

**CITY OF GOSHEN
ADA TRANSITION PLAN UPDATE**

ADA - SUMMARY

The City of Goshen's Transition Plan is an assessment of the City's facilities to determine if there are barriers for persons with disabilities. The role for the City was to identify which City owned locations are open to the public, evaluate those facilities and identify any barriers that exist. The facilities include City buildings and public parking lots.

The City of Goshen's field evaluation team members evaluated each facility under the requirements of the 2010 ADA standards. The City of Goshen has now completed its updated Plan and included a prioritization schedule based upon its self-inventory with target dates and dedicated budgets per department (attached ADA Action Plans). If the City of Goshen determines that it should add or remove items from the self-evaluation inventory, the City of Goshen will update or correct the Transition Plan as needed and in accordance with the ADA. The Title VI/ADA Coordinator and ADA Team will monitor the City's active public facilities and major program areas through annual reviews to ensure satisfactory progress in accordance with this Transaction Plan/Action Plan.

It is the goal of the City of Goshen to make all services, programs and activities offered within City buildings fully accessible in a reasonable amount of time. This will be largely dependent on a number of economic factors and future changes to the ADA Accessibility Guidelines or other unforeseen requirements that would necessitate additional improvements to City buildings.

One of the highlights for 2019 included Goshen Parks securing funding for the first all-inclusive playground. The playground was constructed in Hay Park and finished in the fall of 2019. This strong commitment to the community regarding Universal Design, Accessibility and All-Inclusive Play will help to distinguish Goshen's park system within the region.

Going forward, the City of Goshen's ADA Team will continue to concentrate and determine what outstanding barriers remain from our original ADA Transition Plan. Some of the areas the City will be concentrating on are the services, programs and activities offered by the City, including but not limited to the assessment of the City's website accessibility and effective communication.

Attached are the Action Plans for each Department within the City. Each Action Plan lists the issues, solutions, target date, person responsible and an estimated cost for the updates.

The ADA Team (Field Evaluation Team) consists of the following members:

- ADA Coordinator/Title VI Coordinator
- Public Works Director
- Administrative City Engineer
- Facility Maintenance Manager

CONCLUSION

The ultimate conclusion to the Transition Plan process is the elimination of the barriers listed in the updated Transition Plan. The City will continue to engage the community and gather input from people with disabilities. The Transition Plan will continue to be a “living” document and will be updated periodically until all barriers are removed. This document will be available to the public on the City’s website.

Please note: The City of Goshen is submitting their updated Transition Plan using this format. If there is a preferred format that you require, please advise.

Action Plan

This is one municipality's Action Plan. An Action Plan is not required but is a helpful planning tool. To create your own use the ADA Action Plan form.

Public Entity City of Goshen – Airport Bldg. Date August 8, 2019

Contact Person ADA Coordinator – Dorene Stahl

Email dorenestahl@goshencity.com Phone 574-534-8475

Issues	Solutions	Target Date	Person Responsible	Comments
1. Approach & Entrance – Parking: Not an adequate number of accessible spaces provided	a. Reconfigure by repainting lines	04/01/2020	Randy Sharkey Airport Maintenance – Street Dept.	If constructed before 3/15/12, parking is compliant if at least 1 of every 8 accessible spaces is van accessible. Note: We need the weather to improve to paint the markings. \$200.00
2. Accessible spaces for one van accessible space.	a. Reconfigure by repainting the lines. Make one space 11 feet x 5 feet by entrance for van-accessible.	04/01/2020	Airport Maintenance – Street Dept.	\$200.00
3. Signs	a. Install signs – bottom of the sign has to be at least 60 inches above the ground.	04/01/2020	Airport Maintenance/Street Department	\$150.00

Issues	Solutions	Target Date	Person Responsible	Comments
	Signs need to read "Van Accessible".			
4. Entrance	a. Install Sign at accessible entrance with the International Symbol of Accessibility	04/01/2020	Airport Maintenance/Street Department	\$150.00
5. Access to Goods & Services – Interior spaces where signs provide direction to or information about spaces – text characters do not contrast with background or mounted correctly. Objects on circulation paths through public areas, drinking fountain, should not protrude more than 4 inches, if object protrudes more than 4 inches the bottom leading edge needs to be 27 inches or lower above the floor.	a. Install signs with contrasting characters. b. Change sign height – at least 40 inches above the floor. c. Object protrudes 5 inches into the path and is 30 inches at the bottom leading edge or above the floor.	04/01/2020	Airport Maintenance/Street Dept.	Table 21 inches – goes all the way to floor. \$200.00
6. Seating – Assembly Areas- Not adequate number of wheelchair spaces provided	a. Reconfigure to add wheelchair spaces. b. Reconfigure conference room to disperse wheelchair spaces	12/31/2019	Airport Maintenance	Conference room open – no fixed seating. NO CHARGE
7. Seating: dining surfaces – seating and standing spaces not accessible for people with wheelchairs.	a. Alter to provide accessible spaces	12/31/2019	Airport Maintenance	NO CHARGE

