standard publications for items not covered in the standards. (CDSM Section 5B.010).</p>	N/A.

Curb Ramps

Design Element	Requirement	Review	Recommendations
Landing Size	<p>For perpendicular curb ramps, the landing shall be 48 in. by 48 in. minimum and be provided at the top of the curb ramp. At shared used paths, the landing shall be as wide as the shared used path. (PROWAG R304.2.5).</p> <p>For parallel curb ramps, the landing shall be 48 in. by 48 in. minimum shall and be provided at the bottom of the curb ramp. (PROWAG R304.3.4)</p> <p>The landing clear length shall be 36 inches minimum. The landing clear width shall be at least as wide as the curb ramp, excluding flared sides, leading to the landing (ADAS 406.4).</p>	The landing size is shown to have a 5' minimum width on CDSM pg. 6-14.	N/A.
Landing Slope	<p>For perpendicular curb ramp landings that serve one curb ramp, the landing slope measured perpendicular to the curb ramp run shall be equal to or less than the cross slope of the ramp run. The landing slope measured parallel to the curb ramp run shall be 1:48 (2.1%) max. (PROWAG R304.2.5).</p> <p>For perpendicular curb ramp landings that serve two curb ramps, the landing slope in either direction of travel shall not exceed the cross slope of the crosswalk that is parallel to the direction of travel. (PROWAG R304.2.5).</p> <p>For parallel curb ramps, the slope of the landing measured parallel to the direction of travel of the curb ramp run, shall be equal to or less than the cross slope of the crosswalk. The cross slope of the landing shall be 1:48 (2.1%) maximum measured perpendicular to the direction of travel of the curb ramp run (PROWAG R304.3.4).</p>	Refers to other standard publications for items not covered in the standards. (CDSM Section 5B.010).	N/A.

Curb Ramps

Design Element	Requirement	Review	Recommendations
Clear Area	<p>Beyond the bottom grade break for perpendicular ramps, a clear area, 48 in. by 48 in. minimum, shall be provided within the width of the crosswalk. At shared use paths, the clear area shall be as wide as the shared use path. The clear area shall be located wholly outside of the vehicle travel lanes, including bicycle lanes, that run parallel to the crosswalk. The running slope of the clear area shall be 1:20 (5.0%) max. (PROWAG R304.2.4).</p> <p>Diagonal or corner type curb ramps with returned curbs or other well-defined edges shall have the edges parallel to the direction of pedestrian flow. The bottom of diagonal curb ramps shall have a clear space 48 inches minimum outside active traffic lanes of the roadway.</p> <p>Diagonal curb ramps provided at marked crossings shall provide the 48 inches minimum clear space within the markings. Diagonal curb ramps with flared sides shall have a segment of curb 24 inches long minimum located on each side of the curb ramp and within the marked crossing (ADAS 406.6).</p>	Refers to other standard publications for items not covered in the standards. (CDSM Section 5B.010).	N/A.
Detectable Warning Surfaces	<p>Detectable warning surfaces shall extend 24 in. minimum in the direction of pedestrian travel and the full width of the curb ramp (exclusive of flares), blended transition, or landing (PROWAG R305.1.4).</p> <p>The truncated domes in a detectable warning surface shall have a base diameter of 0.9 in. minimum and 1.4 in. maximum, a top diameter of 50 percent of the base diameter minimum and 65 percent of the base diameter maximum, and a height of 0.2 in. (PROWAG R305.1.1 & ADAS 705.1.1).</p> <p>The truncated domes shall have a center-to-center spacing of 1.6 in. minimum and 2.4 in. maximum, and a base-to-base spacing of 0.65 in. minimum, measured between the most adjacent domes (PROWAG R305.1.2 & ADAS 705.1.2)</p> <p>Detectable warning surfaces shall contrast visually with adjacent walking surfaces either light-on-dark, or dark-on-light (PROWAG R305.1.3 & ADAS 705.1.3).</p>	Truncated domes are mentioned on CDSM pg. 6-14 to CES 6-15 "ADA Truncated domes as per WSDOT standards."	N/A

Curb Ramps

Design Element	Requirement	Review	Recommendations
Detectable Warning Surface Placement	<p>On perpendicular curb ramps, detectable warning surfaces shall be placed as follows:</p> <ul style="list-style-type: none"> Where the ends of the bottom grade break are in front of the back of curb or edge of pavement if there is no curb, the detectable warning surface shall be placed at the back of curb or no greater than 6 in. from the edge of pavement where there is no curb. Where the ends of the bottom grade break are behind the back of curb or edge of pavement if there is no curb and the distance from either end of the bottom grade brake to the back of curb is 60 in. or less, the detectable warning surfaces shall be placed on the ramp run at the bottom grade break. Where the ends of the bottom grade break are behind the back of curb or edge of pavement if there is no curb and the distance from either end of the bottom grade brake to the back of curb is more than 60 in., the detectable warning surfaces shall be placed on the clear area so that both front corners of the detectable warning surfaces are at the back of curb or no greater than 6 in. from of edge of pavement if there is no curb. (PROWAG R305.2.1). <p>On parallel curb ramps, detectable warning surfaces shall be placed on the landing at either the back of curb or edge of pavement where there is no curb (PROWAG R305.2.2).</p> <p>On blended transitions, detectable warning surface shall be located on the blended transition so that both front corners of the detectable warning surface are at the back of curb or no greater than 6 in. from the edge of pavement where there is no curb (PROWAG R305.2.3).</p> <p>Where a concrete border is required for installation of the detectable warning surface, a concrete border shall not exceed 2 in. (PROWAG R305.2)</p>	<p>Truncated domes are mentioned on CDESM pg. 6-14 to CES 6-15 "See also WSDOT Standard Plan F-3b."</p>	N/A.

Curb Ramps

Design Element	Requirement	Review	Recommendations
Receiving Ramp	A crosswalk served by a curb ramp must also have an existing curb ramp in place on the receiving end unless there is no curb or sidewalk on that end of the crosswalk Revised Code of Washington (RCW) 35.68.075.	Receiving ramps are mentioned on page CDSM pg. 6-9: " 3. When ramps are constructed on one side of street, ramps shall be constructed at corresponding locations on opposite side of street."	N/A.

Signals

Signals are important connections in the pedestrian network that provide crossings at intersections for all roadway users. Where pedestrian signals are provided at pedestrian street crossings, they shall include accessible pedestrian signals and pedestrian pushbuttons complying with sections 4E.08 through 4E.13 of the MUTCD (PROWAG R209.1).

Design Element	Requirement	Review	Recommendations
Accessible Pedestrian Signals and Pedestrian Pushbuttons	<p>Where pedestrian signal heads and pedestrian activated warning devices are provided the accessible features required by the guidelines shall be available at all times (PROWAG R206.1).</p> <p>Where pedestrian signal heads are provided at crosswalks, the walk indication shall comply with R308. Pedestrian signal heads must have a pedestrian push button complying with R307, except for R307.7, or passive detection or pretimed operation that activates audible and vibrotactile indications complying with R308. (PROWAG R206.2).</p>	Refers to other standard publications for items not covered in the standards. (CDSM Section 5B.010).	N/A.
Location	Push buttons shall be located no greater than 5 ft. from the side of a curb ramp or the edge of the farthest associated crosswalk line from the center of the intersection. Push buttons shall be located between 1.5 and 10 ft. from the edge of the curb (PROWAG R307.4).	Refers to other standard publications for items not covered in the standards. (CDSM Section 5B.010).	N/A.
Orientation	The face of the push buttons shall be parallel to its associated crosswalk (PROWAG 307.5).	Refers to other standard publications for items not covered in the standards. (CDSM Section 5B.010).	N/A.
Audible and Vibrotactile Walk Indications	<p>Push buttons or passive detection devices shall activate audible and vibrotactile walk indications.</p> <p>Pushbuttons or a passive detection device for a pedestrian activated warning device (i.e., RRFB), shall activate a speech message that indicates the status of the beacon. It shall not include vibrotactile features indicating walk interval (PROWAG 307.6).</p> <p>Audible and vibrotactile walk indication shall occur in the walk interval only. It should be audible from the beginning of the crosswalk (PROWAG R308.2).</p> <p>A percussive tone shall be used for areas with a signal pedestrian signal or where two pedestrian signals are 10 feet or greater apart (PROWAG 308.3.1).</p>	Refers to other standard publications for items not covered in the standards. (CDSM Section 5B.010).	N/A.

Design Element	Requirement	Review	Recommendations
	<p>In alterations, where the push buttons are less than 10ft apart, the audible walk indication shall be speech walk message (PROWAG R308.3.2).</p> <p>Shall be louder than ambient sound up to 5 dBA above ambient sound. Maximum volume above traffic sounds shall be 100 dBA (PROWAG R308.4).</p>		
Locator Tone	<p>Push buttons shall incorporate a locator tone. The locator tone shall be 0.15 seconds or less and repeat at 1 second intervals except when another audible indication from the same device is active. The locator tone shall be responsive to ambient sound and audible 6 to 12 feet from the push button building line, whichever is less. Shall be louder than ambient sound up to 5 dBA above ambient sound. Maximum volume above traffic sounds shall be 100 dBA (PROWAG R307.8).</p> <p>When a traffic signal is operating in flashing mode, the locator tone shall remain active and the speech message should say the state of the signal (PROWAG R307.8.4).</p>	Refers to other standard publications for items not covered in the standards. (CDSM Section 5B.010).	N/A.
Tactile Arrow	Push buttons shall have a tactile arrow with high visual contrast that is parallel to the direction of travel (PROWAG R307.9).	Refers to other standard publications for items not covered in the standards. (CDSM Section 5B.010).	N/A.
Locator Tone and Audible Beacons	<p>When using audible beacons, the volume of the locator tone during ped change interval shall operate one of the following ways:</p> <ul style="list-style-type: none"> A. The louder audible walk indication and locator tone comes from the far end crosswalk. B. The louder locator tone comes from both ends of the crosswalk C. The louder locator tone comes from an additional speaker aimed at the center of the crosswalk and mounted on ped signal head. <p>(PROWAG 307.8.3)</p>	Refers to other standard publications for items not covered in the standards. (CDSM Section 5B.010).	N/A.
Clear Space	<p>Clear spaces shall be 30 in. minimum by 48 in. minimum (PROWAG R404.3).</p> <p>Additional space is needed if it is confined on all or part of three sides (PROWAG 404.7).</p>	Refers to other standard publications for items not covered in the standards. (CDSM Section 5B.010).	N/A.

Signals

Design Element	Requirement	Review	Recommendations
	One full unobstructed side of a clear space shall adjoin a pedestrian access route or adjoin another clear space (PROWAG R404.6).		
Reach Ranges	<p>Where a forward and parallel approaches, the high reach shall be 48 in. maximum and the low reach shall be 15 in. minimum above the ground surface (PROWAG R406.2).</p> <p>Forward reach over an obstruction is not permitted. Side reach from a parallel approach, permits a 10in max. obstruction depth and 34 in. max. obstruction height (PROWAG R406.3).</p>	Refers to other standard publications for items not covered in the standards. (CDSM Section 5B.010).	N/A.
Pedestrian Crossing Times	All pedestrian signal phase timing shall be based on a pedestrian clearance time that is calculated using a pedestrian walking speed of 3.5 ft./s. or less from the location of the pedestrian push button to a pedestrian refuge island or the far side, minimum 7 seconds (PROWAG R306.2).	Refers to other standard publications for items not covered in the standards. (CDSM Section 5B.010).	N/A.
At Roundabouts	<p>At each multi-lane segment of a roundabout containing a crosswalk, one or more of the following shall be provided: traffic control signal with pedestrian signal head, pedestrian hybrid beacon, pedestrian actuated RRFB, or a raised crossing PROWAG R306.4.2).</p> <p>Edge detection shall be provided at roundabouts, a minimum of 24 inches of landscaping or nonprepared surface from crosswalk to crosswalk or a vertical edge treatment shall be applied with a bottom edge of 15 in. maximum above PCP (PROWAG 306.4)</p>	Refers to other standard publications for items not covered in the standards. (CDSM Section 5B.010).	N/A.
At multi-lane channelized turn lanes	At signalized intersections and roundabouts with multi-lane channelized turn lane crossings, one or more of the following shall be provided: traffic control signal with pedestrian signal head, pedestrian hybrid beacon, pedestrian actuated RRFB, or a raised crossing (PROWAG R306.5).	Refers to other standard publications for items not covered in the standards. (CDSM Section 5B.010).	N/A.

Other Pedestrian Areas

Other pedestrian areas include transit stops and work zones. Transit provides a critical lifeline of access and independence for those with limited mobility or vision. Transit stops have additional width requirements for boarding and alighting passengers, and work zones should provide the same level of accessibility as permanent pedestrian facilities.

Design Element	Requirement	Review	Recommendations
Transit Stops			
Boarding and Alighting Area Dimensions	Bus stop boarding and alighting areas shall provide a clear length of 96 in. minimum, measured perpendicular to the curb or vehicle street, and a clear width of 60 in. minimum, measured parallel to the vehicle street (PROWAG R309.1.1.1 & ADAS 810.2.2).	Refers to other standard publications for items not covered in the standards. (CDSM Section 5B.010).	N/A.
Boarding and Alighting Area Slopes	Parallel to the street the grade of the bus stop boarding and alighting areas shall be the same as the street. Perpendicular to the street the slope of the bus stop boarding and alighting areas shall be 1:48 (2.1%) max. (PROWAG R309.1.1.2 & ADAS 810.2.4).	Refers to other standard publications for items not covered in the standards. (CDSM Section 5B.010).	N/A.
Transit Shelters	<p>Transit shelters shall be connected by PARs to boarding and alighting areas (PROWAG R309.2.1).</p> <p>Transit shelters shall provide a minimum clear space complying with R404 entirely within the shelter. Where seating is provided within transit shelters, the clear space shall be located either at one end of a seat or shall not overlap the area within 1.5 ft. from the front edge of the seat (PROWAG R309.2.2).</p> <p>Bus shelters shall provide a minimum clear floor or ground space complying with 305 entirely within the shelter. Bus shelters shall be connected by an accessible route complying with 402 to a boarding and alighting area complying with 810.2 (ADAS 810.3).</p>	"Bus Pads, Shelters and Amenities" are discussed on page 5-33 of the CDSM: "The first consideration when locating any bus stop or amenity shall be safety. The following considerations shall also be considered in determining a bus stop or amenity: operational efficiency, integrations with non-motorized facilities, and minimizing impacts to adjacent property." "Shelters and pavement markings shall be provided and installed by the developer."	Add detail to the standards requiring connection to PAR, and provision of clear space that does not overlap with any provided seating within at least 1.5 ft. from the edge of the seating.
Parking			
Parking Spaces	Where parking spaces are marked with lines, width measurements of parking spaces and access aisles shall be made from the centerline of the markings (ADAS 502.1).	Refers to other standard publications for items not covered in the standards. (CDSM Section 5B.010).	N/A.

