

## Goshen Town Offices



## Town of Goshen ADA Transition Plan

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Institute for Human Centered Design

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## Goshen Town Offices

### Background

The Goshen Town Offices is a municipal and administrative building located at 40 Main Street. The building has two levels with accessible entrances to each level with minor accessibility issues.

The Town Hall portion of the building has two (2) floors connected by stairs. There is no accessible route between the floors but there is access to each level through a separate entrance. The ground level has the Hilltown Food Pantry and the Police Department. The first floor has the Building Department.

Parking for the building is serviced by a single parking lot with one accessible parking space. Additional parking is located at the Town Hall, which shares a lot with the Town Offices. There is also parking to the east of the building that services the Police Station, though this parking is reserved for officers and public officials only.

### Key Accessibility Issues

#### Entrances

Accessibility issues include lack of directional signage at inaccessible entrances directing people to the accessible entrances. Additionally, accessible entrances lack signage with the International Symbol of Accessibility.

#### Parking Lots

Accessibility issues include a lack of signage that designates the accessible space at the front of the building as a van-accessible space, despite being compliant in size.

#### Toilet and Bathing Rooms

The most significant accessibility issues include broken or non-compliant door hardware, plumbing underneath lavatories that lacks pipe protection, toilet flush controls not located on the open

(transfer) side of the toilet, and toilets with the centerlines located greater than 18 inches from the side wall.

#### Play Areas

The play structures along East Street have accessibility issues including a lack of material underneath that is stable, firm, and slip resistant. Under a recent MA court ruling, engineered woodchips no longer qualify as a compliant material to be installed underneath play components, and thus must be replaced with a more firm, stable and slip-resistant surface. Additional issues include a lack of an accessible route to the play components.

#### Additional Accessibility Issues

- Some interior doors lack maneuvering clearance and/or compliant hardware.
- Compliant egress and designation signage is not provided.
- Work surfaces throughout the offices lack knee and toe clearance underneath.
- There is no accessible route to and around a picnic table outside of the Town Offices.
- Stairways lack 12" extensions at the top and bottom.

#### **Order of Magnitude Cost Estimates**

- Provide compliant signage and hardware at entrances: \$861
- Repair door and doorway issues (including installing one automatic door opener): \$2,014
- Provide compliant egress and designation signage: \$812
- Provide three (3) accessible work surfaces: \$1,050
- Provide an accessible route to and around the picnic table: \$1,329
- Renovate toilet rooms: \$2,392
- Provide accessible route to playground and accessible surface to playground components: \$12,112

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- Miscellaneous corrective actions (parking signage, protruding objects, stair handrail, etc.): \$919

**Total: \$ 21,489**





#### **Best Practice and Universal Design**

- Consider relocating book drop-off area to improve circulation at the front entrance.
- At the notice board by the front entrance, consider lowering notices so that visible characters are 60" maximum above the finished floor.
- Drinking fountains are not provided for any areas in the building. Consider providing a drinking fountain in the Town Offices, Police Station, and/or Hilltown Food Pantry.





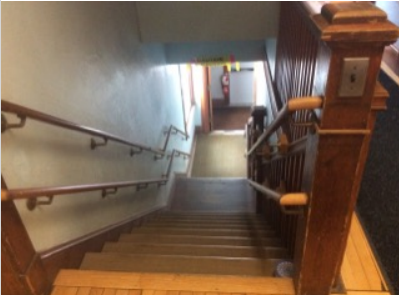
**Town of Goshen  
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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
<b>Approach and Entrance</b>												
<b>Off-Street Parking Lot or Garage</b>												
1	Parking in Front	Ext.	1	Off-Street Parking Lot or Garage	Visitor		Total # of parking Total # of designated accessible parking spaces Total # of designated van accessible spaces Sign does not have the designation "Van Accessible"	1 1 0	The lot requires one van accessible space. Add the designation "Van Accessible" to the sign.	1	250	\$250
<b>Entrance</b>												
2	Alternative Access to Hilltown Food Pantry	Ext.		Entrance	Secondary Entrance		Entrance not on an accessible route Directional sign to accessible entrance not provided	- -	Provide a directional sign indicating the location of the nearest accessible entrance. Repair to this door may prove technically infeasible and require building a bulkhead as the pantry is under the ground level.	1	173	\$173
3	Front Entrance	Ext.		Entrance	Main Entrance		International Symbol of Accessibility not provided	-	Provide the International Symbol of Accessibility at the accessible entrance.	1	173	\$173
4	Hilltown Pantry Entrance	Ext.		Entrance	Secondary Entrance		International Symbol of Accessibility not provided Hardware not operable with a closed fist	-	Provide the International Symbol of Accessibility. Provide hardware that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist.	1	515	\$515