Issues	Solutions	Target Date	Person Responsible	Comments
8. One space at 36" wide x 48" long for wheelchair.	a. Move furniture and equipment to provide space.	12/31/2019	Airport Maintenance	NO CHARGE
9. Accessible portion of counter does not extend the same depth as the counter top. Forward approach: clear floor space does not comply	a. Alter accessible portion – no accessible portion b. Forward approach reconfigure to provide knee clearance c. Lower section of counter	01/01/2024	Airport Maintenance	Portion of at least one of each type of counter that is no higher than 36 inches above the floor. Ours measures 43-1/4 inches \$7,000.00
10. Toilet Rooms – Hardware not operable with one hand	a. Replace inaccessible knob with lever, loop, or push hardware.	07/31/2020	Airport Maintenance	\$700.00
11. Toilet Rooms – mirrors not suspended correctly	a. Lower the mirror – our measurement is 43 inches above the floor.	01/01/2022	Airport Maintenance	If installed before 3/15/12 and the bottom edge of the reflecting surface is no higher than 40 inches above the floor, lowering the mirror to 35 inches is not required. \$3,000.00
12. Toilet Rooms – coat hook not installed at correct level	a. Adjust hook – no less than 15 inches and greater than 48 inches above the floor. Our measurement for the coat hook is 67 inches above the floor.	01/01/2021	Airport Maintenance	\$100.00
13. Toilet Rooms – sink two supply lines not protected correctly.	A. Two (2) supply lines hang down and need insulation installed around lines.	01/01/2021	Airport Maintenance	\$400.00
14. Toilet Rooms – toilet dispenser not installed at proper height.	a. Dispenser does not need to be relocated because 1991 Standards did not specify distance from front of water closet.	N/A	NA	
15. Toilet Rooms – door pulls operable with one hand	a. Door pulls do not need to be added if constructed before 3/15/12, not required in 1991 Standards.	N/A	N/A	

Issues	Solutions	Target Date	Person Responsible	Comments
16. Toilet Rooms – Signs are permitted on the push side of doors with closers and without hold-open devices.	a. Door swing between the closed position and 45 degree open position, at least 18 x 18 inches centered on the tactile characters. The sign is at 15 inches, but building constructed before 3/15/12.	N/A		If constructed before 3/15/12 and a person may approach within 3 inches of the sign without encountering protruding objects or standing within the door swing, relocation is not required.
Toilet Rooms – dispenser	a. Located 2 inches from the water closet			If constructed before 3/15/12 dispenser does not need to be relocated if it is within reach from the water closet seat. The 1991 Standards do not specify distance from front of the water closet.

Action Plan

This is one municipality's Action Plan. An Action Plan is not required but is a helpful planning tool. To create your own use the ADA Action Plan form.

Public Entity City of Goshen – Annex Bldg. Date 7-25-19

Contact Person ADA Coordinator – Dorene Stahl

Email dorenestahl@goshencity.com Phone 574-534-8475

Issues	Solutions	Target Date	Person Responsible	Comments
1. Parking – No adequate number of accessible spaces provided. (None – on Jefferson Street near the Annex Bldg.)	a. Reconfigure by repainting lines. At least 8 feet wide with an access aisle at least 5 feet wide.		Streets	Total number of spaces is 25. Total number of accessible spaces – 0. Location of route: SW corner of Jefferson and 5 th .
2. Parking – No Accessible spaces – one needs to be van accessible (None on Jefferson Street near the Annex Bldg.)	a. Reconfigure by repainting lines for a van accessible space. At least 11 feet wide with an access aisle at least 5 feet wide.		Streets	For every 6 or fraction of 6 parking spaces required by the table, at least 1 should be a van accessible space.
3. Slope of accessible parking and access aisles no steeper than 1:48 all directions	a. Regrade surface		Contractor	

Issues	Solutions	Target Date	Person Responsible	Comments
4. Access aisles do not adjoin an accessible route.	a. Create accessible route & possible relocate accessible space. b. c.		Engineering	
5. Accessible spaces are not identified by an International Symbol of Accessibility	a. Install signs – bottom of sign is at least 60 inches above the ground. One sign should read “Van accessible”.		Streets	
6. Parking spaces	a. Accessible spaces should be located on the closest accessible route to the accessible entrance.		Engineering	
7. Exterior Accessible Route (on 5 th Street). Slope is steeper than 1:20 (Max is 5%) The current running slope is 6.2%	a. Regrade to 1:20 max – made add sidewalk and ramp no more than 5% slope		Engineering	Slope 5% max Curb Ramps 8.33% max
8. Entrance on 5 th Street – Not all entrances are accessible and there is no sign at the accessible entrance with the International Symbol of Accessibility.	a. Install sign		Streets	Doors open to public
9. Platform Lifts in the Annex Bldg. – Floor space needs to be at least 36 inches wide by at least 48 inches long inside the lift. The lift is 34” x 49”	a. Replace lift or reconfigure the opening to widen by 2 inches if possible		Engineering	
10. Signs (interior) If signs designating permanent rooms not likely to change over time need to install tactile signs.	a. Install tactile signs		Maintenance	
11. Signs (interior) If signs provide direction or information about interior spaces – install signs.	a. Install signs with contrasting characters.		Maintenance	