Other Pedestrian Areas

Design Element	Requirement	Review	Recommendations
Parking Identification	<p>Parking spaces shall be identified by signs displaying the international Symbol of Accessibility and be a minimum of 60 in. above the ground surface measured to the bottom of the sign (PROWAG R310.2.5)</p> <p>Parking space identification signs shall include the International Symbol of Accessibility complying with 703.7.2.1. Signs identifying van parking spaces shall contain the designation "van accessible." Signs shall be 60 inches minimum above the finish floor or ground surface measured to the bottom of the sign (ADAS 502.6).</p>	<p>Refers to other standard publications for items not covered in the standards. (CDSM Section Pg. 9-19 "Barrier Free Parking ...parking shall be provided and designed in accordance I with the Washington State Barrier Free Design Regulations").</p>	N/A.
Parallel Parking Spaces	<p>Parallel on-street parking shall be 24 ft. long min. by 13 ft. wide min. and not encroach on the traveled way. For alterations, if the adjacent PCP is not altered or would result in less than 9ft from the curb line to ROW line, the accessible parallel stalls can have the same dimension as the adjacent parallel parking stalls if placed at the end of a block or nearest to a midblock crossing and a curb ramp/blended transition is provided (PROWAG R310.2.1).</p> <p>The center 50 percent of the length of sidewalk or other surface, adjacent to the parallel parking space shall be free of obstructions (PROWAG R310.2.4).</p>	<p>Parallel curb parking spacing shows dimensions of 20 ft long minimum by 8' wide parking spaces (CDSM pg. 9-13).</p> <p>"Off-street parking and access for physically disabled persons shall be provided in accordance with the regulations of the Americans with Disabilities Act (ADA) and Title 14." (CMC 17.490.060)</p>	<p>Increase the minimum width of parallel parking spaces to 13 ft minimum width and 24 ft minimum in length to meet ADA requirement. Add sidewalk clear space requirement.</p>
Perpendicular Parking Spaces	<p>Car parking spaces shall be 96 inches wide minimum and van parking spaces shall be 132 inches wide minimum, shall be marked to define the width, and shall have an adjacent access aisle (ADAS 502.2).</p> <p>Van parking spaces shall be permitted to be 96 inches wide minimum where the access aisle is 96 inches wide minimum (ADAS 502.2 Exception).</p>	<p>Perpendicular parking spaces are shown to have a dimensions of 9ft wide and 20ft long (CDSM Pg. 9-11).</p> <p>Refers to other standard publications for items not covered in the standards. (CDSM Section 5B.010).</p> <p>"Off-street parking and access for physically disabled persons shall be provided in accordance with the regulations of the Americans with Disabilities Act (ADA) and Title 14." (CMC 17.490.060)</p>	N/A.
Angled Parking Spaces	<p>The width of angled parking space shall be 132 in (PROWAG R310.4.1).</p>	<p>The minimum width for angled parking spaces is shown to have 9ft width (CDSM Pg. 9-11)</p> <p>"Off-street parking and access for physically disabled persons shall be provided in accordance with the regulations of the Americans with Disabilities Act</p>	<p>Increase the minimum width of angled parking spaces to 11ft to meet ADA requirement.</p>

Other Pedestrian Areas

Design Element	Requirement	Review	Recommendations
		(ADA) and Title 14." (CMC 17.490.060)	
Parking Access Aisles	<p>Each angled on-street parking space shall have an adjacent access aisle 60 in. wide min. extending the full length of the parking space on the passenger side (PROWAG R310.4.2).</p> <p>Perpendicular on-street parking shall have an adjacent access aisle that is 96 in. wide min. for the full length of the parking space. One access aisle can serve two parking spaces if front and rear entry parking are both permitted. Where an access aisle serves on stall and parking is restricted to either front or rear entry, the aisle shall be located on passenger side (PROWAG R310.3.1)</p> <p>Access aisles shall adjoin an accessible route. Two parking spaces shall be permitted to share a common access aisle (ADAS 502.3).</p> <p>Access aisles serving car and van parking spaces shall be 60 inches wide minimum (ADAS 502.3.1).</p> <p>Access aisles shall extend the full length of the parking spaces they serve (ADAS 502.3.2).</p> <p>Access aisles shall be marked so as to discourage parking in them (PROWAG R310.5.1 and ADAS 502.3.3).</p> <p>Access aisles shall not overlap the vehicular way. Access aisles shall be permitted to be placed on either side of the parking space except for angled van parking spaces which shall have access aisles located on the passenger side of the parking spaces (ADAS 502.3.4).</p>	<p>Refers to other standard publications for items not covered in the standards. (CDSM Section 5B.010).</p> <p>"Off-street parking and access for physically disabled persons shall be provided in accordance with the regulations of the Americans with Disabilities Act (ADA) and Title 14." (CMC 17.490.060)</p>	N/A.
Alternative Pedestrian Access Routes			
Alternate Pedestrian Access Route	When a pedestrian circulation path is temporarily not accessible due to construction, maintenance operations, closure or other similar conditions, an alternate pedestrian access route must be provided (PROWAG R204.1).	Refers to other standard publications for items not covered in the standards. (CDSM Section 5B.010).	N/A.

Other Pedestrian Areas

Design Element	Requirement	Review	Recommendations
Driveways			
Driveways	<p>The cross slope shall be 1:48 (2.1%) maximum (PROWAG R302.5.1).</p> <p>Cross slope of ramp runs shall not be steeper than 1:48. (ADAS 405.3)</p> <p>The running slope shall be 1:12 (8.3%) max. but shall not require the ramp length to exceed 15.0 ft. (PROWAG R304.3.1).</p> <p>Driveways that are yield or stop controlled, or at traffic signals, detectable warning surface shall be provided where the PCP meets the driveway (PROWAG R305.2.8).</p>	<p>The typical driveway w/greenway is shown to have a cross slope of "2% (negotiable)" on CDSM pg. 6-26.</p>	<p>Revise the figures shown on pg. 6-26 to allow 2.1 % maximum cross slope.</p> <p>Add to the figures shown of pg. 2-26 running slopes of 8.3% maximum.</p> <p>Add DWS requirement for driveways that are yield or stop controlled, or at traffic signals.</p>
Wheelchair Ramps			
Ramp Width	<p>The clear width of a ramp run shall be 48 in. minimum and, where handrails are provided, the clear width between handrails shall be 48 in. minimum (PROWAG R407.4 & ADAS 405.5).</p>	<p>Refers to other standard publications for items not covered in the standards. (CDSM Section 5B.010).</p>	N/A.
Running Slope	<p>Ramp runs shall have a running slope of 1:12 (8.3%) max. (PROWAG R407.2)</p> <p>Ramp runs shall have a running slope not steeper than 1:12. In existing sites, buildings, and facilities, ramps shall be permitted to have running slopes steeper than 1:12 complying with Table 405.2 where such slopes are necessary due to space limitations (ADAS 405.2).</p>	<p>Refers to other standard publications for items not covered in the standards. (CDSM Section 5B.010).</p>	N/A.
Cross Slope	<p>The cross slope of ramp runs shall be 1:48 (2.1%) max. (PROWAG R407.3).</p> <p>Cross slope of ramp runs shall not be steeper than 1:48. (ADAS 405.3)</p>	<p>Refers to other standard publications for items not covered in the standards. (CDSM Section 5B.010).</p>	N/A.
Rise	<p>The rise for any ramp run shall be 30 in. maximum (PROWAG R407.5 & ADAS 405.6).</p>	<p>Refers to other standard publications for items not covered in the standards. (CDSM Section 5B.010).</p>	N/A.
Landing Size	<p>Ramps shall have landings at the top and the bottom of each ramp run (PROWAG R407.6 & ADAS 405.7).</p> <p>The landing clear width shall be at least as wide as the widest ramp run leading to the landing (PROAG R407.6.2 & ADAS 405.7.2)</p> <p>The landing clear length shall be 60 in. long minimum (PROWAG R407.6.3 & ADAS 405.7.3)</p> <p>Ramps that change direction between runs at landings shall have</p>	<p>Refers to other standard publications for items not covered in the standards. (CDSM Section 5B.010).</p>	N/A.

Other Pedestrian Areas

Design Element	Requirement	Review	Recommendations
	a clear landing 60 in. by 60 in. minimum (PROWAG R407.6.4 & ADAS 405.7.4).		
Landing Slope	Landing slopes shall be 1:48 (2.1%) max. parallel and perpendicular to the ramp running slope (PROWAG R407.6.1 & ADAS 405.7.1).	Refers to other standard publications for items not covered in the standards. (CDSM Section 5B.010).	N/A.
Edge Protection	<p>Edge protection shall be provided on each side of ramp runs and landings that complies with the following except those adjoining ramp run, stairway, or other PCP:</p> <ul style="list-style-type: none"> The surface of the ramp run or landing extend 12 in. min. beyond the inside face of the handrail A curb that is 4 in. high minim or barrier that prevents passage of a 4 in. diameter sphere. <p>(PROWAG R407.9 & ADAS 405.9)</p>	Refers to other standard publications for items not covered in the standards. (CDSM Section 5B.010).	N/A.
Stairways			
Stairway Treads and Risers	<p>All steps on a flight of stairs shall have uniform riser heights and uniform tread depths. Risers shall be 4 in. high minimum and 7 in. high maximum. Treads shall be 11 in. deep minimum (PROWAG R408.2 & ADAS 504.2).</p> <p>Open risers are not permitted (PROWAG R408.3 & ADAS 504.3).</p> <p>The radius of curvature at the leading edge of the tread shall be 0.5 in. maximum. Nosings that project beyond risers shall have the underside of the leading edge curved or beveled. Risers shall be permitted to slope under the tread at an angle of 30 degrees maximum from vertical. The permitted projection of the nosing shall extend 1.5 in. maximum over the tread below (PROWAG R408.5 & ADAS 504.5).</p> <p>The leading edge of the step tread and top landing shall be marked by a 1 in. wide min. stripe that visually contrasts with the rest of the step tread or circulation path (PROWAG R408.6).</p>	Refers to other standard publications for items not covered in the standards. (CDSM Section 5B.010).	N/A.
Handrails			

