



## Town of Barnstable, Massachusetts

### PART C – Self-Evaluation Summary

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## Introduction

This ADA Self-Evaluation report includes a summary of the Town’s policies obtained by an on-line ADA questionnaire developed by the Institute for Human Centered Design (IHCD) and submitted by sixteen (16) Departments from the Town of Barnstable. This Self-Evaluation report also includes a summary of architectural barriers identified during accessibility surveys of 90 sites performed by IHCD teams between April – June 2021.

Together these findings are designed to help move the Town towards full compliance with its obligations under the Title II of the Americans with Disabilities Act (ADA) and/or the 521 CMR Massachusetts Architectural Access Board regulations.

For clarity, this ADA Self-Evaluation report is organized as follows:

- Legal Overview;
- Summary of the Evaluation of Policies in Programs, Services, and Activities;
- Summary of the Evaluation of Facilities.

## I. Legal Overview

The Town of Barnstable is obligated by both Federal laws and State codes concerning the rights of people with disabilities in the daily provision of programs, services, and activities. At the end of this report, there is a comprehensive list of relevant laws.

### **Federal Obligation: American with Disabilities Act (ADA)**

Based on the 1964 Civil Rights Act and expanding upon the obligations of the 1973 Rehabilitation Act, the 1990 ADA prohibits discrimination against people with disabilities. The ADA provides civil rights protections to individuals with disabilities similar to those afforded to individuals on the basis of race, color, sex, national origin, age, and religion. The cornerstone of Title II of the ADA, which applies to state and local governments, is clear: no qualified person with a disability may be excluded from participating in, or denied the benefits of, the programs, services, and activities provided by state and local governments because of a disability.

The 2008 Amendments to the ADA (ADAAA), signed into law on September 25, 2008, describes in more detail the range of conditions covered by the civil rights protections of the ADA. The amendments expand the definition of “disability” to include impairments that substantially limit a major life activity and states that when determining whether someone qualifies as having a disability, one cannot take into account assistive devices, auxiliary aids, accommodations, medical therapies and supplies. The amendments also address episodic disabilities that may go into remission but still can significantly limit a major life activity when active, such as epilepsy and post-traumatic stress disorder. The ADA defines a disability as<sup>1</sup>:

- A physical or mental impairment that substantially limits one or more major life activities (i.e. working, talking, hearing, seeing, caring for one's self);
- Having a record of a physical or mental impairment that substantially limits one or more major life activities;
- Being regarded by others as having an impairment such as individuals with severe facial scarring.

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<sup>1</sup> To learn more about qualified individuals with disabilities or to read the full text of the ADA, please visit <http://www.ada.gov>

It is important to stress that the primary obligation to public entities such as the Town of Barnstable, under Title II of the Americans with Disabilities Act, is to ensure that, when viewed in their entirety, the programs, services, and activities offered are equally available to people with disabilities. The Town is required to follow the 2010 ADA Standards for Accessible Design in new construction and alterations. The 2010 ADA Standards must also be used for corrective actions if existing conditions don't comply with the original ADA Accessibility Guidelines. Municipalities also must relocate programs or otherwise provide access to programs located in inaccessible older facilities (e.g. facilities built before the ADA went into effect January 26, 1992). Ensuring program access may require capital investment when there is no alternative solution and should be a priority for corrective action.

Note that the websites of Title II entities are also considered “*programs*” and should be accessible to the standards of the Web Content Accessibility Guidelines 2.0 AA. A review of the Town of Barnstable’s website will be provided as part of the scope of work of this contract.

Newly constructed or altered streets must contain curb ramps or other sloped areas at any intersection having curbs or other barriers to entry from a street level pedestrian walkway. In addition, newly constructed or altered street level pedestrian walkways must contain curb ramps or other sloped areas at intersections to streets, roads, or highways. An assessment of the Towns sidewalks will be provided as part of the scope of work.

The Town must **communicate effectively** with people who have hearing, vision, or speech disabilities. Barnstable is also required to make reasonable modifications to policies, practices, and procedures where necessary to ensure the equal participation of people with disabilities. Whatever is written or spoken must be as clear and understandable to people with hearing, vision, or speech disabilities as it is for people who do not have disabilities. In addition, the ADA requires the provision of “auxiliary aid and service” to meet their responsibility for effective communication. Auxiliary aid and service refer to readers, notetakers, sign language interpreters, assistive listening systems, open and closed captioning, text telephones (TTYs), videophones, information provided in large print, braille, audible, or electronic formats, and other tools for people who have communication disabilities.

Following the passage of the ADA, the Department of Justice issued the 1991 ADA Standards for Accessible Design to address physical access to facilities and transportation. These standards were based almost exclusively on the US Access Board’s guidelines (ADA Accessibility Guidelines – ADAAG). In 1994, slight technical amendments were made and in 2004, the US Access Board issued new guidelines that were promptly adopted by the US Department of Transportation and other federal agencies. But only in 2010 did the Department of Justice issue a revised and

updated ADA Standard called the 2010 ADA Standards for Accessible Design (2010 ADA Standards) that would apply to all Title II and Title III entities. These standards revised requirements for policies such as ticketing and service animals, and for physical elements such as assembly seating, established construction tolerances for certain elements and formalized long-standing guidelines for play areas, golf courses, recreational boating facilities, swimming pools, and other recreational facilities.