Issues	Solutions	Target Date	Person Responsible	Comments
12. Seating – accessible spaces – does not extend no less than 17 inches and no greater than 25 inches under the surface (desk or table). Knee space must be at least 27 inches high and at least 30 inches wide.	a. Add accessible table or work surface		Contractor/Maintenance	Clear floor space must be at least 30 inches wide by at least 48 inches long for a forward approach.
13. Counter space in Bldg. and Engineering Departments.	a. Reconfigure to provide knee clearance		Maintenance – Contractor	Clear floor space at least 30 inches wide by at least 48 inches long for forward or parallel approach. For forward approach no less than 17 and no greater than 25 inches of clear floor space extend under the accessible length of the counter.
14. Toilet Rooms – Not all toilet rooms are accessible, signs should be at accessible toilet room with the International Symbol of Accessibility.	a. Install sign with symbol and install tactile signs		Maintenance	Bathroom lower level (basement) not for public use. If constructed before 3/15/12 and a person may approach within 3 inches of the sign without encountering protruding objects or standing with the door swing, relocation is not required. If constructed before 3/15/12 and mounted no higher than 60 inches to the centerline of the sign, relocation is not required.
15. Privacy wall in toilet room (women’s) door swings in there should be at least 24 inches maneuvering beyond door latch side and 48 inches to the privacy wall. (24” x 46”)	a. Relocate cabinet in stall or remove.		Maintenance	

Issues	Solutions	Target Date	Person Responsible	Comments
16. Hook in toilet room should be no greater than 48 inches above the floor. City's measurement is 65 inches.	a. Adjust hook		Maintenance	
17. Clearance around water closet should measure at least 60 inches for side wall and at least 56 inches from rear wall. City's measurement is 57 inches by 116 inches	a. Move shelving (cabinet) in stall		Maintenance	If constructed before 3/15/12, clearances around water closets in single user toilet rooms can be 48 inches wide by 66 inches long or 48 inches wide by 56 inches long (depending on the approach to the water closet, see 1991 Standards Figure 28) and the lavatory may overlap that clearance if the door to the room does not swing into the required clearances at fixtures (such as lavatories, water closet, and urinals) and the edge of the lavatory is at least 18 inches from the centerline of the water closet.
18. Drinking fountain – front of the fountain protrudes more than 4 inches. Protrudes 19 inches	a. Add tactile warning such as partial walls.			Water bottle filler is 49 inches above the floor. Drinking fountain is 30 inches above the floor (max is 44 inches).
19. Grab Bar – Grab bar must be 54 inches from the rear wall. City's measurement is 51 inches. Must be at least 12 inches clearance between grab bar and projecting objects below.				Window obstruction. If constructed before 3/15/12 grab bars do not need to be relocated; there are no space requirements above and below the grab bars in the 1991 Standards.
20. Door Pulls – not operable with one hand.	a. Replace hardware	N/A		If constructed before 3/15/12 door pulls do not need to be added; door pulls are not

Issues	Solutions	Target Date	Person Responsible	Comments
				required in the 1991 Standards.

Stahl, Dorene

From: Halsey, Jeff
Sent: Wednesday, December 4, 2019 6:07 AM
To: Stahl, Dorene
Cc: Sailor, Dustin
Subject: ADA Action Plan-Annex

Good morning Dorene,

Below is the action plan for the Annex and all should be completed in 2020 except if in red then 3-5 years. If the 2nd floor is remodeled then #9 will not be required by the addition of the required elevator. If you have any questions or concerns please let me know.

- 1-6 Add van accessible parking space in front of the handicap entrance unloading onto the sidewalk, (painting and signage) \$750.00
- 7 Re-grade sidewalk for the 5th Street entrance, \$3,000.00
- 8 Install signage, \$200.00
- 9 Replace platform lift, \$50,000.00
- 10 Install tactile signs for offices, \$500.00
- 11 Install tactile signs, \$300.00
- 12 Install folding table or workstation in conference room, \$1,000.00
- 13 Engineering to install rotating shelf or folding counter, \$1,000.00, Building to install desk or folding counter in place of chairs, \$1,000.00
- 14 Install tactile signs, \$100.00
- 15 Cabinet will be removed in 2019
- 16 Coat Hook will be relocated 2019
- 17 Cabinet will be removed in 2019
- 18 Install partial wall around drinking fountain, \$250.00

Thank you,
Jeff

Jeff Halsey
City of Goshen
Maintenance Manager
204 E. Jefferson Street
Goshen, IN. 46528
Cell (574)206-3111
Fax (574)533-8626

Action Plan

This is one municipality's Action Plan. An Action Plan is not required but is a helpful planning tool. To create your own use the ADA Action Plan form.

Public Entity City of Goshen – City Hall Date 7-25-2019

Contact Person ADA Coordinator – Dorene Stahl

Email dorenestahl@goshencity.com Phone 574-534-8475

Issues	Solutions	Target Date	Person Responsible	Comments
1. Parking – One accessible space provided. In addition, add one van accessible space. (East Side - Back parking lot of City Hall)	a. Reconfigure by repainting lines for accessible space. Reconfigure to provide van-accessible space. Repainting lines and install van accessible sign. Under min. 5' for access aisle		Maintenance Street Dept.	Total spaces: 30 Accessible : 2 If constructed before 3/15/12 parking is compliant if at least 1 in every 8 accessible spaces is van accessible.
2. Running slope of the curb ramp – too steep.	a. Regrade curb ramp		Maintenance Street Dept.	
3. Inaccessible Entrances (Front entrance of City Hall)	a. Install signs on route before people get to inaccessible entrances so that people do		Maintenance Street Dept.	