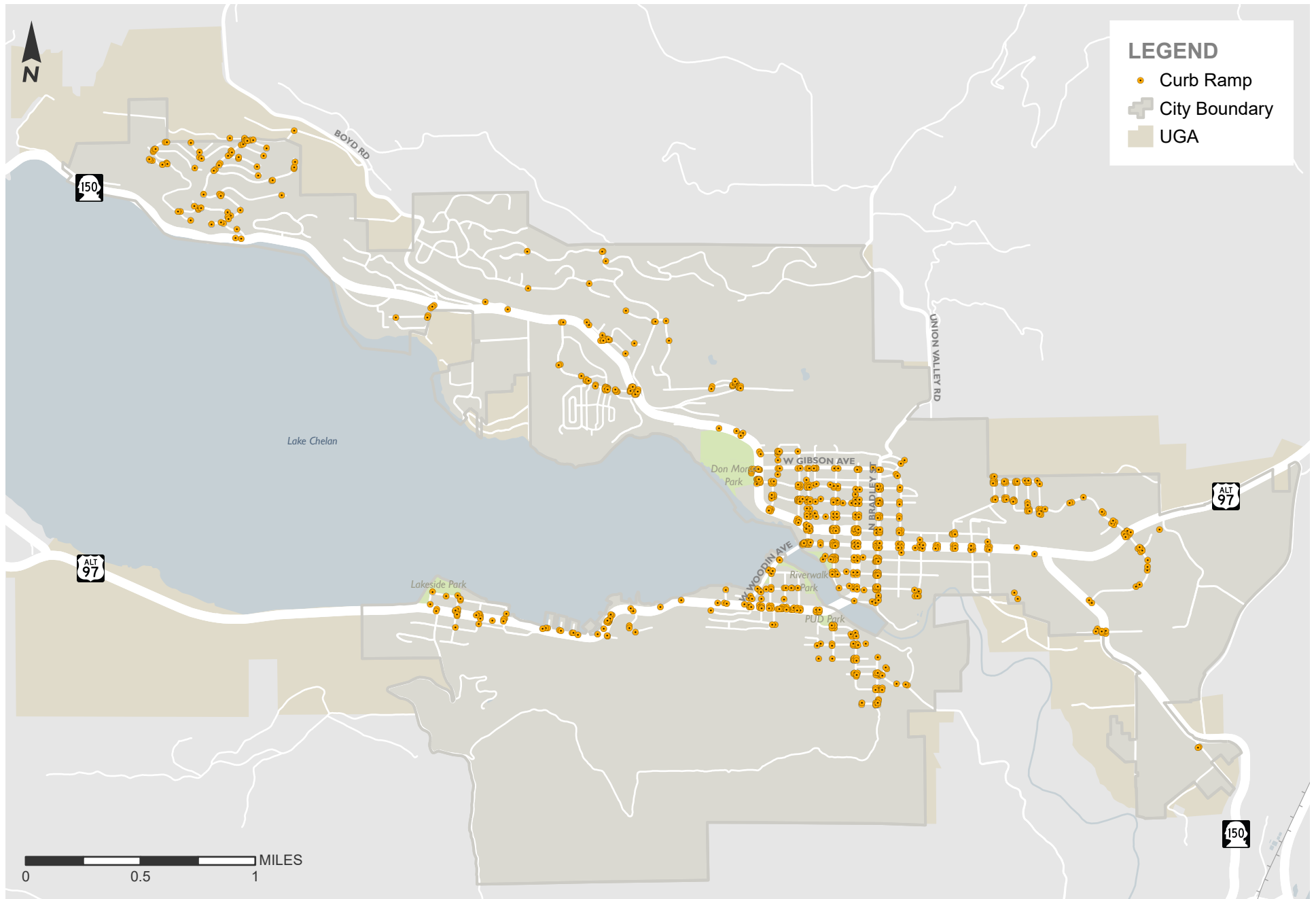
Other Pedestrian Areas

Design Element	Requirement	Review	Recommendations
Handrails	<p>Stairways shall have handrails (PROWAG R409.2).</p> <p>Handrails are required on ramp runs with a rise greater than 6 in. and on certain stairways (PROWAG R407.8 & ADAS 405.8).</p> <p>Where required, handrails shall be provided on both sides of ramps and stairways (PROWAG R409.2 & ADAS 505.2).</p> <p>Top of gripping surfaces of handrails shall be 34 in. minimum and 38 in. maximum vertically above walking surfaces, ramp surfaces, and stair nosings. Handrails shall be at a consistent height above walking surfaces, ramp surfaces, and stair nosings (PROWAG R409.4 & ADAS 505.4).</p> <p>Clearance between handrail gripping surfaces and adjacent surfaces shall be 1.5 in. minimum (PROWAG R409.5 & ADAS 505.5).</p> <p>Handrail gripping surfaces shall be continuous along their length and shall not be obstructed along their tops or sides. The bottoms of handrail gripping surfaces shall not be obstructed for more than 20 percent of their length. Where provided, horizontal projections shall occur 1.5 in. minimum below the bottom of the handrail gripping surface (PROWAG R409.6 & ADAS 505.6).</p>	Refers to other standard publications for items not covered in the standards. (CDSM Section 5B.010).	N/A.
Handrail Extension on Ramps	Ramp handrails shall extend horizontally above the landing for 12 in. minimum beyond the top and bottom of ramp runs. Extensions shall return to a wall, guard, or the landing surface, or shall be continuous to the handrail of an adjacent ramp run. (PROWAG R409.10.1 & ADAS 505.10.1).	Refers to other standard publications for items not covered in the standards. (CDSM Section 5B.010).	N/A.
Handrail Extension on Stairways	<p>At the top of a stair flight, handrails shall extend horizontally above the landing for 12 in. minimum beginning directly above the first riser nosing. Extensions shall return to a wall, guard, or the landing surface, or shall be continuous to the handrail of an adjacent stair flight (PROWAG R409.10.2 & ADAS 505.10.2).</p> <p>At the bottom of a stair flight, handrails shall extend at the slope of the stair flight for a horizontal distance at least equal to one tread depth beyond the last riser nosing.</p>	Refers to other standard publications for items not covered in the standards. (CDSM Section 5B.010).	N/A.

Other Pedestrian Areas

Design Element	Requirement	Review	Recommendations
	Extensions shall return to a wall, guard, or the landing surface, or shall be continuous to the handrail of an adjacent stair flight. (PROWAG R409.10.3 & ADAS 505.10.3).		
Handrail Cross Section	<p>Handrail gripping surfaces with a circular cross section shall have an outside diameter of 1.25 in. minimum and 2 in. maximum (PROWAG R409.7.1 & ADAS 505.7).</p> <p>Handrail gripping surfaces with a non-circular cross section shall have a perimeter dimension of 4 in. minimum and 6.25 in. maximum, and a cross-section dimension of 2.25 in. maximum (PROWAG R409.7.2 & ADAS 505.7).</p>	Refers to other standard publications for items not covered in the standards. (CDSM Section 5B.010).	N/A..