Facilities that meet or exceed the 1991 ADA Standards are not required to make changes to the new 2010 Standards except in the case of renovation. For elements that are non-compliant, the corrective measures must align with the 2010 ADA Standards. It is not expected that the buildings will meet or be brought up to all of the 2010 ADA Standards absent significant or total renovation. State and local governments must ensure that individuals with disabilities are not excluded from services, programs, and activities because buildings are inaccessible. This means Title II entities do not need to remove physical barriers, such as stairs, in all existing buildings, as long as they make their programs accessible to individuals who are unable to use an inaccessible existing facility.

#### Alterations to historic properties under the ADA

Alterations to historic properties must comply with the specific provisions governing historic properties in the 2010 ADA Standards, to the maximum extent feasible. Under those provisions, alterations should be done in full compliance with the alterations standards for other types of buildings. However, if following the usual standards would threaten or destroy the historic significance of a feature of the building, alternative solutions may be used. The decision to use alternative solutions for that feature must be made in consultation with the appropriate historic advisory board as designated in the 2010 ADA Standards (for Massachusetts, the Massachusetts Historical Commission), and interested persons should be invited to participate in the decision-making process.

Note that any corrective actions needed to ensure program accessibility would also have to comply with the requirements of the 2010 ADA Standards for historic facilities.

### **State Obligation:**

#### Massachusetts Constitutional Amendment - Article 114

The Massachusetts Constitution states:

*“No otherwise qualified handicapped individual shall, solely by reason of his handicap, be excluded from participation in, be denied the benefits of, or be subject to discrimination under any program or activity within the Commonwealth.”*

Article 114 is written broadly. It prohibits discrimination based on disability on any level within the state, not just for recipients of state or federal funds. For example, Town meetings must be held in an accessible location with sign language interpreters provided if needed, and the Town cannot refuse to do business with an individual based on the person's disability.

#### Massachusetts Architectural Access Board

The Architectural Access Board (AAB) is a regulatory agency whose mandate is to develop and enforce regulations designed to make public buildings accessible to, functional for and safe for use by persons with disabilities. See the Rules and Regulations of the Architectural Access Board 521 CMR. In addition to writing regulations, the Board decides on variance requests, provides training on its regulations, issues advisory opinions and makes decisions on complaints. Local building inspectors are responsible for enforcing the regulations which are a specialized section of the Massachusetts Building Code. See 780 CMR.

The construction, reconstruction, remodeling, alteration, or change of use of a building or facility that is open to the public triggers the authority of the Architectural Access Board. New construction must fully comply.

For renovation, remodeling, or alteration:

- The work being done must comply with the regulations.
- If the work done in any 36-month period is greater than \$100,000, the "work being performed" is required to comply. In addition, an accessible entrance and an accessible toilet room, telephone and drinking fountain (if toilets, telephones and drinking fountains are provided) shall also be provided.
- If the work done in a 36-month period is more than 30% of the "full and fair cash value" of the building<sup>2</sup>, the entire building must come into compliance.

Enforcement: Anyone can file a complaint with the Architectural Access Board. The Board has the authority to issue variances and/or impose fines of up to \$1000 per violation per day of noncompliance with its order.

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<sup>2</sup> This is usually the assessed value established by the city or town. See 521 C.M.R. § 5.38 for details about establishing value where no assessment exists.

## II. Summary of the Evaluation of Policies in Programs, Services and Activities

Title II of the Americans with Disabilities Act (ADA) prohibits discrimination against qualified individuals with disabilities by public entities. Activities covered include all services, programs and activities offered by the public entity, all aspects of employment, services carried out by contractors, all activities of the local legislative and judicial branches and public transportation. A thorough understanding of the requirements of Title II of the ADA is an essential responsibility of public entities.

Please note that a complete summary of the Town’s policies, practices and procedures is included in *Part B – Evaluation of Non – Discriminatory Policies and Practices in Programs, Services and Activities*.

The ADA administrative requirements help to ensure that the needs of people with disabilities are addressed in all services, programs and activities that the Town operates. A Title II entity is required to:

1. Designate a Responsible Employee (ADA Title II - 28 CFR Part 35.107 (a)) to coordinate compliance with the ADA. The purpose of having a responsible employee – ADA Coordinator - is to ensure that when the public deals with a state or local government agency, the public is able to identify a person who is knowledgeable with the requirements of the ADA.

The Town of Barnstable has met its obligation to designate a responsible employee by appointing William Cole, Human Resources Director as the Town’s ADA Coordinator.

2. Adopt and distribute a public Notice (ADA Title II - 28 CFR Part 35.106) of the provisions of the ADA to members of the public who may participate in the Town’s programs, services and activities. The effective notice should state the Town’s obligations under the ADA and include the complete contact information of the ADA Coordinator.

The Town of Barnstable does have an ADA Notice, which can be found on the Town’s website within the Human Resources webpage. However, while the Human Resources Department and the Council on Aging have posted the Town’s ADA Notice, multiple Town departments indicated “no” or “I don’t know” when asked if an ADA Notice was posted in the building.

The Town should take steps to clarify the posting of the Notice of Non-Discrimination policy to comply with the ADA Title II that states that public entities shall take initial steps to notify program/service participants, beneficiaries and employees of its obligations.

IHCD recommends distributing the Notice to all department heads, publishing the Notice in all the materials distributed by the Town, posting the Notice prominently on the Town’s website home page and posting copies in public locations in the Town’s buildings.

3. Develop and distribute Grievance Procedures (ADA Title II - 28 CFR Part 35.107 (b)) for prompt resolution of any complaint regarding disability discrimination.