Issues	Solutions	Target Date	Person Responsible	Comments
	not have to turn around and retrace route. Install signs			
4. Signs – no signs	a. Install tactile signs for Clerk-Treasurer’s Office, Mayor’s Office, Payroll and IT – See specifications for mounting signs. Install signs with contrasting characters. b. Clear floor space – at least 18 x 18 inches centered on the tactile characters. So the baseline of the lowest character is at least 48 inches above the floor and the highest character is no more than 60 inches above the floor. c.		Maintenance	If constructed before 3/15/2012 and a person may approach within 3 inches of the sign without encountering protruding objects or standing within the door swing, relocation not required. If constructed before 3/15/202 and mounted no higher than 60 inches to the centerline of the sign, relocation not required.
5. Conference Room – no accessible table	a. Add accessible table or work surface		Maintenance	
6. Counter in Lobby - Check writing surface – greater than 34 inches above the floor. (34-1/2 inches)	a. Add accessible table for check writing that has enough clearance to provide knee clearance		Maintenance	
7. Toilet Rooms – No signs at inaccessible toilet rooms that give directions to accessible toilet rooms.	a. Install signs		Maintenance	Signs are permitted on the push side of doors with closers and without hold-open devices. With clear floor space beyond the arc of the door swing between the closed position and 45-degree open position, at least 18 x 18 inches centered on the tactile characters. The baseline of the lowest character is at least 48 inches

Issues	Solutions	Target Date	Person Responsible	Comments
				above the floor and the baseline of the highest character is no more than 60 inches above the floor.
8. Signs at Toilet Rooms that are accessible	a. Install tactile signs at toilet rooms that are accessible with the International Symbol of Accessibility		Maintenance	
9. Entrance – not enough clearance for maneuvering. Should be at least 18 inches Clearance after door handle –Women’s bathroom downstairs - City’s 3 inches	a. Add automatic door		Maintenance	If constructed before 3/15/12 door pulls do not need to be added; door pulls are not required in the 1991 Standards.
10. Lavatories – floor space under lavatory should be 17 inches, currently 14 inches. Knee clearance needs to be 8 inches currently 5 inches for knee clearance.	a. Alter lavatory		Maintenance	Grab bars – If constructed before 3/15/12 grab bars do not need to be relocated; there are no space requirements above and below grab bars in the 1991 Standards.
11. Drinking fountain – front of fountain protruding no more than 4 inches into the circulation path – 19 inches protrudes for the current fountain.	a. Add tactile warning such as permanent planter or partial walls		Maintenance	
12. Elevator – Sign mounted at elevator	a. If constructed before 3/15/2012 and mounted no higher than 60 inches to the centerline of the sign, relocation is not required.		Maintenance	

Stahl, Dorene

From: Halsey, Jeff
Sent: Wednesday, December 4, 2019 5:39 AM
To: Stahl, Dorene
Cc: Sailor, Dustin
Subject: ADA Action Plan

Good morning Dorene,

Below is the action plan for City Hall and all should be completed in 2020 except if in red then 1-3 years. If you have any questions or concerns please let me know.

1. The Handicap parking was reconfigured by our Street Department in October 2019 to provide 2 spaces including 1 van accessible.
2. Re-grading the concrete sidewalk and ramp, \$3,000.00
3. Install signs to route people to the handicap entrance, \$250.00
4. Install tactile signs to identify offices, \$250.00
5. Fold out desk or work station, \$1,000.00
6. Install rotating shelf, \$200.00
7. Install tactile signs, \$50.00
8. Install tactile signs, \$50.00
9. Install automatic door opener woman's restroom in the basement, \$1,500
10. Alter lavatory in the woman's restroom in the basement, \$1,500
11. Install walls at both water fountains, \$500.00

Thank you,
Jeff

Jeff Halsey
City of Goshen
Maintenance Manager
204 E. Jefferson Street
Goshen, IN. 46528
Cell (574)206-3111
Fax (574)533-8626

Action Plan

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Public Entity City of Goshen – Central Garage Date 8/2/2019

Contact Person ADA Coordinator – Dorene Stahl

Email dorenestahl@goshencity.com Phone 574-534-8475

Issues	Solutions	Target Date	Person Responsible	Comments
1. Parking Front of Bldg. – There are no accessible spaces identified with a sign that includes the international Symbol of Accessibility and that reads “van accessible”.	<ul style="list-style-type: none"> a. Install sign - “van accessible” b. Van accessible space should be at least 11 feet wide with an access aisle at least 5 feet wide. Bottom of sign at least 60 inches above the ground. c. Note: the International Symbol of Accessibility is not required on the ground. 		Central Garage Maintenance	Total number of spaces – 4 Total number of accessible space – 1 If constructed before 3/15/12 parking is compliant if at least 1 in every 8 accessible spaces is van accessible.
2. Entrance – no sign at the accessible entrance with the International Symbol of Accessibility	<ul style="list-style-type: none"> a. Install sign 		Central Garage Maintenance	Install Van access sign and post Will be completed spring of 2020 Cost \$200
3. Entrance – front approach to the pull side of the door does not have at least 18 inches of	<ul style="list-style-type: none"> a. Add more concrete to sidewalk 		Central Garage Maintenance	Add additional cement to the existing sidewalk, completed spring 2020 Cost \$300

Issues	Solutions	Target Date	Person Responsible	Comments
maneuvering clearance beyond the latch side. (Add 6 inches)				
4. Toilet Rooms – mirror is too high over 40 inches (40-1/2")	a. Lower the mirror b. c.		Central Garage Maintenance	Lower mirror to ada height Completed spring 2020 Cost \$25
5. Drinking fountains – the front of the fountain protrudes out more than 4 inches (Protrudes out at 19 inches)	a. Add tactile warning such as partial walls		Central Garage Maintenance	Install wall partitions on each side of drinking fountain Completed by the end of 2020 Costs \$1000
				Note: Interior Door - Automatic Door from office hallway into the shop.