Appendix B - Existing Data Inventory

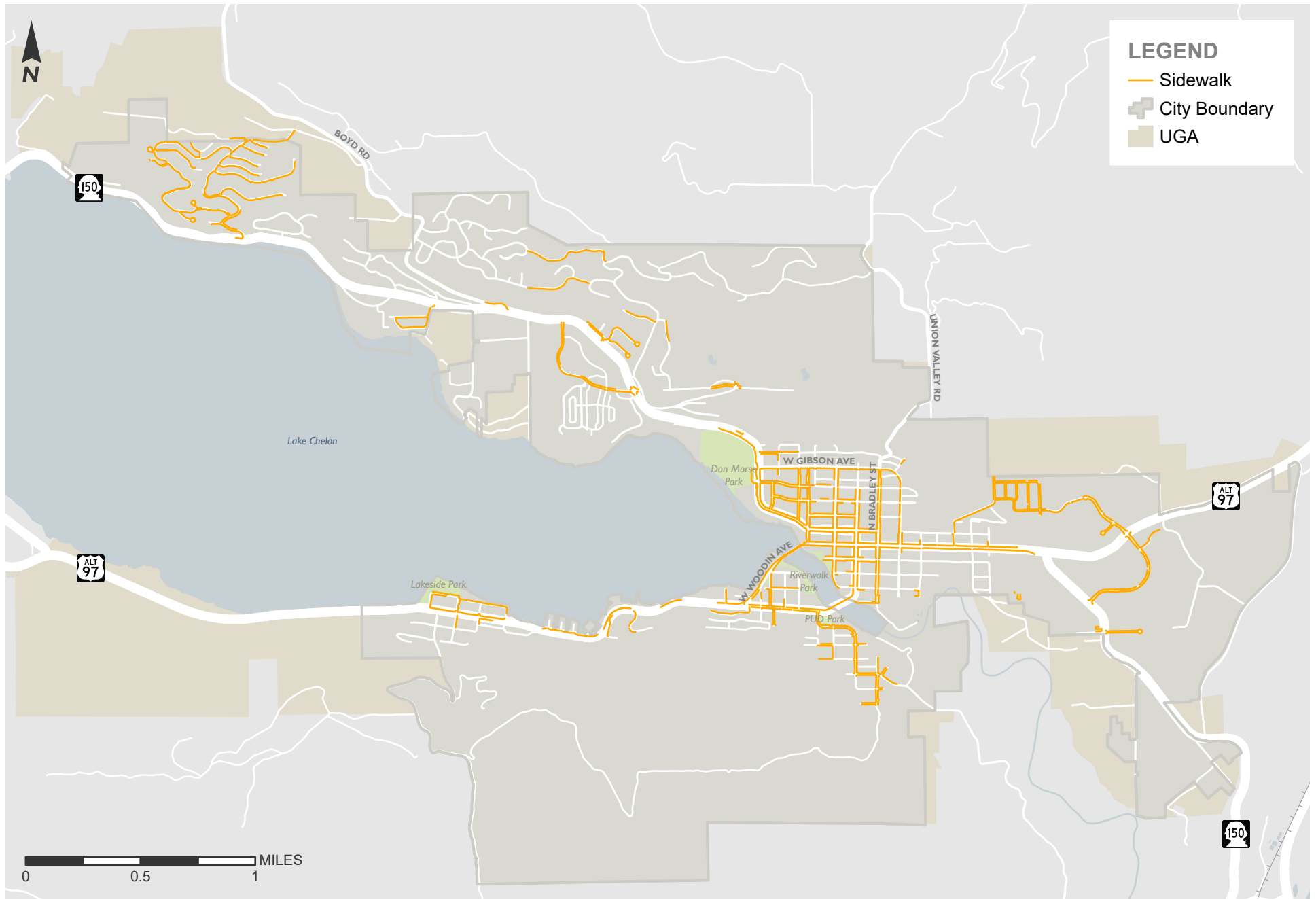


Curb Ramp Inventory City of Chelan ADA Transition Plan

DRAFT

transpogroup **7**

FIGURE
I-1



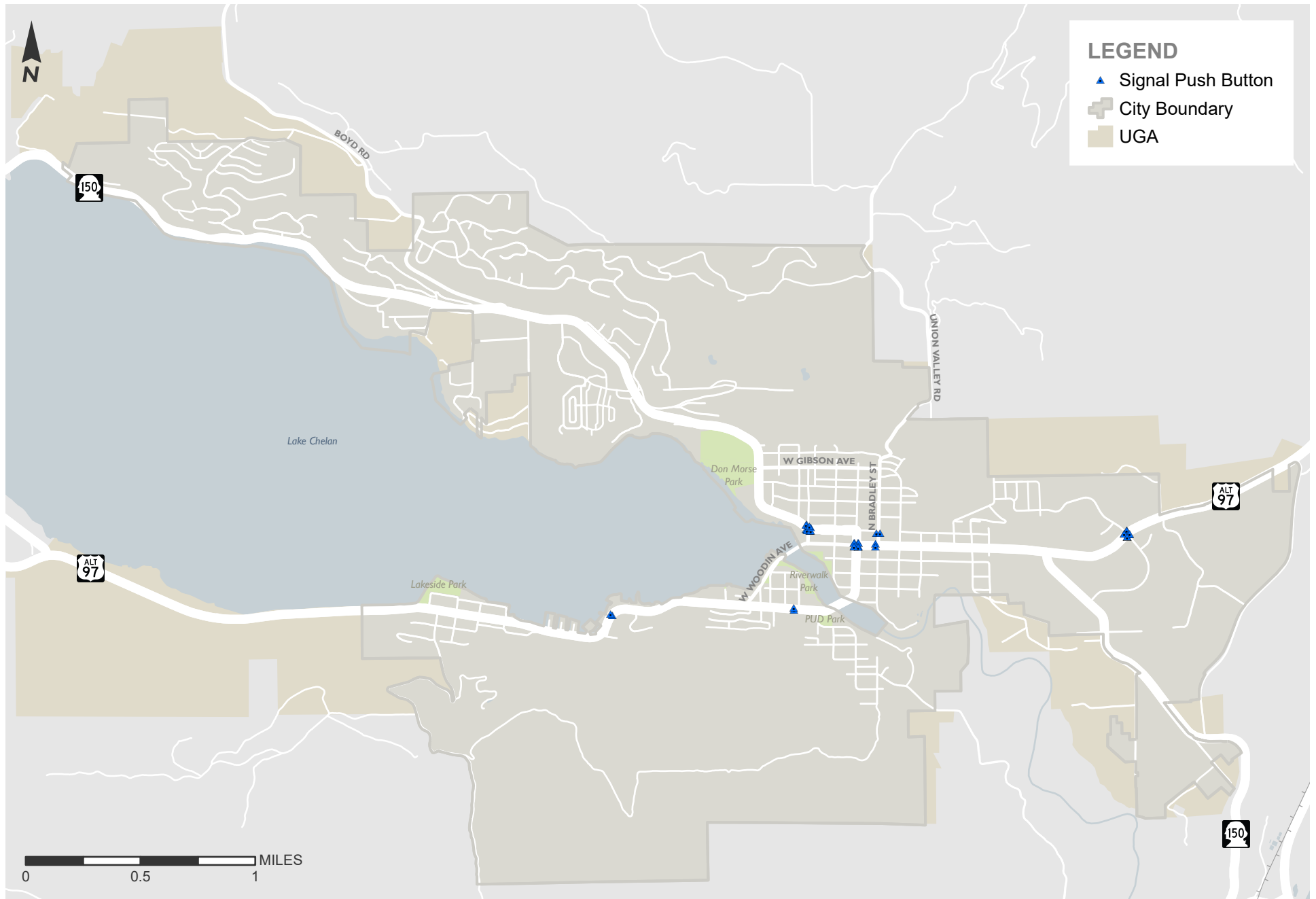
Sidewalk Inventory

City of Chelan ADA Transition Plan

DRAFT

transpogroup 

FIGURE
I-2



Signal Push Button Inventory

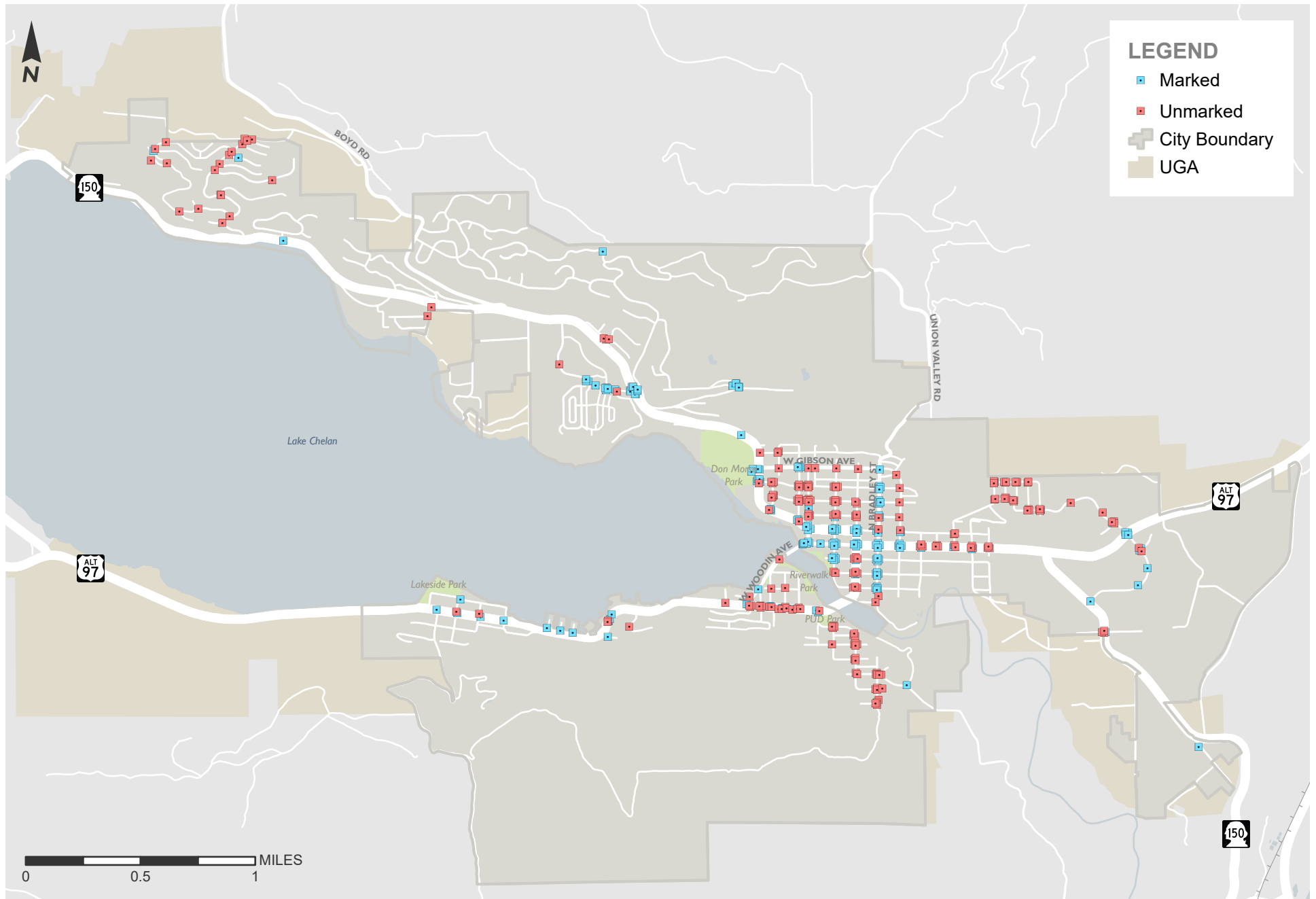
City of Chelan ADA Transition Plan

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transpogroup **7F**

FIGURE

I-3



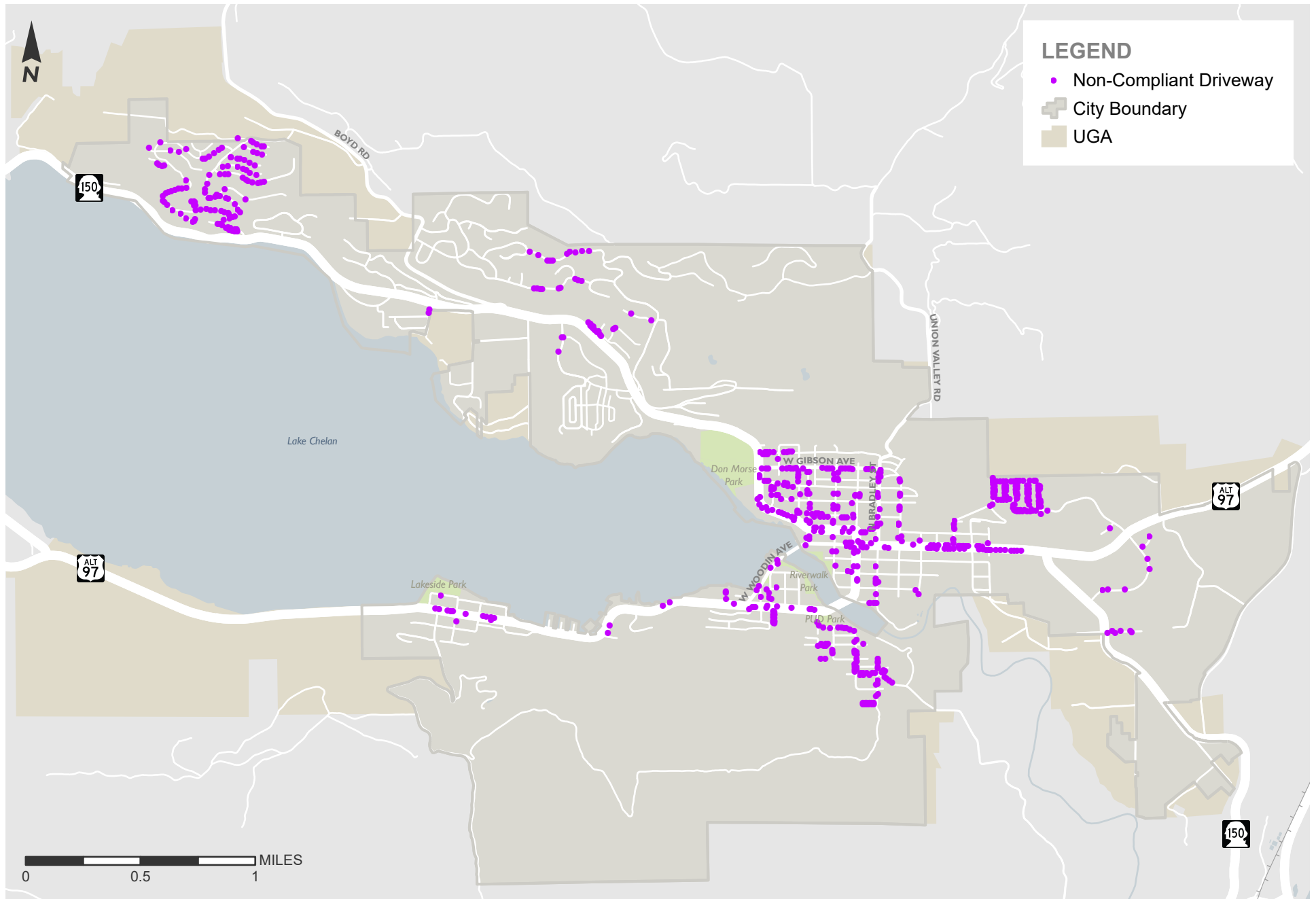
Crosswalk Inventory *City of Chelan ADA Transition Plan*

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transpogroup **7**

FIGURE

I-4



Non-Compliant Driveway Inventory

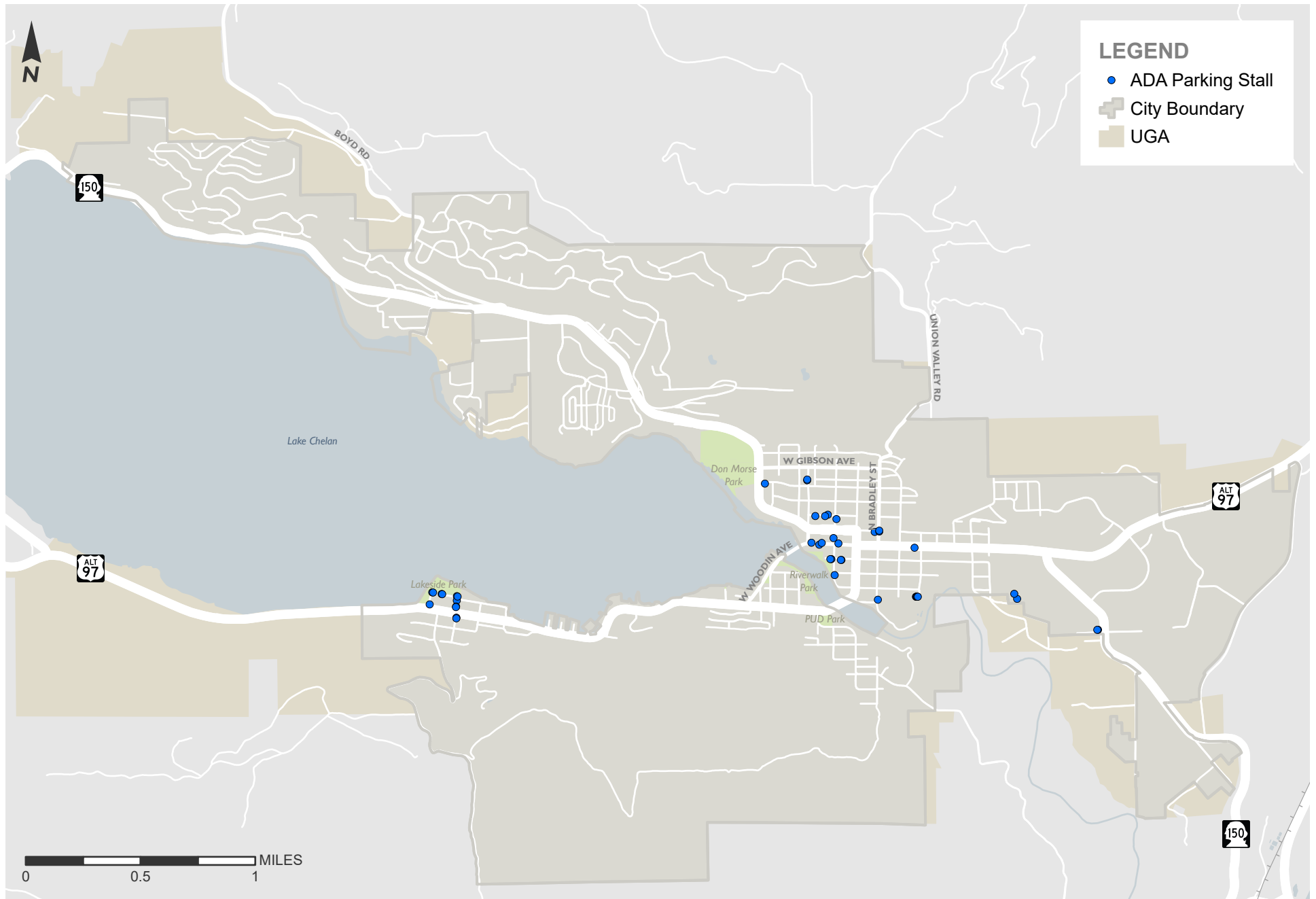
City of Chelan ADA Transition Plan

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transpogroup **7F**

FIGURE

I-5



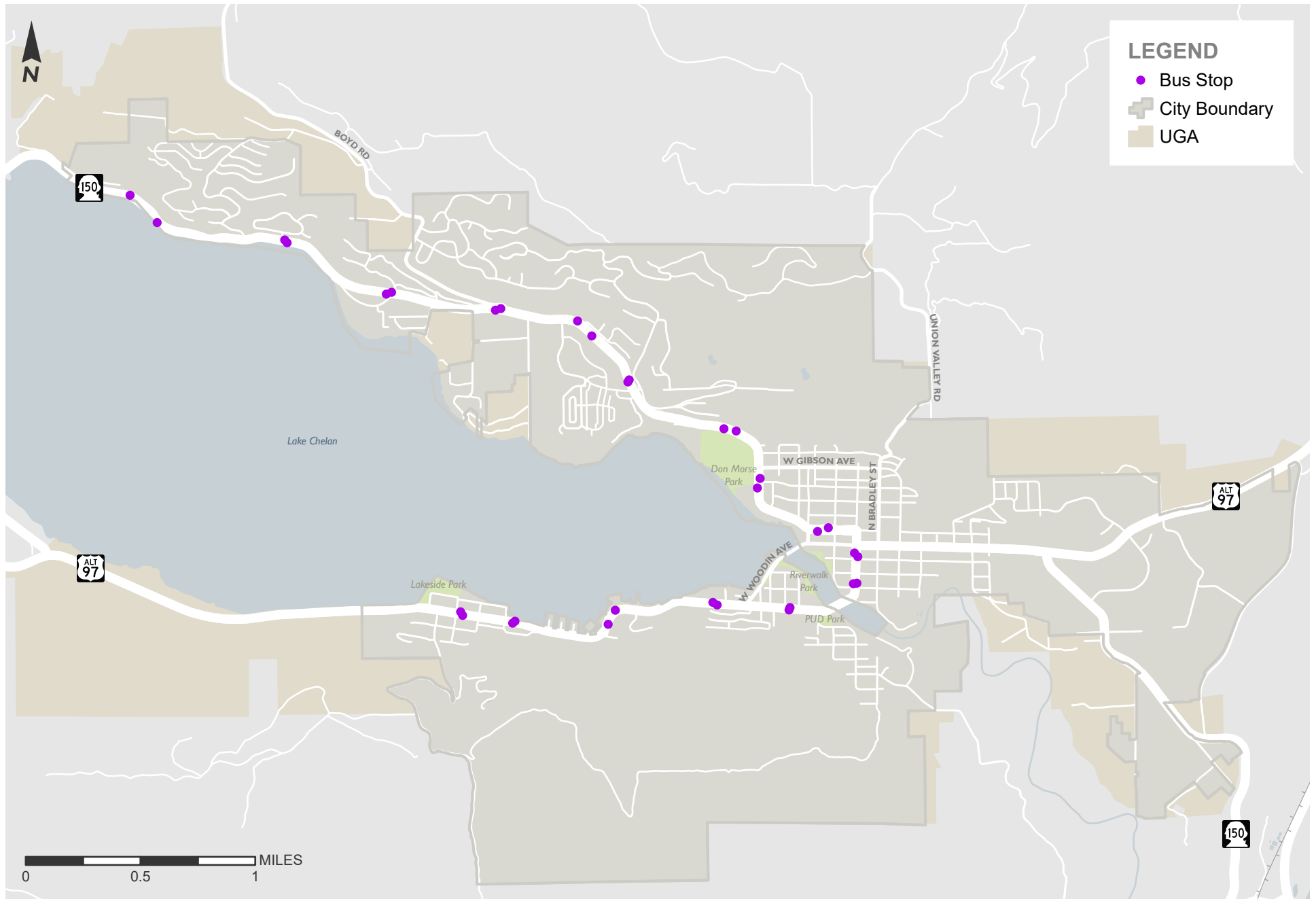
Accessible Parking Stall Inventory

City of Chelan ADA Transition Plan

DRAFT

transpogroup **7F**

FIGURE
I-6



Bus Stop Inventory

City of Chelan ADA Transition Plan

DRAFT

transpogroup **7**

FIGURE
I-7

Appendix C - Prioritization Criteria

DRAFT ADA Transition Plan Prioritization Process

Public Right-of-Way

To focus efforts toward facilities that pose the largest barrier within the public right-of-way, an analysis of the accessibility of each pedestrian facility and its proximity to public destinations such as schools, libraries, parks, transit, and city buildings will be completed. The result of this analysis is a prioritized list of projects, with the highest benefit projects identified for removal first.

To complete this assessment, a multi-criteria analysis is conducted to determine which facilities do not meet existing sidewalks and curb ramp standards. Each attribute collected in the field is compared against PROWAG requirements.

If the facility does not meet PROWAG criteria or is located near public destinations, points are assigned, with the number of points dependent on the relative importance or proximity. Sidewalks or curb ramps with poor PROWAG compliance and a number of proximate destinations receive a high score and are prioritized for removal while PROWAG compliant ramps far from public destinations have a score of zero. Missing curb ramps are assigned the greatest number of points.

Accessibility Prioritization (aka Accessibility Index Score)

A number of criteria are used to establish the extent to which each pedestrian facility did or did not present a barrier to accessible mobility. Table shows these criteria, the threshold used to identify them as a barrier, and the score used to indicate the severity of each barrier relative to each other. Pedestrian facilities with a higher Accessibility Index Score (AIS) presented a large accessibility barrier and have a higher score. Facilities with fewer or no barriers have a lower score.