The Town of Barnstable has a Grievance Procedure, which can be found on the Town’s website within the Human Resources webpage. Many survey respondents are aware that the Town had adopted a Grievance Procedure or know to contact William Cole in Human Resources regarding an ADA grievance. When asked if they had a Grievance Procedure, respondents indicated, *“we would refer those issues to the Human Resources Department”* or *“we would follow town or state guidance”* or *“we follow Town ADA policy”*. It is not clear if staff in all departments are aware of the process for meeting the requirement for grievance procedures. Some respondents indicated that their department didn’t have a Grievance Procedure or that it didn’t apply to their department.

IHCD recommends the Town take steps to distribute the Grievance Procedure to all department heads, and post copies of it in noticeable locations in each of the Town’s public buildings. Barnstable should also ensure the Town’s employees are aware of the Grievance Procedure process and can provide information to members of the public about the process when appropriate. Furthermore, the Town should add “ADA Coordinator” to Mr. Cole’s title within the Grievance Procedure form. Finally, provide an “Accessibility” tab on the Town’s website home page where there is access to the Grievance Procedure form and state the commitment to provide copies in accessible formats upon request.

4. Modify its Policies, Practices and Procedures (ADA Title II – 28 CFR Part 35.130(b)(7)) when necessary to avoid discrimination.

A public entity must make reasonable modifications in policies, practices, or procedures unless the modification would fundamentally alter the nature of the service, program, or activity. Within the ADA Notice, the Town of Barnstable does state a process for requesting reasonable modifications. However, only two (2) survey respondents indicated that their

departments have policies for the provision of reasonable modifications. There is no evidence that the Town was unable to provide a reasonable modification upon request.

IHCD recommends the Town takes additional steps to ensure Town employees are aware of the Town's process for requesting reasonable modification of policies and can provide information to members of the public about the process of requesting reasonable modification of policies when appropriate. Furthermore, add "ADA Coordinator" to Mr. Cole's title within the materials and publications that contain general information disseminated to staff and members of the public. Finally, provide an "Accessibility" tab on the Town's website home page providing access to the Modification to Policies and Procedures statement and state the commitment to provide copies in accessible formats upon request.

5. Provide Reasonable Accommodation (ADA Title II – 28 CFR Part 35.140(a)) to qualified employees with disabilities. This requirement may include modifying work schedules, job restructuring, and making facilities used by employees readily accessible to an employee with a disability, or moving the employee, if possible without compromising job responsibilities, to an accessible location.

There is no evidence that the Town has failed to provide reasonable accommodation to its employees. IHCD recommends that the Town of Barnstable becomes familiar with the excellent free national resources from the *Job Accommodation Network* (<https://askjan.org>).

6. Provide Auxiliary aids and services (ADA Title II – 28 CFR Part 35.160) to ensure effective communication with people with disabilities. This provision requires ADA Title II entities to take steps to ensure that communication with members of the public and employees with disabilities is as effective as communication with others. This requirement may include but is not limited to providing sign language interpreters, providing Computer-Assisted-Real-time-Translation (CART), written materials for persons who are deaf or have difficulty hearing, braille or large print information or information in digital format for people who are blind or have difficulty seeing.

Within the ADA Notice, the Town of Barnstable states a process for requesting auxiliary aids and services. And there is no evidence that the Town has failed to provide effective communication to people with disabilities upon request. One of the survey responses included, "When someone comes into our office, we do whatever is necessary to help the resident or visitor". It was also mentioned that the department "... may also consult the Barnstable Disability Commission to advise on ways to help us communicate based on the situation at hand. When in doubt, staff would consult their supervisor or Human Resources."

IHCD recommends distributing the Effective Communication Notice to all department heads; publish it in a local newspaper of general circulation serving the Town; in all materials regarding the Town’s programs, services or activities and on the Town’s website home page through an “Accessibility” tab. Copies should also be posted in prominent locations in the Town’s public buildings. The website, which is one of the key ways that the Town communicates with members of the public and Town employees, should be considered a “program” of the Town and therefore be made accessible. (See Web Accessibility Report).

### III. Summary of the Evaluation of Facilities

The list of properties included in the RFP included primary assets, secondary assets, beaches, parks and playgrounds facilities. In addition, municipal parking lots were also included in the list of facilities to survey. The analysis of existing conditions that encompasses the body of this evaluation is based on observations and documentation completed by IHCD team during site visits.

For purposes of this report, facilities that were in close proximity of each other were combined into one report. For instance, the bathhouses that were listed under the primary assets, were combined with the facilities that were listed under the beach category.

<b>Primary Assets</b>		
Bismore Park (Artist Shanties, Harbor Master’s Office and Welcome Center, parking lot and bathhouse)	Department of Public Works (DPW)	Olde Barnstable Fairgrounds Golf Course
Artist Shanties at Harbor Overlook (Hyannis Overlook)	Guyer Art Barn	Osterville Community Center
Barnstable Adult Community Center	Hinckley Licensing Center	Police Department
Cape Cod Gateway Airport Terminal	Hyannis Golf Course	School Administration Building
Cape Cod Maritime Museum	Hyannis Youth and Community Center	Structures and Grounds office
Centerville Recreation Building	John F. Kennedy Museum	Town Hall
Comfort Station - 230 South Street	Landfill Office	US Custom House Museum (US Custom House Carriage Shed)
Comfort Station - 249 North Street	Marine and Environmental Affairs	Water Office
Comfort Station - 329 Millway Road	McKeon Park (field, press box, dugouts and bleachers)	West Barnstable Community Building