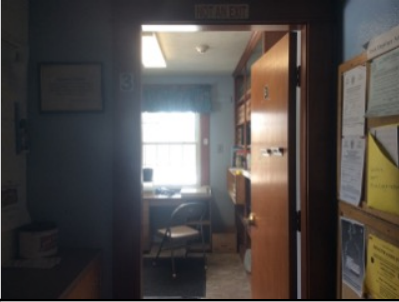

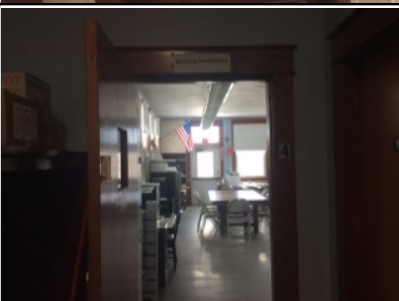


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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
<b>Emergency Exit</b>												
5	Building Inspectors Office	1	4	Emergency Exit	N/A		Emergency exit not on an accessible route Directional sign to accessible emergency exit not provided	- -	Provide a directional sign indicating the location of the nearest emergency exit.	1	116	\$116
<b>Access to Goods and Services</b>												
<b>Means of Egress</b>												
6	Building Inspectors Office	1	4	Means of Egress	N/A		Tactile exit sign not provided	- -	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finish floor located on the latch side of the door.	1	116	\$116
<b>Interior Access Route</b>												
7	Hallway Outside Room 4	1		Interior Access Route	N/A		Obstructed by protruding objects	-	Provide a cane detectable warning under the shelf.	1	153	\$153
8	On Stairwell Down to Basement Floor	B		Interior Access Route	N/A		Obstructed by protruding objects	65"	Providing the 80" high vertical clearance minimum may be technically infeasible.  Consider adding signage that says, "low headroom" or, "low ceiling".	1	116	\$116





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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
<b>Doors, Doorways, &amp; Gates</b>												
9	Women's Toilet Room	1		Doors, Doorways, & Gates	Toilet Room		Maneuvering clearance(s) not provided	-	Provide an automatic door opener.	1	1530	\$1530
10	Women's Toilet Room Accessible Compartment	1		Doors, Doorways, & Gates	Toilet Room		Hardware not operable with a closed fist	-	Provide hardware that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist.	1	242	\$242
11	Treasurer's Offices		2B	Doors, Doorways, & Gates	Office		Hardware not operable with a closed fist	-	Provide hardware that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist.	1	242	\$242
<b>Stairways</b>												
12	Police Auxiliary Entrance	B		Stairways	Interior		Handrails do not extend 12" from stairs	-	Bottom: Ensure handrails extend to one tread depth beyond the last riser.	2	100	\$200
13	Stairs to Basement Floor	1		Stairways	Interior		Handrails do not extend 12" from stairs	-	Ensure handrails extend horizontally above the landing for 12" min. beginning above the first riser nosing.	2	100	\$200


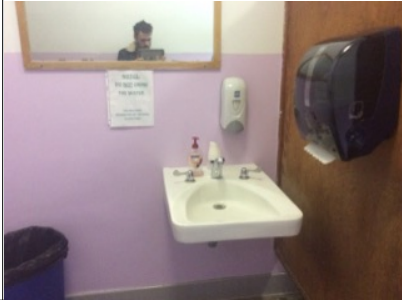



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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
<b>Signage</b>												
14	Copy Room	1	3	Signage	Designation		Not provided	-	Locate signage with raised characters and braille alongside the door on the latch side.	1	116	\$116
15	Treasurer's Office	1	2B	Signage	Designation		Not provided		Locate signage with raised characters and braille alongside the door on the latch side.	1	116	\$116
16	Building Inspector's Office	1	4	Signage	Designation		Raised characters not provided Raised characters < 48" or > 60" above ground Braille not provided	- - -	Provide text with raised characters duplicated in braille.  Mount signs so that the baseline of the lowest tactile character is 48" min. above finish floor and the baseline of the highest tactile character is 60" max. above finish floor.	1	116	\$116
17	Men's Toilet Room	1		Signage	Designation		Raised characters not provided Braille not provided	- -	Provide text with raised characters duplicated in braille.	1	116	\$116
18	Women's Toilet Room	1		Signage	Designation		Raised characters not provided Braille not provided	- -	Provide text with raised characters duplicated in braille.	1	116	\$116