Below is an example of typical weighted values to equal a total possible score of 30

ACCESSIBILITY INDEX SCORE	CRITERIA	THRESHOLD	SCORE	MAX. POSSIBLE SCORE
Sidewalks	Width	In ROW, < 48 inches or >= 48 - < 60 inches w/ out pullouts. On-Site, < 36 inches	4	4
	Run Slope	> 5% (and not similar to roadway grade if in ROW)	3	3
	Cross Slope	> 2%	1	3
	Cross Slope	> 2.4%	1	
	Cross Slope	> 3%	1	
	Surface Condition	< Average	2	2
	Vertical Discontinuity > ¼ inch and <= ½ inch without bevel or >½ inch	Barriers Present >= 1	1	3

ACCESSIBILITY INDEX SCORE	CRITERIA	THRESHOLD	SCORE	MAX. POSSIBLE SCORE
	Vertical Discontinuity	Barriers Present >= 5	1	3
	Vertical Discontinuity	Barriers Present >= 10	1	
	Horizontal Discontinuity > ½ inch	Barriers Present >= 1	1	
	Horizontal Discontinuity	Barriers Present >= 5	1	
	Horizontal Discontinuity	Barriers Present >= 10	1	
	Fixed Obstacles	Barriers Present >= 1	1	3
	Fixed Obstacles	Barriers Present >= 2	1	
	Fixed Obstacles	Barriers Present >= 3	1	
	Moveable Object	Barriers Present >= 1	1	3
	Moveable Object	Barriers Present >= 2	1	
	Moveable Object	Barriers Present >= 3	1	
	Protruding Object	Barriers Present >= 1	1	3
	Protruding Object	Barriers Present >= 2	1	
	Protruding Object	Barriers Present >= 3	1	
	Non-Compliant Driveway Non-Compliant >2% cross-slope, and/or Non-Concurrent Grade Break and/or >8.3% Running Slope	Barriers Present >= 1	1	3
	Non-Compliant Driveway	Barriers Present >= 2	1	
	Non-Compliant Driveway	Barriers Present >= 3	1	
	Maximum Sidewalk (AIS) Score			30
Curb Ramps (Max. Score)	Ramp Width	< 48 inches	30	30
	Run Slope	> 8.3% (less than 15 feet) or > 5% (Blended)	30	30
	Cross Slope	> 2% - <= 3%	20	30
	Cross Slope	> 3%	10	
	Curb Ramp Type	Non-Compliant Type	30	30
Curb Ramps	Accessible Path	No	2	2
	Turning Space	None or width < full width of ramp or length < 48 inches	5	5
	Turning Space Cross Slope	> 2%	3	3
	Truncated Domes (DWS)	No	3	3
	Truncated Domes (DWS) Placement	Other than Back of Curb	1	3
	Truncated Domes (DWS) Depth	< 2 feet	1	
	Truncated Domes (DWS) Width	Less than Full Width	1	
	Flare Slope	> 10%	2	2
	Grade Break	Not Concurrent	2	2
	Counter Slope	> 5%	2	2

ACCESSIBILITY INDEX SCORE	CRITERIA	THRESHOLD	SCORE	MAX. POSSIBLE SCORE
	Lip	> ¼ inch	2	2
	Roadway Clear Space	< 4ft x 4ft	2	2
	Receiving Ramp	No	2	2
	End inside of Marked Crosswalk if present	No	2	2
	Maximum Curb Ramp (AIS) Score			30
Signal Pushbuttons	Pushbutton is <= 10 feet from Curb in Direction of Travel	No	2	2
	Pushbutton is <= 5 feet from Extension of Crosswalk Width Edge	No	2	2
	Force to Activate Pushbutton is <= 5 lbs.	No	2	2
	Pushbutton Includes Vibe Feedback during “Walk” Phase	No	2	2
	Pushbutton is >= 2 inches in Diameter and Includes Visual Contrast from Housing	No	2	2
	Tactile Arrow Present on Pushbutton	No	2	2
	Nearest Pushbutton > 10 feet Away or Pushbutton Includes Audible Speech Indicating “Walk” Phase	No	2	2
	Level Clear Space at Pushbutton that Includes Minimum 30 inch x 48 inch Landing Area and < 2% Slope in Any Direction	No	2	2
	Reach Depth from Landing to Pushbutton is <= 10 inches	No	2	2
	Mounting Height of Pushbutton	Mounting height of pushbutton from landing area is < 42 inches or > 48 inches	2	2
	Directional Arrow Exists on Pushbutton Face, Housing, or Mounting and is Parallel to Crossing	No	2	2
	Audible Tone indicating “Walk” Phase or Audible Speech indicating “Walk” Phase Present	No	2	2
	Locator Tone during “Don’t Walk” Phases Present	No	2	2
	Street Name in Braille Present on Pushbutton	No	2	2
	APS-Style Pushbutton Housing	No	2	2
	Maximum Signal Pushbutton (AIS) Score			30

ACCESSIBILITY INDEX SCORE	CRITERIA	THRESHOLD	SCORE	MAX. POSSIBLE SCORE
Crosswalks	Width	< 6 feet	6	6
	Run Slope	> 5%	12	12
	Cross Slope	> 5% at Non-Stop/Yield Controlled Intersections or > 2% at any other type except for mid-block crossings	12	12
	Maximum Crosswalk (AIS) Score			30
Bus Stops	Boarding Area Dimensions	< 5'x8' or no boarding area	8	8
	Condition	Poor	5	5
	Boarding Area Cross Slope	> 2%	5	5
	Boarding Area Run Slope	> 5% and not similar to roadway grade	4	4
	Accessible Route Slope	> 5% and not parallel roadway grade (if separation between boarding area and shelter)	4	4
	Shelter Cross Slope	> 2% if shelter exists	4	4
	Maximum Bus Stop (AIS) Score			30
Parking Stalls	Stall Width	If regular stall, < 96 inches. If van accessible stall, < 132 inches and adjacent aisle is < 96 inches.	4	4
	Stall Turning Slope	> 2%	4	4
	Stall Pavement Marking	No Marking	3	3
	Sign Present	No Sign	2	2
	Sign Height	< 60 inches	1	1
	Wheelstop or Curb Present	No Wheelstop/Curb (and not a parallel stall)	2	2
	Vertical Clearance	< 98 inches and a van accessible parking stall	2	2
	Adjacent Walkway Width	For parallel on-street parking with a sidewalk <= 14 feet wide nearby, stall is not at end of block. If sidewalk is > 14 feet wide, no access aisle provided in road parallel to stall or access aisle is < 5 feet wide.	2	2
	Connected to Access Aisle (Max. Score)	No Access Aisle	10	10
	Connected to Accessible Path	Not Connected	2	
	Access Aisle Width	< 60 inches	3	

ACCESSIBILITY INDEX SCORE	CRITERIA	THRESHOLD	SCORE	MAX. POSSIBLE SCORE
	Access Aisle Turning Slope	> 2%	3	
	Pavement Marking	No Hatching	2	
	Maximum Parking Stall (AIS) Score			30

Location Prioritization (aka Location Index Score)

A number of destinations are used to identify high priority pedestrian facilities within the City. This is done by identifying public destinations such as public buildings, transit and parks and identifying pedestrian facilities within close proximity of one or more of these destinations.

Pedestrian facilities within the identified proximity were assigned points based on each destination they were close to, as shown in Table. This measure is called the Location Index Score (LIS), which identifies high pedestrian generating overlapping areas. Ultimately the more pedestrian generating areas an asset is within, the higher number. Community Defined Destinations criteria is added to the Location Index Score (LIS) following comments and results received from open house attendees, City staff, other stakeholders during engagement and public outreach. This assists in factoring in what's important to the citizens and community to help with the overall prioritization.

Below is an example of typical weighted values to equal a total possible score of 45

LOCATION CRITERIA	RATING CRITERIA	POSSIBLE SCORE
Schools		
Proximity to Schools	Within 1/8-mile radius of school	5
Walk-To-School Route Proximity	Within 1/2-mile radius of school	5
Parks	Within 1/8-mile radius of park	5
Transit		
High-Capacity Transit	Within 1/8-mile of high-capacity transit	5
Transit Stops	Within 1/8-mile of transit stop	5
Traffic Signal/Roundabout	Within 1/8-mile of signal or roundabout	5
Public Buildings	Within 1/8-mile of location	5
Downtown / Urban / Commercial Business Centers	Within 1/4-mile radius of Downtown, Urban and Commercial Business Center Zoning	5
Community Defined Destinations (defined by Stakeholder/Public Engagement*)	Within 1/8-mile of location	5
TOTAL LOCATION INDEX SCORE (LIS)		45

* Note: Community Defined Destinations to be identified based on public outreach, ADA surveys, etc. on what locations are more important, thus giving extra weight to those community defined destinations. (To be determined)

Barrier Removal Priorities (Combined Composite Index Score)

By combining the Accessibility Index Score and Location Index Score, a Combined Composite Index Score was developed. Together, these measures prioritize barrier removal at locations where pedestrian facilities present a barrier and where pedestrians would be expected.

Facilities with the highest score should be addressed first (46+ points) and represent facilities that present a clear physical barrier and are in high-demand areas. Facilities with lower scores should be address last (0 to 15 points), have minor barriers, and are in locations where pedestrian demand would be expected to be lower. These scores are relative, comparing one facility to the other. The ranges for medium and high priority were defined based on review of the identified barriers and assessment of the relative barrier they present. It should be noted that while some barriers have a lower priority, they still should be removed.

Appendix D - Stakeholder Outreach

MEMORANDUM

Date:	January 4, 2024	TG:	1.22131.01
To:	Jake Youngren – Chelan		
From:	Ryan Peterson, PE, PTOE – Transpo Group Jewell Hamilton, STP – Transpo Group		
Subject:	Chelan ADA Transition Plan Stakeholder Engagement		

Public and stakeholder input is an essential element in the transition plan development and self-evaluation processes. ADA implementation regulations require public entities to provide an opportunity to interested persons, including individuals with disabilities or organizations representing individuals with disabilities, to participate in the self-evaluation process and development of the transition plan by submitting comments (28 CFR 35.105(b) and 28 CFR 35.150(d)(1)). The City's three primary goals for conducting public outreach activities prior to adopting the plan include the following:

- Inform the public about the City's plan and processes regarding removal of barriers to accessibility within the rights-of-way. Provide information to assist interested parties in understanding the issues faced by the City, the alternatives considered, and the City's planned actions.
- Obtain public comment to identify any errors or gaps in the proposed accessibility transition plan for the public rights-of-way, specifically on prioritization and grievance processes.
- Meet Title II requirements for public comment opportunity.

Engagement Survey

The engagement survey was promoted by the City of Chelan between mid- November 2023 and mid-December 2023 to request responses via the City's virtual open house website.

An online survey was made available to residents through the City of Chelan's ADA transition plan website, <https://www.chelanada.com/>. The online open house continues to provide context on the City's ADA Transition Plan process and allowed viewers to respond to the feedback survey. The feedback survey asked respondents to provide input on their disability status, travel modes, barriers to travel that they experience, and priorities for improving ADA facilities. The survey contained several sections that asked the responder to comment on the following subtexts:

1. Whether they have a disability or support someone with one.
2. Which type of accessibility barriers they currently experience.
3. How they rate the accessibility conditions of existing right-of-way facilities.
4. What facility types they believe should be prioritized when removing accessibility barriers.

A full account of the survey findings can be found in Attachment A. In addition to the online survey, an interactive map was available for respondents to identify areas of concern.

The online survey received 48 respondents. Out of the 48 responses, 52 percent were City of Chelan residents. Respondents also worked in or frequented the City for recreation, medical appointments, social or community services, or shopping. Of all respondents, 19 percent (9 respondents) indicated they have a disability that impacts the way they travel and 19 percent (9 respondents) reported supporting someone with a disability. 1 of these respondents reported that they both have a disability and support someone with a disability. A summary of respondents' disability status is shown on Figure [1](#).

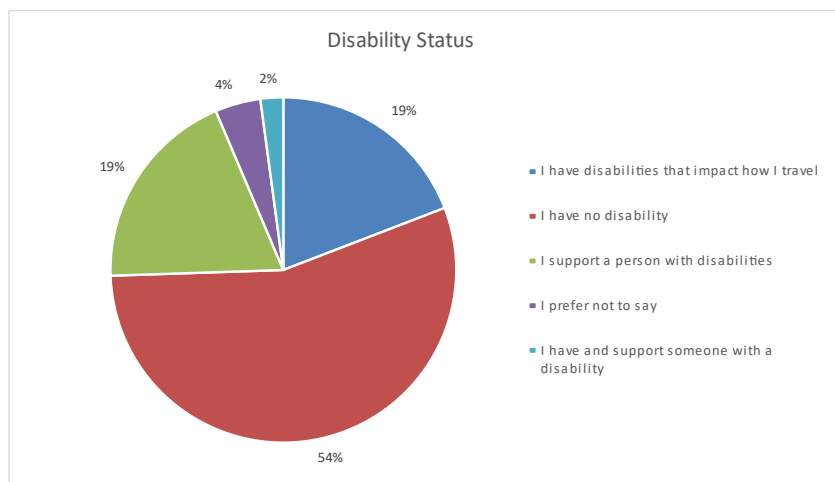


Figure 1. Disability Status

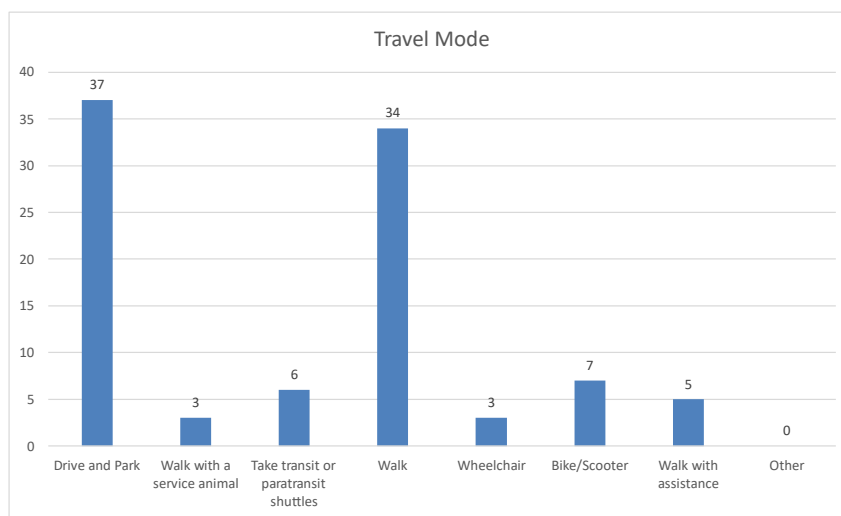


Figure 2. Travel Mode

The survey asked respondents to evaluate their use of frequent travel modes through the city, including driving, transit or paratransit shuttle, wheelchair, bike, or walk. Respondents were able to indicate if they use multiple travel modes. This mode split is shown in Figure 2.