Comfort Station - 110 Freezer Road	Old Selectmen’s Building	WPC Septage
Loop Bathhouse		

<b>Secondary Assets</b>		
Band Shell	Meetinghouse Farm Barn	US Custom House Old Jail
Creative Arts 2	Office, Greenhouse and Garage	West Barnstable Train Station (Lombard Trust Parking Lot)
Joshua’s Pond and Bathhouse	Sandy Neck Gatehouse	Wequaquet Lake Beach and Bathhouse
Lombard Field	Sea Street Bathhouse and Beach	

<b>Beaches, Parks and Playgrounds</b>		
Asselton Park	Dowses Beach and Bathhouse	Lowell Park (Comfort Station, Dugouts Grandstands and Field House Press Box)
Barnstable Dog Park	Gateway Marina	Luke’s Love Playground
Barnstable Harbor Marina	Hamblin Pond and Bathhouse	Millway Beach
Bay Lane Ballfields	Hathaway’s Pond	Prince Cove Marina (Marina Office Shop)
Centerville Playground and Field	Hyannis Village Green	Sandy Neck Beach and Bathhouse
Covell’s Beach and Bathhouse	John F. Kennedy (JFK) and Korean War Memorials	Hollows Playground and Fields
Craigville Beach and Bathhouse	Kalmus Beach and Bathhouse	Veterans Beach, Playground and Bathhouse

<b>Municipal Parking Lots</b>		
200 Main Street Parking Lot	North Street Parking Lot – west	Red Cross Parking Lot
North Street Parking Lot – East (three parking lots)	Ocean Street Parking Lot	Town Hall Parking Lot

**Building Facilities Overview**

Under Title II of the ADA, the Town of Barnstable must make sure that *“No qualified individual with a disability shall, because a public entity’s facilities are inaccessible to or unusable by individuals with disabilities, be excluded from participation in, or be denied the benefits of the*

*services, programs, or activities of a public entity, or be subjected to discrimination by any public entity” [28 CFR Part 35.149].*

A public entity may not deny the benefits of its programs, services and activities to individuals with disabilities because its facilities are inaccessible. This means that each program, service and activity of the Town, when viewed in its entirety, must be readily accessible to and usable by individuals with disabilities.” This requirement is known as Program Accessibility [28 CFR Part 35.150].

The program accessibility requirement does not necessarily require the Town to make each existing facility accessible or to take any action that would threaten or destroy the historic significance of a historic property. Or require a public entity to take any action that it can demonstrate would result in a fundamental alteration in the nature of the program or in an undue financial and administrative burden.

The Town may comply with the requirements through such means as redesign or acquisition of equipment, reassignment of services to accessible buildings, delivery of services at alternate accessible sites, alteration of existing facilities and construction of new facilities, or any other methods that result in making the Town’s services, programs or activities readily accessible to and usable by individuals with disabilities. A public entity is not required to make structural changes in existing facilities where other methods are effective in achieving compliance with this section. In choosing among available methods for meeting the requirements of this section, a public entity shall give priority to those methods that offer services, programs, and activities to qualified individuals with disabilities in the most integrated setting appropriate.

### **Outdoor Facilities Overview**

The program accessibility obligation does not typically require that every outdoor area be made accessible. As noted before, “when viewed in its entirety” applies to programs for which there are multiple locations for comparable programs. Usually, a public entity determines which method it will use for meeting its program accessibility obligations. When structural changes are made to existing facilities, the changes must comply with the 2010 ADA Standards for Accessible Design. When choosing to purchase equipment or to make structural changes, the public entity should factor financial resources required to maintain program accessibility.

Over time, the Town will need to reassess its compliance with program accessibility, and it may become necessary to acquire new accessible equipment or make structural modifications

To determine which outdoor areas must be made accessible, the Town should consider:

- How to provide the program in the most integrated setting appropriate;
- Locations where the activities are offered;
- Which outdoor areas are accessible and to what extent;
- Level of dispersion of the accessible outdoor areas (playgrounds, baseball fields, beaches, etc.,) and convenience to reach them (accessible by car or pedestrian routes).

It is important to note that those elements in existing facilities that are subject to supplemental requirements of the 2010 ADA Standards (*e.g.* elements for which there are neither technical nor scoping specifications in the 1991 Standards) such as (C) *Recreational boating facilities*; (D) *Exercise machines and equipment*; (E) *Fishing piers and platforms*; (H) *Play areas*; (J) *Swimming pools, wading pools, and spas*; and (L) *Miscellaneous - (1) Team or player seating and Accessible route in court sports facilities*, need to be brought into compliance.<sup>3</sup>

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<sup>3</sup> As described in 28 CFR 35.150(b)(2)(i) Title II ADA Regulations

## Primary Assets

### Bismore Park

(Included are the following locations: Artist Shanties, Harbor Master's Office and Welcome Center, parking area and bathhouse).

- Renovate and provide compliant curb ramps.
- Renovate toilet rooms.
- Renovate parking lot.
- Renovate ramps at Ocean Street.
- Provide accessible picnic tables (with knee and toe clearance).
- Provide an accessible service counter (Welcome Center)
- Provide compliant designation signage (with raised characters and braille). Locate designation signs on the lath side of the door.

### Artist Shanties at Harbor Overlook

(Included is the following location: Hyannis Overlook).

- Correct and repair the excessive change in level (paths leading to the shanties).
- Provide accessible entrances to all the shanties.
- Provide an accessible picnic table (with knee and toe clearance).
- Locate wayside on an accessible route (near the sundial).