Action Plan

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Public Entity City of Goshen – Fire Station - Central Date August 9, 2019

Contact Person ADA Coordinator – Dorene Stahl

Email dorenestahl@goshencity.com Phone 574-534-8475

Issues	Solutions	Target Date	Person Responsible	Comments
1. Parking –one van accessible space needed. No aisle markings.	<ul style="list-style-type: none"> a. Reconfigure to provide van-accessible space. b. Reconfigure by repainting lines 11 feet wide with an access aisle at least 5 feet wide. Mark access aisle. 	2020/08	Maintenance/Streets	Entrance – North side of Bldg. Total Parking spaces – 9 Accessible spaces - 1
2. Signs – need to install van accessible signs.	<ul style="list-style-type: none"> a. Install sign reading “van accessible”. 	2020/08	Maintenance/Streets	

Issues	Solutions	Target Date	Person Responsible	Comments
2. Exterior Accessible Route and Entrance - Main entrance is not accessible.	<ul style="list-style-type: none"> a. Entrance on the North side of building - inaccessible b. Redesign to make accessible c. Total reconstruction – concrete, slope, etc. d. Designate an entrance and make it accessible. e. Inaccessible entrances need signs indicating the location of the nearest accessible entrance. f. Check to see: If objects on circulation paths protrude more than 4 inches either remove object or add tactile warning such as partial walls (through public areas). 	2020/08	Contractor	Install signs on route before people get to inaccessible entrances so that people do not have to turn around and retrace route.
3. Toilet Rooms	<ul style="list-style-type: none"> a. Door – either replace inaccessible knob with lever or push hardware or add automatic door opener. b. Adjust or replace closers – Measurement is 20 pounds. Door should be opened at 5 pounds maximum force. c. Closer – should take at least 5 seconds to close – Measurement is 3-1/2 seconds. Adjust closer. d. Clear Floor space – turn around at least 60 inches in diameter. Measurement is 55 	2021/06	Maintenance	

Issues	Solutions	Target Date	Person Responsible	Comments
	<p>inches deep. Remove or move objects.</p> <p>e. Mirror – measures 50-1/2 inches above the floor should be no higher than 40 inches. Lower the mirror. If installed before 3/15/12 and the bottom edge of the reflecting surface is no higher than 40 inches above the floor, lowering the mirror to 35 inches is not required. Lower mirror.</p>			
	<p>f. Lavatories – Clear floor space for a forward approach at least 30 inches wide and 48 inches long. Measurement is 36 inches x 37 inches. Alter lavatory.</p> <p>g. Lavatories – pipes below need to be insulated. Install insulation.</p> <p>h. Faucet – cannot operate without tight grasping, pinching...of the wrist. Replace faucet.</p> <p>h. Soap Dispensers – should be no higher than 48 inches above the floor. Measurement for the City is 49 inches. Adjust dispensers.</p>	2021/06		<p>Signs at Toilet Rooms: If constructed before 3/15/12 and a person may approach within 3 inches of the sign without encountering protruding objects or standing within the door swing, relocation is not required. If constructed before 3/15/12 and mounted no higher than 60 inches to the centerline of the sign relocation is not required.</p>
6. Water Closets	<p>a. Centerline of water closet should be no greater than 18 inches from the side wall. Measurement is 18-1/2 inches – Move toilet.</p> <p>b. Clearance around water closet measuring at least 60 inches from side wall 56 inches from rear wall.</p>	2021/06	Contractor/Architect	<p>*If constructed before 3/15/12, clearance around water closets in single user toilet rooms can be 48 inches wide by 66 inches long or 48 inches wide by 56 inches long (depending on the approach to the water closet, see 1991</p>

Issues	Solutions	Target Date	Person Responsible	Comments
	<p>Measurement: Side wall 44 inches and Rear wall 55 inches. Door pull opens out and does not swing in. Not sure if this issue needs to be corrected? *</p> <p>c. Grab bars – If constructed before 3/15/12 grab bars do not need to be relocated; there are no space requirements above and below grab bars in the 1991 Standards.</p>			<p>Standards Figure 28) and the lavatory may overlap that clearance if the door to the room does not swing into the required clearances at fixtures (such as lavatories, water closet, etc.) and the edge of the lavatory is at least 18 inches from the centerline of the water closet. Toilet paper dispenser – If constructed before 3/15/12 dispenser does not need to be relocate^d if it is within reach from the water closet seat; the 1991 Standards do not specify distance from the front of the water closet.</p>
7. Drinking fountains	<p>a. Forward approach – do no less than 17 inches and greater than 25 inches – Measurement is 13 inches. Alter space or replace drinking fountain.</p> <p>b. Drinking fountain is no less than 20 inches deep no greater than 25 inches deep. Measurement is 14 inches deep. Adjust drinking fountain or replace drinking fountain.</p> <p>c. Spout – no higher than 36 inches above the floor. Measurement is 44-1/2 inches above the floor. Adjust or replace drinking fountain. Spout needs to be at least 15 inches from the rear. Measurement is 10-1/2 inches</p>	2020/06		

Issues	Solutions	Target Date	Person Responsible	Comments
	from the rear. Adjust or replace drinking fountain. d. Bottom edge – add tactile warning such as partial walls. Protrudes 14-1/2 inches			

Action Plan

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Public Entity City of Goshen – Fire Station – College Date August 9, 2019