As shown in Figure 2, the survey respondents predominantly drive and walk, with 37 of the 48 total respondents (77 percent) indicating that they drive, and 34 respondents (71 percent) indicating that they walk. A smaller number of respondents use other modes, with 3 respondents (6 percent) using a wheelchair, 7 respondents (15 percent) using a bike/scooter and 6 respondents (13 percent) taking transit or paratransit shuttles.

Survey respondents were asked to identify barriers in the public right-of-way that limit participation and access to services in Chelan.

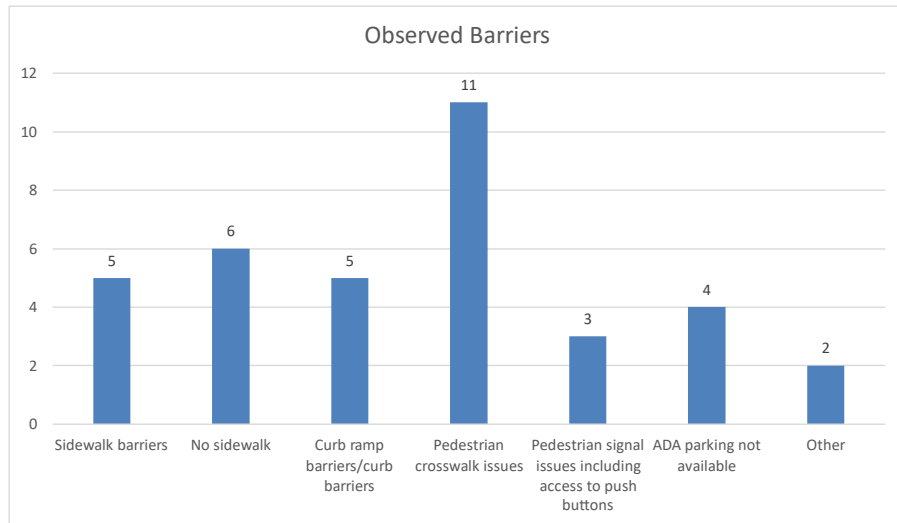


Figure 3. Observed Barriers in Public Right-of-Way

As shown on Figure 3, several barriers received significant response from the survey, with pedestrian crosswalk issues selected most frequently. In addition, curb ramp barriers, and no sidewalk or other sidewalk barriers were identified as accessibility challenges. Survey respondents selecting the Other category identified barriers associated with the proximity of available ADA parking stalls to their destinations.

Improvement Priorities

The survey respondents both identified and ranked their accessibility priorities within the City's public right-of-way. Respondents ranked areas within City right-of-way as first and second priority. Ranking an item as a first priority improvement was given a greater weight than second priority to emphasize the improvement's importance. A first priority ranking scored 3 points in the weighted scoring system, while a second priority ranking scored one point. Unweighted first and second priority survey responses are shown in Figure 4.

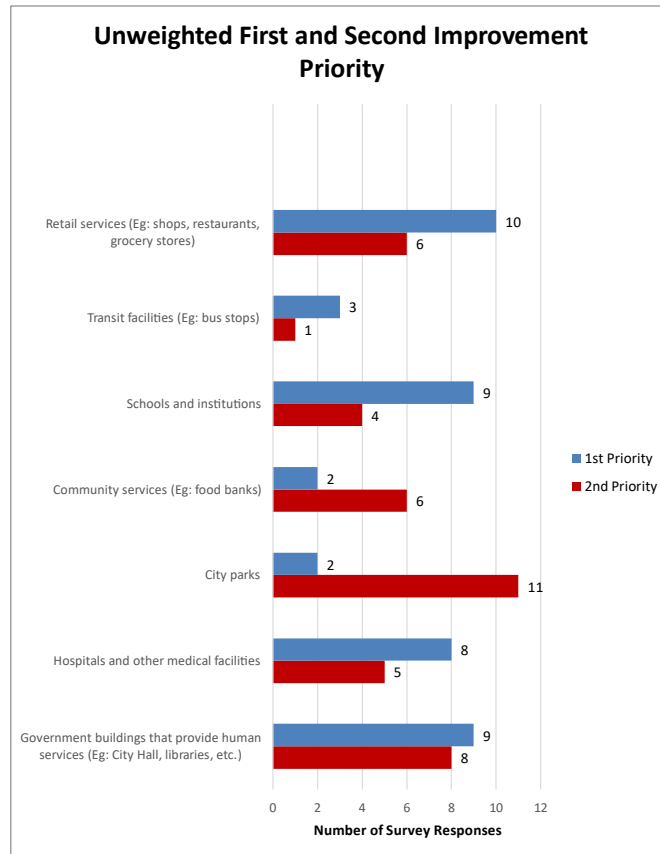


Figure 4. Unweighted First and Second Improvement Priority Ranking

When considering weighted scores, the top priorities among survey respondents were government buildings and retail services. Schools and institutions tied with City parks, and with hospitals and medical facilities, but was selected as the weighted third priority because it ranked higher than parks or medical services in the unweighted first priority. A summary of the weighted ranked priority locations is included in Figure 5. These weighted ranked priorities were utilized in the prioritization of barrier removal in the City's transition plan.

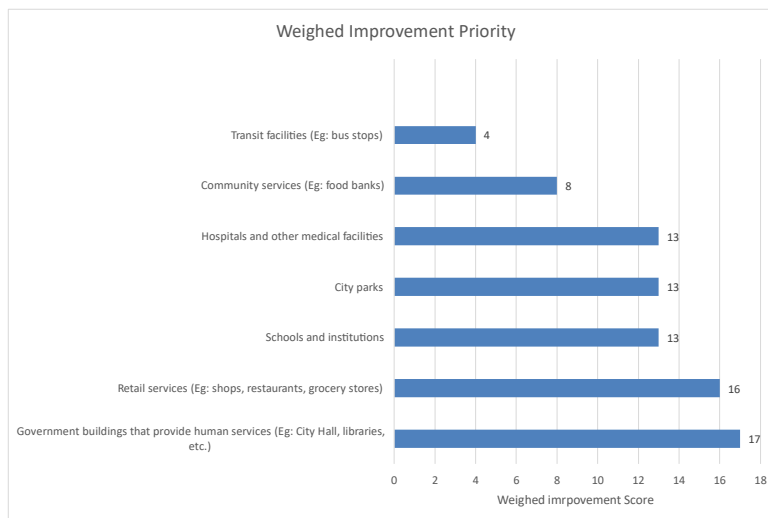


Figure 5. Weighted Improvement Priority Ranking

Respondents were also given the opportunity to identify locations where they have experienced mobility or accessibility challenges in the City of Chelan. Locations were identified via written survey responses and an online mapping tool. Key locations identified via written survey results and the online mapping tool are summarized in Table 1. Limited access to sidewalks due to damage, movable hazards, curb ramp issues or missing sidewalk segments were identified as the most common barriers among the locations identified in Table 1. Many acknowledgements were also given to the lack of sidewalk or safe crossings, and available ADA parking in downtown locations, on Woodin Avenue, Johnson Avenue, and near the City's parks. A complete listing of locations identified via written survey responses and the online mapping tool is given in Attachment A.

Table 1. Identified Accessibility Barriers

City Locations and/or Landmarks	City Roadways or Roadway Segments
Post Office	Johnson Avenue
Farmer's Market	Johnson Avenue
Lakeside Park	Woodin Avenue
Safeway	E Allen Avenue
Riverfront Park	Webster Avenue

Meeting ADA Standards

Per 28 CFR 35.150(d)(1), public involvement is required as follows: A public entity shall provide an opportunity to interested persons, including individuals with disabilities or organizations representing individuals with disabilities, to participate in the development of the transition plan by submitting comments. A copy of the transition plan shall be made available for public inspection.

The City has engaged with the public for feedback on developing the ADA transition plan in a manner that meets Title VI of the Civil Rights act. Title VI of the Civil Rights Act of 1964 is a Federal statute and provides that no person shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance. This includes matters related to language access or limited English proficient (LEP) persons.

Additional Outreach

A draft version of the ADA transition plan will be made available for public comment. Notice will be sent out via a mailer to all address in the City, City e-news, and the City newsletter that will inform people how to view the plan and provide any comments.



Attachment A: Survey Response Data

ADA Survey Response Data Summary

Total Responses48

1. Why do you travel in Chelan?

Answer	Total Responses	Percent of Total Responses	
I live in Chelan	31	65%	
I work in Chelan	23	48%	
Shopping in Chelan	23	48%	
Other community or social services	16	33%	
Recreation/recreational activities	22	46%	
Other	1	2%	Live in Chelan school district

2. Please tell us about yourself (select all that apply)

Answer	Total Responses	Percent of Total Responses
I have disabilities that impact how I travel	9	19%
I have no disability	26	54%
I support a person with disabilities	9	19%
I prefer not to say	2	4%
I have and support someone with a disability	1	2%

3. Please describe your disability/disabilities or those of the person you support (select all that apply)

Answer	Total Responses	Percent of Total Responses
Physical, mental, or emotional condition that limits learning, memory, or concentration	5	10%
Use a wheelchair	6	13%
Blindess or serious difficulty seeing when wearing glasses	5	10%
Use assistive software technology such as a screen-reader	2	4%
Condition that substantially limits one or more physical activities such as walking, climbing stairs, reaching, lifting, or carrying	13	27%
Use hearing aids or hearing assistive devices	3	6%
Deafness or hearing difficulty	2	4%
Use service animal	3	6%
Use mobility devices	8	17%

Other	2	4%
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"I am a physical therapist." "I am certified in home modifications and adaptations for those with disabilities that span the spectrum as checked off above. I have worked with all the issues and concern for access is significant in the downtown Chelan core off above." "Some mobility issues."

4. What resources do you use to find information on ADA issues? (select all that apply)

Answer	Total Responses	Percent of Total Responses
Washington State Department of Social and Health Services (DSHS)	19	40%
Washington State Department of Services for the Blind (DSB)	2	4%
Chelan	2	4%
Transit Service	1	2%
Department of Veterans Affairs	1	2%

Google, PROWAG website, DDA, <https://homemods.org> / -University of Southern California Leonard Davis School of Gerontology provides ideas and links to many resources needed to provide aging in place and community accessibility.

5. Please Provide your five-digit zip code.

Answer	City	County	Total Responses	Percent of Total Responses
83226	Challis (ID)	Custer	1	2%
98816	Chelan	Chelan	25	52%
98802	East Wenatchee	Douglas	1	2%
98831	Manson	Chelan	8	17%
98843	Orondo	Douglas	2	4%
98846	Pateros	Okanogan	1	2%

6. How often do you travel in the City of Chelan? (pre-pandemic)

Answer	Total Responses	Percent of Total Responses
Less than weekly	4	8%
1-2 days per week	2	4%
3-4 days per week	4	8%
5-7 days per week	33	69%

7. How do you travel within the City of Chelan?

Answer	Total Responses	Percent of Total Responses
Drive and Park	37	77%
Walk with a service animal	3	6%
Take transit or paratransit shuttles	6	13%
Walk	34	71%
Wheelchair	3	6%
Bike/Scooter	7	15%
Walk with assistance	5	10%
Other	0	0%

8. If you use transit, how often do you use it in a typical week?

Answer	Total Responses	Percent of Total Responses
Less than weekly	17	35%
1 day per week	1	2%
2-4 days per week	0	0%
5 or more days per week	4	8%

9. If you walk, how far are you willing/able to walk to your destination?

Answer	Total Responses	Percent of Total Responses
Less than 1/2 mile	14	29%
1/2 mile	7	15%
1 mile	13	27%
2 miles	5	10%
More than 2 miles	2	4%

10. Are you now or were you ever unable to participate in an event or obtain services in the City of Chelan?

Answer	Total Responses	Percent of Total Responses
No	33	69%
Yes	10	21%
unanswered	5	10%

11. Which of the following barriers in the public right-of-way are reasons you could not participate?

Answer	Total Responses	Percent of Total Responses
Sidewalk barriers	5	10%
No sidewalk	6	13%
Curb ramp barriers/curb barriers	5	10%
Pedestrian crosswalk issues	11	23%
Pedestrian signal issues including access to push buttons	3	6%
ADA parking not available	4	8%

Other

2

4%

"General lack of parking and crowds for events. Deters me from chamber of commerce at times." Proximity of available parking (not close enough)

12. What areas would be your first priority in improving pedestrian facilities?

Answer	Total Responses	1st Priority Point Value	3
Government buildings that provide human services (Eg: City Hall, libraries, etc.)	9	27	
Hospitals and other medical facilities	8	24	
City parks	2	6	
Community services (Eg: food banks)	2	6	
Schools and institutions	9	27	
Transit facilities (Eg: bus stops)	3	9	
Retail services (Eg: shops, restaurants, grocery stores)	10	30	

13. What areas would be your second priority in improving pedestrian facilities?

Answer	Total Responses	2nd Priority Point Value	1
Government buildings that provide human services (Eg: City Hall, libraries, etc.)	8	8	
Hospitals and other medical facilities	5	5	
City parks	11	11	
Community services (Eg: food banks)	6	6	
Schools and institutions	4	4	
Transit facilities (Eg: bus stops)	1	1	
Retail services (Eg: shops, restaurants, grocery stores)	6	6	

Total Points	
Government buildings that provide human services (Eg: City Hall, libraries, etc.)	17
Hospitals and other medical facilities	13
City parks	13
Community services (Eg: food banks)	8
Schools and institutions	13
Transit facilities (Eg: bus stops)	4
Retail services (Eg: shops, restaurants, grocery stores)	16

Total Points - sorted	
Government buildings that provide human services (Eg: City Hall, libraries, etc.)	17
Retail services (Eg: shops, restaurants, grocery stores)	16
Schools and institutions	13
City parks	13
Hospitals and other medical facilities	13
Community services (Eg: food banks)	8
Transit facilities (Eg: bus stops)	4

Question 14: Please list up to three locations where you have experienced (or noticed) mobility challenges, accessibility challenges, trip hazards, etc. in Chelan*.

*For these open-ended questions, please provide the location/s where you have experienced challenges with pedestrian facilities as well as a description of the problem/s you encountered. For example:

Location: sidewalks on 1st Avenue, to the east of A Street.