### Barnstable Adult Community Center

- Provide two (2) automatic door openers (multi-purpose rooms A and B).
- Provide assistive listening systems (activity rooms A and B and multi-purpose rooms A and B).
- Provide compliant designation and egress signage (with raised characters and braille).
- Provide directional signage.
- Provide accessible work surfaces (with knee and toe clearance).
- Provide accessible dining/ picnic tables (with knee and toe clearance).
- Renovate toilet rooms.
- Provide a drinking fountain for standing users (1<sup>st</sup> floor).
- Provide an accessible service counter.
- Provide identification signs at each accessible parking space.

### Cape Cod Gateway Airport Terminal

- Provide egress signage (with raised characters and braille).
- Provide illuminated exit signs with the International Symbol of Accessibility (ISA).
- Provide cane-detectable barriers (at drinking fountains, TV monitors, etc.).

### Cape Cod Maritime Museum

- Provide an automatic door opener (northeast entrance).
- Provide a van accessible parking space (south parking lot).
- Renovate single-user toilet room.
- Provide compliant designation and egress signage (with raised characters and braille).
- Provide directional signage
- Provide compliant doors (hardware and thresholds).
- Provide an accessible picnic table (with knee and toe clearance).
- Provide an accessible work surface (with knee and toe clearance).
- Provide an accessible sink (boat workshop room).

### Centerville Recreation Building

- Renovate and provide exterior accessible routes.
- Renovate toilet rooms.
- Renovate and provide compliant signage.
- Provide an assistive listening system (summer activities room).
- Provide compliant handrails (exterior and interior stairs).
- Provide compliant door thresholds.

### Comfort Station - 230 South Street

- Provide edge protection at the ramp leading to the toilet rooms.
- Provide an automatic door opener (men's toilet room).
- Renovate toilet rooms.
- Provide compliant designation signage (with raised characters and braille). Ensure designation signs are located on the latch side of the door.

### Comfort Station - 249 North Street

- Provide edge protection at the ramp leading to the toilet rooms.
- Renovate cross slope and change in level at the path near the toilet rooms
- Provide a curb ramp.
- Provide compliant designation signs (with raised characters and braille). Ensure designation signs are located on the latch side of the door.

### Comfort Station - 329 Millway Road

- Renovate toilet rooms.
- Provide a compliant accessible parking space.

- Provide compliant designation signage (with raised characters and braille).
- Provide a directional sign at the inaccessible toilet rooms to the accessible single-user toilet room.

#### Comfort Station - 110 Freezer Road

- Renovate exterior accessible routes.
- Provide compliant accessible parking spaces with identification signs. Ensure the van accessible space has the designation “Van Accessible”.
- Renovate toilet rooms.
- Renovate showers.
- Provide compliant designation signage (with raised characters and braille).
- Provide compliant door hardware.

#### Department of Public Works (DPW)

- Mount identification signs at accessible parking spaces 60” min. above the ground.
- Provide compliant egress tactile signage (with raised characters and braille).
- Provide an automatic door opener (main entrance).

#### Guyer Art Barn

- Provide a compliant accessible route.
- Provide a compliant picnic table.
- Provide a compliant accessible single-user toilet room.
- Provide compliant egress and designation tactile signage (with raised characters and braille).
- Provide compliant door hardware.

#### Hinckley Licensing Center

- Provide a compliant exterior ramp (with compliant landing and edge protection).
- Renovate toilet rooms.
- Provide an accessible work surface (with knee and toe clearance).
- Provide a cane-detectable barrier (service counters and defibrillator)
- Provide tactile egress signage (with raised characters and braille).
- Locate designation signs on the latch side of the door.

#### Hyannis Golf Course

- Provide and renovate exterior accessible routes.
- Provide and renovate accessible parking spaces.

- Renovate doors (hardware and thresholds).
- Provide compliant portable toilets.
- Renovate toilet rooms and showers.
- Provide an assistive listening system (club house dining area).
- Provide compliant directional signs.
- Provide compliant designation and egress signs (with raised characters and braille).
- Provide accessible service counters.

#### Hyannis Youth and Community Center

- Renovate toilet rooms and locker rooms.
- Provide assistive listening systems (Kennedy Ice Rink and conference room).
- Provide accessible service counters.
- Provide drinking fountain for standing users.
- Provide compliant designation and egress signage (with raised characters and braille).
- Provide directional signage at the inaccessible exits to the accessible exits.
- Provide or renovate handrails at interior and exterior stairs.
- Provide an accessible work surface (with knee clearance - teen center).
- Provide a cane-detectable barrier under TV monitor, etc.

#### John F. Kennedy Museum

- Provide a compliant directional sign
- Provide tactile egress signage (with raised characters and braille).
- Provide an assistive listening system (orientation theater).
- Provide an accessible service counter.
- Provide an accessible work surface (with knee and toe clearance).
- Provide compliant door hardware.
- Provide an accessible picnic table (with knee and toe clearance).

#### Landfill Office

- Renovate excessive change in level (walkway leading to the main entrance).
- Provide tactile egress signs (with raised characters and braille).
- Ensure designation sign has the required minimum clear floor space at the sign (toilet room).

#### Marine and Environmental Affairs

- Renovate toilet rooms.
- Provide three (3) automatic door openers.

- Provide a compliant accessible parking space.
- Provide accessible service counters (reception counters and exterior counter).
- Provide compliant designation and egress signage (with raised characters and braille).
- Provide compliant door hardware.
- Provide a cane-detectable barrier under AED box.

### McKeon Park

(Included are the following locations: field, press box, dugouts and bleachers.)