Contact Person ADA Coordinator – Dorene Stahl

Email dorenestahl@goshencity.com Phone 574-534-8475

Issues	Solutions	Target Date	Person Responsible	Comments
1. Parking – Accessible parking spaces	a. Accessible space needs to be reconfigured by repainting lines. One van accessible space.	2022/07	Maintenance/Streets	Total Parking Spaces – 9 Total Accessible Spaces – 0 If constructed before 3/15/12 parking is compliant if at least 1 in every 8 accessible spaces is van accessible.
2. Parking – Van accessible parking space	a. Space must be at least 11 feet wide with an access aisle at least 5 feet wide.	2022/07	Maintenance/Streets	
3. Parking	a. Repaint to mark access aisle to discourage parking in them. (5 feet for the aisle)	2022/07	Maintenance/Streets	

Issues	Solutions	Target Date	Person Responsible	Comments
4. Parking – slope of the accessible parking spaces and access aisle no steeper than 1:48	a. Regrade surface	2022/07	Maintenance/Streets	Do not have measurement
5. Parking – accessible route	a. Create an accessible route and if needed relocate accessible space.	2022/07	Maintenance/Streets	
6. Parking – signs	a. Install signs so accessible space is identified with the International Symbol of Accessibility. Bottom of the sign must be at least 60 inches above the ground. Sign must read “van accessible”.	2022/07	Maintenance/Streets	
7. Accessible Route – running slope no steeper than 1:20	a. Regrade to 1:20 maximum. City’s running slope measurement is 9.3%	2022/07	Maintenance/Streets	
8. Entrance – main entrance accessible.	a. Redesign to make it accessible. There is a step – need ramp.	2022/07	Maintenance/Streets	
9. Entrance – signs – main entrance and other entrances.	a. Designate an entrance and make it accessible. Install signs at the accessible entrance with the International Symbol of Accessibility. Also install signs on route before people get to inaccessible entrances so that people do not have to turn around and retrace route.	2022/07	Maintenance/Streets	All inaccessible entrances should have signs indicating the location of the nearest accessible entrance.
10. Entrance – Threshold should be no more than ¼ inch high.	a. Current threshold is more than 2-3/4 inches – Inside 1-1/2 inches. Remove or replace threshold.	2020/07	Maintenance/Contractor	

Issues	Solutions	Target Date	Person Responsible	Comments
11. Circulation Path– objects on circulation path through public areas should not protrude more than 4 inches.	a. Current 9 inches protruding into the path. Bottom leading edge should be at least 80 inches above the floor. City’s leading edge measurement is 40-1/2 inches. Add tactile warning such as partial walls or permanent planter.	2022/07	Maintenance/Streets	
12. Toilet Rooms – need to be redone.	a. Reconfigure toilet rooms including doors, toilet, lavatory, stall, sink, grab bars, etc. Toilet rooms are not accessible. (Interior doors are 30 inches wide.) Install tactile signs, etc.	2021/08	Maintenance/Streets	Important: This bathroom needs to be redone and reconfigure. Inaccessible.

Action Plan

This is one municipality's Action Plan. An Action Plan is not required but is a helpful planning tool. To create your own use the ADA Action Plan form.

Public Entity City of Goshen – Fire Station Reliance Date August 9, 2019

Contact Person ADA Coordinator – Dorene Stahl

Email dorenestahl@goshencity.com Phone 574-534-8475

Issues	Solutions	Target Date	Person Responsible	Comments
1. Parking – No accessible spaces or van accessible space. 2. Parking – Slope too steep 3. Access Aisles – do not adjoin an accessible route.	a. Reconfigure by repainting lines for accessible space. Reconfigure to provide van-accessible space. Space should be at least 11 feet wide and access aisle at least 5 feet wide. Mark access aisles to discourage parking in them. b. Regrade surface so slope is no steeper than 1:48. City's slope is 6.4%. c. Create accessible route	2021/5	Maintenance/Streets	Total Parking Spaces – 13 Total Accessible Spaces – 0 Location of Route - North
4. Signs – Accessible spaces need to be identified with a sign that includes the International Symbol of Accessibility. Sign for van	a. Install sign for accessible space with the International Symbol of Accessibility. Sign should also read "van accessible" at van accessible	2021/5	Maintenance/Streets	

Issues	Solutions	Target Date	Person Responsible	Comments
accessible space.	<p>space. Bottom of sign should be at least 60 inches above the ground.</p> <p>b. Reconfigure spaces so the accessible spaces are located on the closet accessible route.</p>			
5. Entrance – Main Entrance not accessible.	<p>a. Redesign to make it accessible. Increase concrete on sidewalk to 36 inches.</p> <p>b.</p>	2021/5	Maintenance/Contractor	
6. Entrance – Signs	<p>a. Install signs on route before people get to inaccessible entrances so that people do not have to turn around and retrace route.</p> <p>b. Need sign at accessible entrance with the International Symbol of Accessibility.</p>	2020/7	Maintenance/Streets	
7. Entrance – Threshold	<p>a. Remove or replace threshold. City’s measures 1-1/2 inches, which is over the max., should be no more than ¾ of an inch high.</p>	2020/7	Maintenance/Contractor	
8. Access to Goods – Objects on Circulation route.	<p>a. Add tactile warning such as partial walls for items that protrude more than 4 inches. City’s measurement of object protrudes 12 inches. Bottom</p>	2021/4	Maintenance	