Description: Sidewalk is raised creating a trip hazard

Location	Description of Barrier
Multiple	Various raised areas of sidewalk, tree and parklet too close together or hole around base of tree for ankle roll potentials and trip-fall potential when trying to pass another person on the sidewalk
Corner of E Allen and Emerson	No wheelchair ramp
Corner of Emerson and Gibson	The sidewalk is slanted and raised
E Woodin Ave	Narrow sidewalks on southside of 300 block heading east, cars often parked in driveways blocking sidewalk
Downtown	All the inlaid bricks need fixing
South side of Johnson Ave between the PO and Kelly Allen and by the nail salon	Broken, cracked, heaved sidewalk
Along Gibson	No sidewalks on both sides of street
Downtown sidewalks	Loose bricks
Saunders and Wapato	Needs a crossing light
Lakeside Park	Accessing the park or restrooms is physically impossible for wheelchair bound people with such steep entries, stairs, and lack of sidewalk leading to the restrooms
Woodin Ave, Sanders St	Sidewalks in downtown are in severe disrepair and are a trip hazard to even able bodied people
Side streets abutting 150 (Manson Highway)	No sidewalks or nominal sidewalks
Post Office	No handicap parking spot
Cross walk on the old bridge by The Grandview	The cross walk is obscured by trees
Main St	Little or no parking
Riverfront Park	Walking path - concrete stairs
Downtown shops	Sidewalks are broken and too narrow
Downtown	Not enough ADA compliant restrooms and parking available

Crosswalk at 312 E Woodin Ave	PW painted a crosswalk but a tree is blocking visibility to drivers on one side and drivers just don't pay attention for pedestrians
Sidewalks on N. Emerson St	No ADA ramps for sidewalks at intersections. No sidewalks at alley ends
100 block East Johnson	No wheelchair access
Local Myth Pizza	Clients put chairs outside of table cage and make sidewalk impassable
Downtown	Sidewalks are too narrow
Alley behind Emerson townhomes (affordable housing)	The grade of the alley is much lower than the north side sidewalk
The neighborhoods of Gibson and Highland	Not having sidewalks
E Woodin Ave	Cars often parked along northside of road from 500 block east partly on road with other side over curb on sidewalk. Sidewalk on that side is often merely designated by a painted line, and sidewalk is narrow
Downtown	Restricted sidewalk space
North side of Johnson Ave in front of the church and clinic	Broken, cracked, sunken sidewalk
Morgen Owings Elementary	The ADA parking and curb cut outs don't align with crosswalks and are not close to the ramped sidewalk to the front entry
Johnson Ave between Sanders and Bradley	The sidewalk on Johnson near the elementary school also has a great many trip hazards
Sidewalk from approx. Habitat into town	Cracked, broken, narrow, cars parked on the sidewalk
Crosswalk by the fire station	Not well marked at all
Sidewalk on Woodin Ave, opposite High School	Sidewalk is very uneven
Safeway intersection	Crosswalk not aligned with curb cuts
Post Office on Johnson Ave	There is Handicap parking but no direct access to the sidewalk safely. Wheelchair passenger has to go out into the street to access the sidewalk
Farmers market at Riverwalk park	Cars block crosswalk and sidewalk
By Walmart	No sidewalk access from town to Walmart
Highland campus- (old hospital)	Sidewalk up the hill ends abruptly with no ramp
The neighborhood behind Safeway, E Allen Ave	The sidewalks have dips and tripping hazards
Northside of 200 block E Wapato	Sidewalk is merely designated by painted lines at parking lot, cars, especially trailers, often park across the sidewalk

Sidewalk between west side of Sanders St and The Tin Lily	Broken, cracked, displaced sidewalk
Intersections of Navarre/Woodin and Okanagan/Sanders	Crossing lights could be used to make crossing in these frequently used areas safer for those going to from the school or to/from the senior center and Chelan valley hope
Areas abutting 97 Ave	No safe walkways or trails for pedestrian access
All crosswalks in town	All crosswalks need to be maintained with bright visible paint
Don Morse Park	Sidewalks in the park are settled and uneven in places

Appendix E - Funding Sources & Planning Cost Estimate



Planning Level Cost Estimate

PROJECT NAME: Chelan ADA Transition Plan

JOB NUMBER: 1.22131.01

NOTE: This cost estimate is planning level in nature. It should be considered preliminary and for planning purposes only. It specifically excludes structural impacts to buildings and parking structures, inflation, and sales tax. Potential items such as retaining walls, earthwork, etc., are assumed to be included in the planning level estimate contingency unless otherwise indicated.

When features require multiple improvements, the cost of the smaller component is included in the larger task. (i.e. detectable warning surface is included with curb ramp reconstruction.)

ROW Facilities

Item No.	ADA Deficiency	Improvement Type	Quantity	Unit	Unit Price	Total Price
Sidewalk Improvements						
1	Non-compliant sidewalk (width, condition, slope, etc.)	Reconstruct existing sidewalk/paved shoulder walkway	50,550	SY	\$ 145	\$ 7,329,815
2	Non-compliant driveway (slope, grade break, etc.)	New driveway with sidewalk	650	EA	\$ 2,900	\$ 1,885,000
Subtotal					\$	9,215,000

Maintenance/Miscellaneous						
4	Vertical discontinuity (>1/4in - <=1/2in w/out bevel)	Sidewalk grinding (5 LF of sidewalk).	82	EA	\$ 250	\$ 20,500
5	Vertical discontinuity (>1/2in)	Replace two adjacent sidewalk panels (5ft x 5ft panels)	204	EA	\$ 806	\$ 164,333
6	Horizontal discontinuity	Sidewalk crack sealing/grouting (5LF per occurrence)	305	LF	\$ 5	\$ 1,525
7	Fixed Obstacles	Relocation of obstacles including utility pole, mailbox, tree trunk, etc.	133	EA	\$ 3,000	\$ 399,000
8	Moveable Obstacles	Relocation of obstacles including tree/bush (prunable), message boards, parked cars, etc.	58	EA	\$ 200	\$ 11,600
9	Protruding Obstacles	Relocation of obstacles including of bush/tree, signs, awnings etc.	13	EA	\$ 500	\$ 6,500
Subtotal					\$	604,000

Curb Ramp Improvements						
10	Missing curb ramps	Install new curb ramp	170	EA	\$ 6,000	\$ 1,020,000
11	Non-compliant ramp (running slope, cross slope, ramp width, flare slope, lip, grade break, etc.)	Remove and reconstruct existing ramp	462	EA	\$ 6,000	\$ 2,772,000
12	Curb ramps without detectable warning surface (DWS), non-compliant DWS placement, non-compliant DWS depth, or non-compliant DWS Width	Install/replace detectable warning surface	59	EA	\$ 1,030	\$ 60,770
13	Curb ramp at marked crosswalk does not end within crosswalk.	Rechannelize crosswalk.	9	EA	\$ 1,100	\$ 9,900
Subtotal					\$	3,863,000

Pushbutton Improvements						
14	Non-APS pushbutton and pushbutton is located incorrectly.	Install new APS pushbutton AND Install new pole.	12	EA	\$ 5,900	\$ 70,800
15	APS pushbutton that has non-compliant dimensions and/or programming and located incorrectly.	Reprogram pushbutton, reorient pushbutton, and/or install tactile arrow AND Install new pole and relocate pushbutton.	13	EA	\$ 3,700	\$ 48,100
16	APS pushbutton that has non-compliant dimensions and/or programming	Reprogram pushbutton, reorient pushbutton, and/or install tactile arrow.	7	EA	\$ 200	\$ 1,400
Subtotal					\$	121,000

Bus Stop Improvements						
17	Non-compliant bus stop boarding area (running slope, cross slope, size, and/or condition)	Replace/construct boarding area (8ftx5ft) and two transition panels (5ftx5ft) - 10 SY per occurrence.	210	SY	\$ 145	\$30,450
Subtotal					\$	31,000

Accessible Parking Improvements						
18	Non-compliant parking stall/parking aisle slope.	Grind surface and/or add asphalt lift.	2	EA	\$ 2,000	\$4,000
19	Non-compliant accessible parking stall/parking aisle width or pavement marking.	Install parking stall accessible symbol/aisle pavement markings or resize and restripe stall/aisle.	2	EA	\$ 200	\$400

Subtotal					\$	5,000
ROW Total					\$	13,839,000
Contingency @ 20%					\$	2,768,000
Design @ 12%					\$	1,661,000
Mobilization @ 8%					\$	1,107,000
TESC + Traffic Control @ 12%					\$	1,661,000
Const. Management @ 20%					\$	2,768,000
Right-of-way @ 20%					\$	2,768,000
ROW Grand Total					\$	26,572,000

On-Site Facilities

Item No.	ADA Deficiency	Improvement Type	Quantity	Unit	Unit Price	Total Price
Sidewalk Improvements						
1	Non-compliant sidewalk (width, condition, slope, etc.)	Reconstruct existing sidewalk/paved shoulder walkway	328	SY	\$ 145	\$ 47,598
Subtotal					\$	48,000
Maintenance/Miscellaneous						
2	Vertical discontinuity (>1/2in)	Replace two adjacent sidewalk panels (5ft x 5ft panels)	2	EA	\$ 806	\$ 1,611
3	Horizontal discontinuity	Sidewalk crack sealing/grouting (5LF per occurrence)	40	LF	\$ 5	\$ 200
4	Fixed Obstacles	Relocation of obstacles including utility pole, mailbox, tree trunk, etc.	1	EA	\$ 3,000	\$ 3,000
5	Moveable Obstacles	Relocation of obstacles including tree/bush (prunable), message boards, parked cars, etc.	5	EA	\$ 200	\$ 1,000
Subtotal					\$	6,000
Curb Ramp Improvements						
6	Non-compliant ramp (running slope, cross slope, ramp width, flare slope, lip, grade break, etc.)	Remove and reconstruct existing ramp	2	EA	\$ 6,000	\$ 12,000
7	Curb ramps without detectable warning surface (DWS), non-compliant DWS placement, non-compliant DWS depth, or non-compliant DWS Width	Install/replace detectable warning surface	1	EA	\$ 1,030	\$ 1,030
Subtotal					\$	14,000
Accessible Parking Improvements						
8	Non-compliant parking stall/parking aisle slope.	Grind surface and/or add asphalt lift.	36	EA	\$ 2,000	\$72,000
9	Non-compliant accessible parking stall/parking aisle width or pavement marking.	Install parking stall accessible symbol/aisle pavement markings or resize and restripe stall/aisle.	11	EA	\$ 200	\$2,200
10	Non-compliant sign height or no sign indicating accessible stall.	Install new sign or adjust existing sign.	16	EA	\$ 200	\$3,200
Subtotal					\$	78,000
On-Site Total					\$	146,000
Contingency @ 20%					\$	29,000
Design @ 12%					\$	18,000
Mobilization @ 8%					\$	12,000
Construction Management @ 20%					\$	29,000
On-Site Grand Total					\$	234,000
Row and On-Site Grand Total 2024 Dollars					\$	26,806,000

Planning Level Cost Estimate - Right-of-Way

PROJECT NAME: Chelan ADA Transition Plan
TG PROJECT NUMBER: 1.22131.01

NOTE: This cost estimate is planning level in nature. It should be considered preliminary and for planning purposes only. It specifically excludes right-of-way acquisition and all associated costs, structural impacts to buildings and parking structures, and sales tax. Potential items such as retaining walls, earthwork, etc., are assumed to be included in the planning level estimate contingency unless otherwise indicated.

This planning cost estimate covers only the pedestrian features within the first stage of data collection.



Quantity by Priority ROW									
Feature	Low		Medium		High		Very High		Total
	1-15 (0-10 hazards)	%	16-30 (11-20 hazards)	%	31-45 (21-30 hazards)	%	46+ (31+ hazards)	%	
Sidewalks (SY)	13,185	26%	16,440	33%	18,724	37%	2,202	4%	50,550
Driveways (EA)	246	38%	196	30%	138	21%	70	11%	650
Vertical discontinuity (EA)	21	7%	69	24%	115	40%	81	28%	286
Horizontal discontinuity (LF)	20	7%	95	31%	90	30%	100	33%	305
Fixed Obstacles (EA)	33	25%	32	24%	46	35%	22	17%	133
Moveable Obstacles (EA)	5	9%	33	57%	16	28%	4	7%	58
Protruding Obstacles (EA)	4	31%	4	31%	1	8%	4	31%	13
Curb Ramps (EA)	18	3%	128	18%	284	41%	265	38%	695
Pushbuttons (EA)	0	0%	0	0%	25	78%	7	22%	32
Bus Stops (SY)	10	5%	120	57%	70	33%	10	5%	210
Parking (EA)	0	0%	0	0%	1	100%	0	0%	1

Cost by Priority ROW									
Feature	Low		Medium		High		Very High		Total
	1-15 (0-10 hazards)	%	16-30 (11-20 hazards)	%	31-45 (21-30 hazards)	%	46+ (31+ hazards)	%	
Sidewalks (SY)	\$ 1,911,771	26%	\$ 2,383,765	33%	\$ 2,714,970	37%	\$ 319,309	4%	\$ 7,330,000
Driveways (EA)	\$ 713,400	38%	\$ 568,400	30%	\$ 400,200	21%	\$ 203,000	11%	\$ 1,885,000
Vertical discontinuity (EA)	\$ 14,139	8%	\$ 40,028	22%	\$ 77,083	41%	\$ 53,583	29%	\$ 186,000
Horizontal discontinuity (LF)	\$ 100	7%	\$ 475	31%	\$ 450	30%	\$ 500	33%	\$ 2,000
Fixed Obstacles (EA)	\$ 99,000	25%	\$ 96,000	24%	\$ 138,000	35%	\$ 66,000	17%	\$ 399,000
Moveable Obstacles (EA)	\$ 1,000	8%	\$ 6,600	55%	\$ 3,200	27%	\$ 800	7%	\$ 12,000
Protruding Obstacles (EA)	\$ 2,000	29%	\$ 2,000	29%	\$ 500	7%	\$ 2,000	29%	\$ 7,000
Curb Ramps (EA)	\$ 64,510	2%	\$ 646,020	17%	\$ 1,562,140	40%	\$ 1,590,000	41%	\$ 3,863,000
Pushbuttons (EA)	\$ -	0%	\$ -	0%	\$ 97,900	81%	\$ 22,400	19%	\$ 121,000
Bus Stops (SY)	\$ 1,450	5%	\$ 17,400	56%	\$ 10,150	33%	\$ 1,450	5%	\$ 31,000
Parking (EA)	\$ -	0%	\$ -	0%	\$ 4,400	88%	\$ -	0%	\$ 5,000