It is not feasible to provide an accessible route from the site arrival points in the parking area to the baseball field level of McKeon Park.

- Renovate and provide exterior accessible routes (from the parking area to the existing accessible seating platform).
- Renovate stairs (behind home plate).
- Provide a van accessible parking space (unpaved portion of the parking lot).
- Provide compliant accessible door hardware.

### Olde Barnstable Fairgrounds Golf Course

- Renovate and provide exterior accessible routes.
- Renovate and provide accessible parking spaces.
- Provide two (2) compliant accessible portable toilets.
- Renovate toilet rooms.
- Provide compliant ramps.
- Provide compliant exterior stairway handrails.
- Provide a drinking fountain for a seated user.
- Provide compliant designation and egress signage (with raised characters and braille).
- Provide directional signage.
- Provide an accessible service counter (snack shop).
- Provide an accessible dining surface (with knee and toe clearance).

### Old Selectmen's Building

- Provide an accessible route to the building (ramp).
- Provide an accessible single-user toilet room.
- Provide a compliant accessible portable toilet.

### Osterville Community Center

IHCD team was told that the Town wants to demolish the building and rebuild a new Community Center within the next year or two. Plans for the new facility have been drafted, and the project

is in the process of receiving funding for construction. IHCD recommends the following improvements at the exterior amenities:

- Provide an impact-attenuating accessible surface to, under and around the play elements in the playground (poured-in-place rubber).
- Provide an accessible route that connects all the exterior amenities.

#### Police Department

- Provide a curb ramp (by the swearing-in area).
- Provide compliant designation, and egress signage (with raised characters and braille).
- Provide compliant directional signage.
- Provide an accessible single-user toilet room (interview dispatch room).
- Renovate toilet rooms.
- Provide an assistive listening system (training room).
- Provide a Hi-Lo drinking fountain (booking room).
- Provide an accessible service counter.
- Provide compliant handrails at the interior stairs (1<sup>st</sup> floor near the training room).
- Provide a cane-detectable barrier at the stairs (1<sup>st</sup> floor).
- Provide an accessible sink with knee clearance and compliant faucets (booking room).

#### School Administration Building

- Renovate toilet rooms
- Renovate and provide stair railings.
- Provide compliant tactile egress and designation signage (with raised characters and braille).
- Provide directional signage.
- Provide two (2) drinking fountains for seated users and one (1) drinking fountain for standing users.
- Provide a cane-detectable barrier under elements such as defibrillators that protrude into the circulation paths.
- Provide an accessible service counter (reception and at administrative services – 3<sup>rd</sup> floor)
- Provide compliant door hardware.

#### Structures and Grounds office

- Renovate main entrance door.
- Renovate toilet rooms.
- Provide a tactile egress sign (with raised characters and braille).
- Provide an accessible service counter.

### Town Hall

A study is needed to determine the feasibility of providing a compliant elevator that connects all floors at the Town Hall.

- Renovate and provide compliant walkway (near the parking lot - west side).
- Provide accessible service counters (Collector of Taxes, Town Manager and Town Council Office).
- Provide compliant designation and egress signage (with raised characters and braille).
- Provide directional signage at the inaccessible exits to the accessible exits.
- Renovate toilet rooms.
- Provide an accessible work surface (with knee and toe clearance - Planning & Development).
- Provide compliant thresholds.

### US Custom House Museum

(Included is the following location: US Custom House Carriage Shed)

- Renovate ramp.
- Renovate single-user toilet room.
- Provide an accessible picnic table on an accessible route.
- Provide compliant designation signage (with raised characters and braille).
- Provide directional signage at the inaccessible entrance to the accessible entrance.
- Provide a cane-detectable barrier under the ladder (staircase).
- Provide a compliant accessible parking space. Ensure surface is stable, firm and slip resistance.

### Water Office

- Provide a van accessible parking space.
- Provide an accessible service counter.
- Provide tactile egress signage (with raised characters and braille).

### West Barnstable Community Building

- Renovate exterior accessible routes.
- Renovate toilet rooms.
- Provide two (2) automatic door openers (basement entrance and at the small community room entrance).
- Renovate and provide compliant stair handrails.
- Renovate and provide compliant designation, directional and egress signs (with raised characters and braille).

### WPC Septage

A study is needed to determine the feasibility of providing an accessible route and an accessible entrance to the building.

- Provide a tactile egress sign (with raised characters and braille).
- Provide an accessible service counter.

### Loop Bathhouse and Beach

- Renovate toilet rooms.
- Provide a compliant accessible portable toilet.
- Provide drinking fountains for standing and seated users.
- Renovate ramp that leads to the beach access.
- Provide an accessible route that extends to the high tide level area (beach mat).
- Provide compliant identification signs (parking lot).
- Provide compliant designation signage (with raised characters and braille).

## **Secondary Assets**

### Band Shell

- Renovate and provide exterior accessible route.
- Renovate ramp (compliant handrails and edge protection).

### Creative Arts 2

- Renovate and provide exterior accessible routes.
- Renovate the single-user toilet room.
- Renovate egress door (north side).
- Provide an automatic door opener (main entrance).
- Provide tactile egress signs (with raised characters and braille).
- Provide a cane-detectable barrier under the wall cabinet (Creative Arts room #3).

### Joshua's Pond and Bathhouse

- Provide compliant designation signage (with raised characters and braille).
- Renovate toilet rooms.
- Provide a compliant outdoor rinsing shower.

### Lombard Field

- Provide accessible seating at bleachers.