Issues	Solutions	Target Date	Person Responsible	Comments
	leading edge measures at 38 inches, should be 27 inches or lower above the floor.			
9. Toilet Rooms – Signs	a. Install signs at inaccessible toilet rooms that give directions to accessible toilet rooms. b. Install sign at the accessible toilet with the International Symbol of Accessibility. c. Install tactile sign at toilet rooms. Baseline of the lowest character is at least 48 inches above the floor; highest character is no more than 60 inches above the floor. Clear floor space 18 inches x 18 inches	2020/28	Maintenance	If constructed before 3/15/12 and a person may approach within 3 inches of the sign without encountering protruding objects or standing within the door swing, relocation is not required. If constructed before 3/15/12 and mounted no higher than 60 inches to the centerline of the sign relocation is not required.
10. Toilet Rooms – Mirror & coat hook	a. Lower the mirror to no higher than 40 inches above the floor. City's mirror measures at 42 inches above the floor. b. Adjust hook to no less than 15 inches and no greater than 48 inches above the floor. City's coat hook measures 68 inches above the floor.	2020/06	Maintenance	If installed before 3/15/12 and the bottom edge of the reflecting surface is no higher than 40 inches above the floor, lowering the mirror to 35 inches is not required. If installed before 3/15/2012 and the clear floor space allows a parallel approach, the coat hook may be 54 inches above the floor.
11. Toilet Rooms – Lavatory	a. Install insulation on pipes to protect against contact. Pipes are exposed.	2020/06	Maintenance	
12. Toilet Rooms – Soap dispensers	a. Adjust dispensers, above lavatories less than 20 inches deep and no higher than 48	2020/06	Maintenance	

Issues	Solutions	Target Date	Person Responsible	Comments
	inches. The City's soap dispenser measures 18 inches x 50 inches.			
13. Toilet Rooms – clearance around water closet measuring at least 60 inches from the side wall and at least 56 inches from the rear wall.	a. Alter room – compartment for clearance. The City's measurements for clearance around the water closet for the side wall are 43 inches and the rear wall measures 72 inches.	2020/06	Contractor/Maintenance	If constructed before 3/15/12, clearances around water closets in single user toilet rooms can be 48 inches wide by 66 inches long or 48 inches wide by 56 inches long (depending on the approach to the water closet, see 1991 Standards Figure 28) and the lavatory may overlap that clearance if the door to the room does not swing into the required clearances at fixtures (such as lavatories, water closet, etc.) and the edge of the lavatory is at least 18 inches from the centerline of the water closet.
14. Toilet Rooms – Height of water closet is 19-1/2 inches and should be no greater than 19 inches.	a. Adjust toilet height to no greater than 19 inches.	2020/06	Contractor/Maintenance	
15. Toilet Rooms – Grab bars	a. Side Wall - Grab bar does not extend at least 54 inches from the rear wall. City's measurement is 49 inches from the rear wall. There should be at least 12 inches clearance between the grab bar and projecting objects above. The City's measurement for clearance is 5 inches. Remove toilet tissue holder.	2020/06	Maintenance	If constructed before 3/15/12 grab bars do not need to be relocated; there are no space requirements above and below grab bars in the 1991 Standards.

Issues	Solutions	Target Date	Person Responsible	Comments
	<p>b. Rear Wall – Grab bar does not extend at least 24 inches on the open side, City’s measurement is 22 inches. Relocate grab bar. There should be at least 12 inches clearance between the grab bars and protruding objects above, City’s measurement is 10 inches.</p>			<p>If constructed before 3/15/12 grab bars do not need to be relocated; there are no space requirements above and below grab bars in the 1991 Standards.</p>
<p>16. Toilet paper dispenser – located no less than 7 inches and no greater than 9 inches from the front of the water closet to the centerline of the dispenser.</p>	<p>Toilet paper dispenser located – our measurement was -1.</p>	<p>2020/06</p>		<p>If constructed before 3/15/12 dispenser does not need to be relocated if it is within reach from the water closet seat; the 1991 Standards do not specify distance from the front of the water closet.</p>
				<p>Tornado Shelter not for the public.</p>

Action Plan

This is one municipality's Action Plan. An Action Plan is not required but is a helpful planning tool. To create your own use the ADA Action Plan form.

Public Entity City of Goshen – Pringle Park Fidler Pavilion Date July 19, 2019

Contact Person ADA Coordinator – Dorene Stahl

Email dorenestahl@goshencity.com Phone 574-534-8475

Issues	Solutions	Target Date	Person Responsible	Comments
1. Approach & Entrance – Parking: Not enough adequate number of accessible spaces provided	<ul style="list-style-type: none"> a. 86 Spaces – need to add four (4) accessible parking spaces with signs. b. Van accessible spaces – one (1) of the four (4) accessible parking spaces must read “van accessible”. Reconfigure by repainting lines c. Access aisle need to adjoin an accessible route. Access aisles need to be marked to discourage parking in them. d. Create closest accessible route. 	Will coordinate with Street Department for marking & painting. Will hope to achieve 2020.	Parks Maintenance	<p>Total Spaces – 86 spaces Accessible Spaces – 0</p> <p>Will add minimum of four accessible spaces with one being van accessible. Will add accessible signs to the four accessible spaces and mark accessible route.</p>