	Low 1-15	Medium 16-30	High 31-45	Very High 46+	Total
ROW Total	\$ 2,808,000	\$ 3,761,000	\$ 5,009,000	\$ 2,260,000	\$ 13,841,000
Contingency @ 20%	\$ 562,000	\$ 753,000	\$ 1,002,000	\$ 452,000	\$ 2,768,000
Design @ 12%	\$ 337,000	\$ 452,000	\$ 602,000	\$ 272,000	\$ 1,661,000
Mobilization @ 8%	\$ 225,000	\$ 301,000	\$ 401,000	\$ 181,000	\$ 1,107,000
TESC + Traffic Control @ 12%	\$ 337,000	\$ 452,000	\$ 602,000	\$ 272,000	\$ 1,661,000
Const. Management @ 20%	\$ 562,000	\$ 753,000	\$ 1,002,000	\$ 452,000	\$ 2,768,000
Right-of-way @ 20%	\$ 562,000	\$ 753,000	\$ 1,002,000	\$ 452,000	\$ 2,768,000
Grand Total ROW	\$ 5,393,000	\$ 7,225,000	\$ 9,620,000	\$ 4,341,000	\$ 26,574,000

Quantity by Priority On-Site									
	Low		Medium		High		Very High		
Feature	1-15 (0-10 hazards)	%	16-30 (11-20 hazards)	%	31-45 (21-30 hazards)	%	46+ (31+ hazards)	%	Total
Sidewalks (SY)	0	0%	0	0%	328	100%	0	0%	328
Vertical discontinuity (EA)	1	50%	1	50%	0	0%	0	0%	2
Horizontal discontinuity (LF)	10	25%	30	75%	0	0%	0	0%	40
Fixed Obstacles (EA)	0	0%	0	0%	1	100%	0	0%	1
Moveable Obstacles (EA)	0	0%	5	100%	0	0%	0	0%	5
Curb Ramps (EA)	0	0%	1	33%	0	0%	2	67%	3
Parking (EA)	1	3%	9	24%	22	59%	5	14%	37

Cost by Priority On-Site									
	Low		Medium		High		Very High		
Feature	1-15 (0-10 hazards)	%	16-30 (11-20 hazards)	%	31-45 (21-30 hazards)	%	46+ (31+ hazards)	%	Total
Sidewalks (SY)	\$ -	0%	\$ -	0%	\$ 47,598	100%	\$ -	0%	\$ 48,000
Vertical discontinuity (EA)	\$ 806	50%	\$ 806	50%	\$ -	0%	\$ -	0%	\$ 2,000
Horizontal discontinuity (LF)	\$ 50	25%	\$ 150	75%	\$ -	0%	\$ -	0%	\$ 1,000
Fixed Obstacles (EA)	\$ -	0%	\$ -	0%	\$ 3,000	100%	\$ -	0%	\$ 3,000
Moveable Obstacles (EA)	\$ -	0%	\$ 1,000	100%	\$ -	0%	\$ -	0%	\$ 1,000
Curb Ramps (EA)	\$ -	0%	\$ 1,030	8%	\$ -	0%	\$ 12,000	92%	\$ 14,000
Parking (EA)	\$ 400	1%	\$ 19,200	25%	\$ 41,000	53%	\$ 16,800	22%	\$ 78,000

	Low 1-15	Medium 16-30	High 31-45	Very High 46+	Total
On-Site Total	\$ 2,000	\$ 23,000	\$ 92,000	\$ 29,000	\$ 147,000
Contingency @ 20%	\$ 1,000	\$ 5,000	\$ 19,000	\$ 6,000	\$ 30,000
Design @ 12%	\$ 1,000	\$ 3,000	\$ 12,000	\$ 4,000	\$ 18,000
Mobilization @ 8%	\$ 1,000	\$ 2,000	\$ 8,000	\$ 3,000	\$ 12,000
Construction Management @ 20%	\$ 1,000	\$ 5,000	\$ 19,000	\$ 6,000	\$ 29,000
Grand Total On-Site	\$ 6,000	\$ 38,000	\$ 150,000	\$ 48,000	\$ 236,000

	Low 1-15	Medium 16-30	High 31-45	Very High 46+	Total
ROW + On-Site Grand Total	\$ 5,399,000	\$ 7,263,000	\$ 9,770,000	\$ 4,389,000	\$ 26,810,000

Appendix F - Accessible Pedestrian Signal (APS) Policy

City of Chelan – Example Policy for Installation of Accessible Pedestrian Signals and Pushbuttons

Intent:

It is the City's intention to be consistent with the most current version of the Public Right of Way Access Guidelines (PROWAG) in the provision of and location of accessible pedestrian signals and pushbuttons (APS) at traffic signals. Further guidance is available in 28 CFR Part 35 and Manual on Uniform Traffic Control Devices (MUTCD) section 4E.08 through 4E.13.

Purpose:

The purpose of this plan is to establish a reasonable and consistent policy for installing APS.

Scope:

1. *Requests:* Requests for APS systems from the public will be responded to in a timely manner and the consideration for installation will be done in accordance with applicable sections of the ADA.
2. *New construction:* New construction of traffic signal projects requires installation of APS and associated accessible features when pedestrian signals are installed.
3. *Alterations:* When the signal controller and software are altered, the pedestrian signal head is replaced, or pedestrian detectors are replaced, the existing pedestrian signals shall be upgraded to APS on poles in accessible locations.
4. *Curb ramp replacement at traffic signals:* Altering or replacing curb ramps does not require installation of APS unless the curb ramp cannot be altered or replaced without the alteration, installation or replacement of any pole to which a pedestrian pushbutton is attached. Then, installation of APS on poles in accessible locations is required.
5. In addition to the above conditions, APS will be installed through fulfillment of the City's obligations to complete its ADA Transition Plan.

Installation of APS is not required, unless otherwise noted, under the following conditions, but is recommended when inclusion in the project scope is possible:

1. *Minor work and routine maintenance at traffic signals:* Projects including but not limited to: emergency repairs, vehicular detection installation and repairs, installation and repair of CCTV or other cameras, vehicular signal head upgrades and repairs, and repair of pedestrian detection do not require installation of APS and associated accessible features.
2. *Signal timing changes:* Updating signal timing including cycle length, splits, offsets, and pedestrian clearance times do not require installation of APS and associated accessible features.

Appendix G - Grievance Procedure

Chelan, Washington

***Example* Grievance Procedure under The Americans with Disabilities Act**

This Grievance Procedure is established to meet the requirements of the Americans with Disabilities Act of 1990 ("ADA"). It may be used by anyone who wishes to file a complaint alleging discrimination on the basis of disability in the provision of services, activities, programs, or benefits by the City of Chelan.

The complaint should be in writing and contain information about the alleged discrimination such as name, address, phone number of complainant and location, date, and description of the problem. Alternative means of filing complaints, such as personal interviews or a tape recording of the complaint, will be made available for persons with disabilities upon request.

The complaint should be submitted by the grievant and/or his/her designee as soon as possible but no later than 60 calendar days after the alleged violation to:

XYZ ADA
Coordinator
Contact Info

Within 15 calendar days after receipt of the complaint, City Engineer or their designee will meet with the complainant to discuss the complaint and the possible resolutions. Within 15 calendar days of the meeting, City Engineer or his/her designee will respond in writing, and where appropriate, in a format accessible to the complainant, such as large print, Braille, or audio tape. The response will explain the position of the City and offer options for substantive resolution of the complaint.

If the response by City Engineer or his/her designee does not satisfactorily resolve the issue, the complainant and/or his/her designee may appeal the decision within 15 calendar days after receipt of the response to the City Manager or his/her designee. Within 15 calendar days after receipt of the appeal, the City Manager or his/her designee will meet with the complainant to discuss the complaint and possible resolutions. Within 15 calendar days after the meeting, the City Manager or his/her designee will respond in writing, and, where appropriate, in a format accessible to the complainant, with a final resolution of the complaint. All written complaints received by City Engineer or his/her designee, appeals to the City Manager or his/her designee, and responses from these two offices will be retained by the City for at least three years.

Appendix H - Maximum Extent Feasible (MEF) Documentation Template

Maximum Extent Feasible (MEF) Template

Project Description

Highway/Building Parameters

- Roadway Classification:
- Design Speed/Posted Speed:
- Design Year ADT:
- Truck Percentage:
- Access Control:
- Building Type:
- Facilities Provided in Building:

Existing Pedestrian Facilities – general description (for new construction projects include a summary of the project pedestrian study)

Pedestrian Design Standards – cover the following subjects

- Discuss the criteria that apply to the pedestrian elements on the project that will be built to the Maximum Extent Feasible
- Include reference(s) to the appropriate PROWAG/ADA section(s) and City Public Works Standards [including revision date]

Alternative(s) analysis - needed for new construction projects only

Proposal – cover the following subjects

- What features will remain that meet guidelines
- What features are being built to guidelines
- What is being built to the maximum extent feasible

Justification

- Discussion of what constraints/challenges there are to meet full design level
- See worksheet

Additional Benefits – new construction projects

Attachments

MEF Template – Public Right-of-Way Alteration Project Example

Project Description

This Alteration project will mill & fill SR “A” (from edge line to edge line) with 0.15’ HMA (Class 1/2” PG 64-22) from MP 4.03 to 4.45 and from MP 4.71 to 6.89. This project will overlay the roadway (from edge of pavement to edge of pavement) with 0.20’ HMA (Class 1/2” PG 64-22) from MP 4.45 to 4.71. There is no proposed paving on City Roads.

Highway Parameters

- Roadway Classification: Non-NHS, U-I, Urban Principal Arterial.
- Funding Program: PI – Paving
- Posted/Design Speed: Mainline - 55/60 mph
- Average Daily Traffic: 25,000 (per Project Definition)
- Truck %: 9% (per Traffic Operations)
- Access Management Classification: Currently classified as Managed Access Class 3. On Master Plan for Modified Limited Access

Existing Pedestrian Facilities

There are five curb ramps and eight sidewalk ramps (from sidewalk to shoulder) located along SR “A” within the paving limits of this project. All five curb ramps and seven of the eight sidewalk ramps do not meet current ADA standards. One sidewalk ramp is located north of the “X” Street intersection (east side – EI, meets guidelines) at the north end of the sidewalk.

There are curb ramps and sidewalk ramps located at the four corners of the “Y” Avenue signalized intersection. Pedestrians can cross this intersection via six curb ramps and four marked crosswalks.

There are curb ramps and sidewalk ramps located at the southwest and northwest corners of the “Z” Way signalized tee intersection. Pedestrians can cross this intersection via three curb ramps and two marked crosswalks. There is one unmarked crossing on SR “A” located at the north side of this intersection. The unmarked crossing meets ADA standards, but the curb ramp located at the west side of the unmarked crossing does not meet ADA standards. This curb ramp is for the marked crosswalk on “Z” Way, is outside of our paving limits, and will not be addressed.

Pedestrian Design Standards

Curb Ramps – Landing, PROWAG 2005 R303.2.1.3

The cross slopes of a curb ramp landing shall be 2% maximum.

This also implies that the gutter slope adjacent to a curb ramp landing shall be 2% maximum.

Proposal

Curb Ramps and Ramps (from sidewalk to shoulder)

North of the “X” Street intersection (west side - W4)

This sidewalk ramp will be upgraded to meet City standards.

“Y” Avenue Intersection

Three of the four proposed curb ramps and all four proposed sidewalk ramps at the “Y” Avenue intersection meet current City standards. Proposed curb ramp “Y” Avenue SW2, located at the southwest corner, is designed to the maximum extent feasible.

Proposed curb ramp “Y” Avenue SW2 will maintain its current landing location to accommodate two crosswalks. All curb ramp elements will meet current City standards, except for the proposed gutter slope (4.4%) and landing cross slope (5.0%). These two elements will maintain the existing gutter slope >2%.

“Z” Way Intersection

The two proposed sidewalk ramps at the “Z” Way intersection meet current City standards. Proposed curb ramp “Z” Way SW2, located at the southwest corner, is designed to the maximum extent feasible.

Proposed curb ramp “Z” Way SW2 will maintain its current landing location to minimize the gutter slope and landing cross slope. All curb ramp elements will meet current City standards, except for the proposed gutter slope (7.4%) and landing cross slope (7.9%). These two elements will maintain the existing gutter slope >2%.

Justification

To construct the curb ramps to be 100% compliant would require re-profiling the existing roadway. This type of major reconstruction is not feasible in this type of Alteration project.

To construct the curb ramps while maintaining the existing profile of the roadway would require rebuilding the roadway adjacent to the proposed curb ramps. The rebuilt roadway would not eliminate the transition from the 2% cross slope of the curb ramps as it matches into the steeper cross slopes of the existing crosswalks but would simply move the transition further into the active traveled roadway. The result would be a grade change transition within the driving lane that would be undesirable.

Attachments

Vicinity Map

Spreadsheet

Curb Ramp Geometrics

Plan Sheets

Appendix I - ADA Terminology

ADA Terminology

Accessible Pedestrian Signals. A device that communicates information about pedestrian signal timing in non-visual format such as audible tones, speech messages, and/or vibrating surfaces.

Barrier. Obstacle that prevents movement or access.

Cross Slope. The slope that is perpendicular to the direction of travel (see running slope).

Curb Ramp. A short ramp cutting through a curb or built up to it.

Detectable Warning. A standardized surface feature built in or applied to walking surfaces or other elements to warn of hazards on a circulation path. Also known as “truncated domes”.

Fixed Obstacles. Obstacles in pathways that cannot be moved without significant changes to the existing infrastructure.

Grade Break. Location where a pathway’s slope changes.

Hazard. Miscellaneous barrier along a pedestrian circulation route.

Maximum Extent Feasible. The situation in which the nature of an existing building or facility makes it virtually impossible to comply fully with accessibility standards.

Moveable Obstacles. Obstacles in pathways that can be moved without significant changes to the existing infrastructure.

Pedestrian Access Route. A continuous and unobstructed path of travel provided for pedestrians with disabilities within or coinciding with a pedestrian circulation path.

Pedestrian Circulation Path. A prepared exterior or interior surface provided for pedestrian travel in the public right-of-way.

Ramp. A walking surface that has a running slope steeper than 1:20.

Running Slope. The slope that is parallel to the direction of travel (see cross slope).

Ramp Flare. Transitions the curb line to the elevation of the street.

Stakeholder. Focused group of the general public with interest in outreach efforts.

Turning Space. Area that provides maneuvering space at the top/bottom of a ramp.