- Provide accessible spaces at team seating.

#### Meetinghouse Farm Barn

- Renovate and provide exterior accessible routes.
- Provide a ramp to the second-floor entry door.
- Provide a van accessible parking space.
- Provide a compliant door threshold (egress door from the 2<sup>nd</sup> floor).
- Provide handrails on both sides of the staircase (staircase to the 2<sup>nd</sup> floor).

#### Office, Greenhouse and Garage

- Renovate single-user toilet room.
- Renovate doors (clear width and hardware).
- Provide a ramp (main entrance).
- Provide a tactile egress sign (with raised characters and braille).
- Provide a directional sign at the inaccessible egress door to the accessible egress.

#### Sandy Neck Gatehouse

- Renovate parking lot.
- Renovate and provide a compliant exterior ramp.
- Renovate toilet rooms.

#### Sea Street Bathhouse and Keyes Memorial Beach

- Renovate ramps (route to toilet rooms).
- Provide an accessible route to the beach and volleyball area (beach mats).
- Renovate toilet and changing rooms.
- Provide a compliant outdoor rinsing shower.
- Provide a compliant accessible portable toilet.
- Provide an accessible service counter (east side).
- Provide a designation signage (with raised characters and braille - women's toilet room).
- Provide accessible picnic tables.

#### US Custom House Old Jail

- Provide a compliant ramp (handrails, landing and edge protection).
- Provide a van accessible parking space.
- Provide a directional sign at the inaccessible entrance to the accessible entrance.

### West Barnstable Train Station

(Included is the following location: Lombard Trust Parking Lot).

- Provide compliant designation and egress signage (with raised characters and braille).
- Provide directional signage at the inaccessible exists to the accessible exits.
- Provide an assistive listening system (main lobby).
- Provide a complaint van accessible parking space.
- Provide a cane-detectable barrier under the ticket counter.
- If the toilet rooms are used by members of the public, provide an accessible single-user toilet room.

### Wequaquet Lake Beach and Bathhouse

- Provide compliant handrails.
- Provide an accessible route to the recreation water level (beach mat).
- Renovate toilet rooms.
- Provide compliant designation signage (with raised characters and braille).
- Provide a compliant accessible portable toilet.
- Provide accessible picnic tables (with knee and toe clearance).

## **Beaches, Parks and Playgrounds**

### Asselton Park

- Renovate and provide compliant accessible exterior access routes
- Renovate and provide compliant curb ramps.
- Locate benches on an accessible route.

### Barnstable Dog Park

- Renovate exterior access routes.
- Provide drinking fountains for standing users.
- Provide clear floor space at drinking fountains for seated users.

### Barnstable Harbor Marina

Because of the major accessibility issues at this marina such as lack of an accessible route at the boat slips and lack of compliant gangways, IHCD recommends that the Prince Cove Marina be made accessible in order to provide program accessibility.

- Provide an accessible picnic table (with knee and toe clearance – ramp #5)

### Bay Lane Ballfields

- Provide a van accessible parking space at each parking lot.
- Provide accessible routes to the boundary of sport activity, between areas of sport activity to team practice and team seating areas, and to the tennis court.
- Provide new accessible team seating at the fields.
- Provide a compliant accessible portable toilet.

### Centerville Playground and Field

- Provide an accessible route to all play components within the playground (poured-in-place rubber).
- Provide an accessible route to and around the playground.
- Provide an accessible route to play components and benches in the playground.
- Provide a compliant portable accessible toilet.

### Covell’s Beach and Bathhouse

- Provide an accessible route that extends to the high tide level and the volleyball area (beach mats).
- Repair the wooden walkway that leads to the beach.
- Provide a compliant accessible route to the toilet rooms and outdoor rinsing shower.
- Renovate toilet rooms.
- Renovate outdoor rinsing shower.
- Provide compliant designation signage (with raised characters and braille).
- Provide an accessible picnic table (with knee and toe clearance).

### Craigville Beach and Bathhouse

- Provide an accessible route that extends to the high tide level and to beach amenities (beach mats).
- Renovate changing room.
- Renovate toilet rooms.
- Renovate outdoor rinsing shower.
- Provide compliant designation signage (with raised characters and braille – changing room).

### Dowses Beach

- Renovate and provide compliant ramps.
- Renovate and provide compliant exterior accessible routes.
- Provide an accessible route that extends to the high tide level (beach mats).

- Renovate toilet rooms.
- Provide a compliant accessible portable toilet.
- Widen the entry door at the bathhouse.
- Renovate outdoor rinsing shower.
- Provide handrails with a compliant cross section.
- Provide an accessible picnic table (with knee and toe clearance).

#### Gateway Marina

Because of the major accessibility issues at this marina, including providing compliant gangways, IHCD recommends that Prince Cove Marina be made accessible in order to provide program accessibility.

- Renovate and provide compliant accessible routes.
- Provide a van accessible parking space.

#### Hamblin Pond and Bathhouse

- Provide an accessible route that connects all amenities at the pond.
- Provide an accessible route to the recreation water level at the pond (beach mat).
- Provide an accessible picnic table (with knee and toe clearance).
- Provide a van accessible parking space.
- Provide compliant designation signage (with raised characters and braille).

#### Hathaway's Pond

- Provide a beach access route to the recreation water level at the pond and to a picnic table on the beach near the pond.
- Provide exterior access routes to pond amenities (picnic tables and cooking grills).
- Renovate and provide a compliant exterior ramp (toilet rooms).
- Renovate toilet rooms.
- Provide accessible picnic tables (with knee and toe clearance).
- Provide a van accessible parking space.