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<b>Dining or Work Surfaces</b>												
19	Building Inspector's Office	1	4	Dining or Work Surfaces	Work Surface		Knee or toe clearance not provided	26"	Provide at least 1 work surface with 27" min. knee and toe clearance.	1	350	\$350
20	Selectman's Office	1	1	Dining or Work Surfaces	Work Surface		Knee or toe clearance not provided	24"	Provide at least 1 work surface with 27" min. knee and toe clearance.	1	350	\$350
21	Building Inspectors Office Printing Terminal	1	4	Dining or Work Surfaces	Work Surface		Knee or toe clearance not provided Top of dining/work surface < 28" or > 34"	24" 26"	Provide at least one work surface with top between 28"- 34" above the floor and 27" clear height underneath.	1	350	\$350
<b>Picnic Tables</b>												
22	Playground Along East Street	Ext.		Picnic Tables	N/A		Picnic table not on an accessible route	-	Ensure that the picnic table is connected to an accessible route and that there is a 48" wide accessible route around all sides of the table.  (Cost estimate for 350 square feet of stone dust).	1	1329	\$1329
<b>Toilet &amp; Bathing Rooms</b>												

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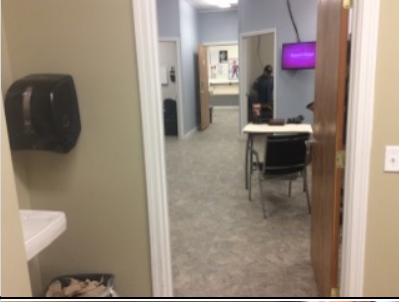

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<b>Lavatory</b>												
23	Men's Toilet Room	1		Lavatory	N/A		Plumbing underneath is exposed Mirror above lavatory w/reflective surface > 40"	- 54"	Insulate or otherwise configure pipes to prevent contact, for at least one lavatory. Lower mirror so that the bottom surface is at 40" max. above finish floor.	1	174	\$174
24	Women's Toilet Room	1		Lavatory	N/A		Plumbing underneath is exposed Mirror above lavatory w/reflective surface > 40"	- 54"	Insulate or otherwise configure pipes to prevent contact, for at least one lavatory. Lower mirror so that the bottom surface is at 40" max. above finish floor.	1	174	\$174
25	Police Toilet Room	B		Lavatory	N/A		Mirror above lavatory w/reflective surface > 40"	58"	Lower mirror so that the bottom surface is at 40" max. above finish floor.	1	128	\$128
<b>Toilet Compartment</b>												
26	Men's Toilet Room Accessible Compartment	1		Toilet Compartment	Accessible Compartment		Door has non-compliant hardware Door has malfunctioning self-closing hinge Side or rear grab bar < 33" or >36" high Flush control not on open side	- - 32" -	Provide hardware that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist. Repair the lock. Repair hinge. Locate grab bars between 33"- 36" above the finish floor. Provide the flush control on the open side of the toilet (transfer side).	1	Labor 315	\$315
27	Women's Toilet Room Accessible Compartment	1		Toilet Compartment	Accessible Compartment		Door has malfunctioning self-closing hinge		Repair hinge.	1	Labor	\$0



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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
28	Police Toilet Room	B		Toilet Compartment	Accessible Compartment		Flush control not on open side Clearance at toilet < 60" clear width Centerline < or > 18" (MAAB)	- 54" -	Provide the flush control on the open side of the toilet (transfer side). Toilet compartment width is not compliant but usable. Relocate toilet so the centerline is 18" from the side wall.	1	1601	\$1601
<b>Play and Sport Areas</b>												
<b>Play Areas</b>												
29	Playground Along East Street	Ext.		Play Areas	N/A		Accessible route not provided to ground level play components		Due to snow, IHCD could not ascertain the exact condition of the playground surface at the play structure. Ensure that playgrounds have an accessible route from the parking lot along East Street.  (Cost estimate is for an 50' long stone dust route from the parking lot.)	1	570	\$570
30	Playground Along East Street	Ext.		Play Areas	N/A		Surface not stable, firm, and slip-resistant	-	Engineered wood chips are no longer allowed as an accessible playground surface in MA. Repair surface and ensure that surface is firm, stable and slip-resistant (to areas under and around play components). (Cost estimate based on installation of 800 sq. ft. of rubberized surface underneath play components and 30' of stone dust connecting play components areas to each other).	1	11542	\$11542
<b>Best Practice</b>												
31	Front Entrance Library Drop-Off	Ext.							Consider relocating book drop-off area to improve circulation at the front entrance.	1		\$0

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32	Notice Board in Front Entrance	1							Consider lowering notices so that visible characters are 60" max. above the finished floor.	1		\$0
33	Town Offices (General)	1,B							Consider providing a public drinking fountain in the Police Station, Hilltown Food Pantry, and/or Town Offices to improve the usability of the space.	1		\$0
34	Vertical Circulation between Levels	Ext.							It may be technically infeasible to provide an accessible route between floors within the building. Consider providing exterior signage near the entrance to the Town Offices that directs users to the Hilltown Food Pantry and Police Station entrances at the rear of the building.	1		\$0