#### Hyannis Village Green

Renovate exterior accessible routes.

#### John F. Kennedy (JFK) and Korean War Memorials

- Repair cross slopes (path to the Korean War Memorial).
- Provide a drinking fountain for seated users.
- Provide a compliant landing at the hat shop.

### Kalmus Beach and Bathhouse

- Provide an accessible route that extends to the high tide level (beach mat).
- Repair the wooden walkway that leads to the beach.
- Renovate exterior ramps.
- Renovate toilet rooms.
- Provide accessible changing rooms.
- Renovate outdoor rinsing showers.
- Provide a compliant accessible portable toilet.
- Provide accessible picnic tables (with knee and toe clearance).
- Provide tactile egress signs (with raised characters and braille).
- Provide accessible service counters (snack bar and ice cream counters).

### Lowell Park

(Included are the following locations: Comfort station, dugouts, grandstands and Field House Press Box).

- Provide accessible routes to the boundary of sport activity and between areas of sport activity.
- Provide an accessible route to team practice and team seating areas.
- Renovate ramp at bleachers.
- Renovate toilet rooms.
- Provide accessible picnic tables (with knee and toe clearance).
- Provide compliant designation signage (with raised characters and braille).
- Provide a drinking fountain for standing users.
- Provide accessible concession stand service counters.
- Provide a cane-detectable barrier so handrails do not protrude into the circulation path.

### Luke's Love Playground

- Provide compliant hardware at the gate to the entrance to the playground.

### Millway Beach

Millway Beach is not accessible. The topography of the beach prevents the possibility of having an accessible route.

### Prince Cove Marina

(Included is the following location: Marina Office Shop)

- Renovate exterior routes, gangway, and pier.
- Renovate and provide an accessible single-user toilet room.
- Provide a ramp (single-user toilet room).

- Provide an accessible picnic table (with knee and toe clearance).
- Provide a cane-detectable barrier under the fire extinguisher, drop-off box, etc.
- Provide a van accessible designation sign.

#### Sandy Neck Beach and Bathhouse

- Renovate and provide compliant accessible routes.
- Provide a beach access route to the volleyball area (beach mat).
- Renovate toilet rooms.
- Provide a compliant accessible portable toilet.
- Provide accessible picnic tables (with knee and toe clearance).
- Renovate parking lot.
- Provide an accessible lavatory at the first aid room.
- Renovate drinking fountain for seated user and provide drinking fountain for standing users.
- Provide directional signage to beach access points.
- Provide an accessible picnic table (with knee and toe clearance).

#### Hollows Playground and Fields

- Provide an accessible route to the baseball field.
- Provide an accessible route to play components (poured-in-place rubber).
- Provide an accessible route to and around the playground.
- Provide an accessible picnic table (with knee and toe clearance).

#### Veterans Beach, Playground and Bathhouse

- Renovate and provide compliant exterior accessible routes.
- Renovate and provide curb ramps (5).
- Provide accessible routes that extend to the high tide level (beach mats).
- Provide an accessible route around the playground.
- Provide an impact-attenuating accessible surface to, under and around the play elements in the playground (poured-in-place rubber).
- Renovate toilet rooms.
- Provide an accessible picnic table (with knee and toe clearance).
- Provide compliant designation signage (with raised characters and braille).

## Municipal Parking Lots

### 200 Main Street Parking Lot

- Restripe parking lot to ensure ground surface is maintained in operable working condition and to prevent accumulation of water.

### The North Street Parking Lot – East

(include three (3) parking lots)

- Provide three (3) car accessible parking spaces and two (2) van accessible parking spaces.
- Restripe parking lot to ensure ground surface is maintained in operable working condition and to prevent accumulation of water.

### North Street Parking Lot – West

- Ensure the accessible parking spaces are maintained in operable working condition and prevent accumulation of water.
- Mount identification signs at least at the minimum height required (spaces near the Hospice Education Network).
- Ensure identification signs have the International Symbol of Accessibility (ISA).
- Provide a compliant access aisle (Spaces near the Comfort Station). Ensure the identification sign at the van accessible space has the designation “Van Accessible” (Spaces near the Comfort Station).

### Ocean Street Parking Lot

- Provide a van accessible designation sign at the van accessible parking space.

### Red Cross Parking Lot

- Given that the parking lot contains the required number of accessible spaces, there are no accessibility issues in this parking lot.

### Town Hall Parking Lot

- Renovate and provide compliant cross slope at the access aisle of the parking space (accessible parking space near the JFK Museum).
- Add the designation “Van Accessible” to the signs located at the van accessible spaces.
- Provide a compliant access aisle at the van accessible space (accessible parking space near the Library).

## **Reference List:**

### **Federal Laws:**

- Americans with Disabilities Act (ADA)
- 2010 ADA Standards for Accessible Design

### **State Law:**

- 521 CMR Massachusetts Architectural Access Board – Rules and Regulations

### **Guidance:**

- ADA Action Guide for State and Local Governments: <https://www.adaactionguide.org>
- ADA Checklist for Existing Facilities: <https://www.adachecklist.org>
- Outdoor Developed Areas: A Summary of Accessibility Standards for Federal Outdoor Developed Areas: <https://www.access-board.gov/attachments/article/1637/outdoor-guide.pdf>
- Guide to the ADA Standards: <https://www.access-board.gov/guidelines-and-standards/buildings-and-sites/about-the-ada-standards/guide-to-the-ada-standards/animations>