Issues	Solutions	Target Date	Person Responsible	Comments
2. Parking Lot - Signs	a. Accessible spaces need to be identified with a sign that includes the International Symbol of Accessibility. One sign needs to read "van accessible". Bottom of the sign at least 60 inches above the ground.	2020	Parks Maintenance	Will order signs from Street Department and coordinate installation with Streets.
3. Entrance – Main Entrance	a. Main Entrance is accessible entrance, however, ¾ of an inch is raised concrete. Redesign to make it accessible	Spring 2020	Parks Maintenance	56 sq. yards, replace concrete. Work will be complete by contractor, \$6,000
4. Drinking Fountain – fountain protrudes out more than 4 inches into the path.	a. Add tactile warning such as building partial wall around drinking fountain b. Leading edge (bottom) of the fountain is higher than 27 inches above the floor. City's measurement from above the floor is 29 inches. Adjust drinking fountain (3 inches underneath) c.	Winter 2019/2020	Parks Maintenance	Lower fountain to a maximum of 27" above the floor. Parks Maintenance staff will perform work. \$200
5. Service Counter – accessible portion of the counter	a. At least one (1) counter. Lower section of counter. Reconfigure to provide knee clearance. No less than 17 inches and no greater than 25 inches of the clear floor space extend under the accessible length of the counter (Open area).	Winter 2019/2020	Parks Maintenance	Remove a minimum of 36" length of cabinetry, remove and replace counter top and lower to a maximum of 36" off the ground. Parks maintenance will perform work. Cost: \$1,000. Cost if entire countertop needs replaced: \$8,000.

Issues	Solutions	Target Date	Person Responsible	Comments
6. Toilet Rooms - Signs	a. Install sign at the accessible toilet room with the International Symbol of Accessibility. Install tactile signs by bathrooms. Baseline of the lowest character is at least 48 inches above the floor and the baseline of the highest character is no more than 60 inches.	Spring 2020	Park Maintenance	Order two accessible restroom signs and replace when received. Park Maintenance will perform work, \$50.00
7. Toilet Rooms – Lavatory & Toilet paper dispenser	a. Pipes below the lavatory are not insulated to protect against contact. Install insulation around pipes. b. Toilet paper dispenser should be no less than 7 inches and no greater than 9 inches from the front of the water closet to the centerline of the dispenser.* City’s measurement for dispenser is 10 inches. Easily reached.	Spring 2020	Park Maintenance	Relocate toilet paper dispenser to a minimum of 9” from the front of the water closet to the centerline of the dispenser. Park Maintenance will perform work, \$100.00
Drinking fountain	a. Leading edge (bottom) of the fountain is higher than 27 inches above the floor, does the fountain protrude no more than 4 inches into the circulation path. City’s measurement from above the floor is 29 inches. Adjust drinking fountain (3 inches underneath)			*See #4
. Seating – outside picnic area	a. There are three (3) handicapped accessible picnic tables. All 30 inches for handicapped tables.			Total Number of Seating : 18 tables Total Number of Wheelchair: 3

Action Plan

This is one municipality's Action Plan. An Action Plan is not required but is a helpful planning tool. To create your own use the ADA Action Plan form.

Public Entity City of Goshen – Millrace Power House Date July 16, 2019 & November 6, 2019

Contact Person ADA Coordinator – Dorene Stahl

Email dorenestahl@goshencity.com Phone 574-534-8475

Issues	Solutions	Target Date	Person Responsible	Comments
1. Approach & Entrance – route has gravel and concrete	a. Need to add concrete to the gravel areas.	2020 planning for 2021 completion.	Maintenance/Streets or outside contractor	Site Plan needed for connectivity. Coordinate with Engineering.
2. Parking – not adequate number of accessible spaces provided. City public parking will be used.	a. Reconfigure by repainting lines. City parking allows one van accessible space. b. Reconfigure to provide van accessible space. At least 11 feet wide with an access aisle at least 5 feet wide c. Mark access aisles so to		Maintenance/Street	Total Number of Spaces – 0 Total Accessible Spaces - 0

Issues	Solutions	Target Date	Person Responsible	Comments
	<p>discourage parking in them.</p> <p>d. Create accessible route. Regrade surface to create closest accessible route and relocate accessible space.</p> <p>e. Install signs that include the International Symbol of Accessibility and the sign reads "van accessible". Bottom of sign must be at least 60 inches above the ground.</p>			
3. Exterior Accessible Route	a. Replace gravel with asphalt or other type of surface. Gravel areas are 4.35% for slope and 3.7% for cross slope.		Maintenance/Streets	
4. Entrance – Main Entrance	<p>a. Install signs on all inaccessible entrances indicating the location of the nearest accessible entrance. Install signs on route before people get to inaccessible entrances so that people do not have to turn around and retrace route.</p> <p>b. Install sign at the accessible entrance with the International Symbol</p>		Maintenance/Streets/outside contractor	

Issues	Solutions	Target Date	Person Responsible	Comments
	<p>of Accessibility.</p> <p>c. Front approach to the pull side of the door is not at least 18 inches (City's measurement is 7 inches) of maneuvering clearance beyond the latch side. To correct add automatic door opener. Door is not equipped with hardware that is operable with one hand. To correct add automatic door opener.</p> <p>d. Operable parts of door hardware are greater than 48 inches above the floor. Add automatic door opener.</p>			
5.	a.			<p>This facility:</p> <p>There are no restrooms.</p> <p>There are no telephones.</p> <p>There are no drinking fountains.</p> <p>There are no ramps.</p>

Issues	Solutions	Target Date	Person Responsible	Comments

Action Plan

This is one municipality's Action Plan. An Action Plan is not required but is a helpful planning tool. To create your own use the ADA Action Plan form.

Public Entity City of Goshen – Shanklin Park Riverside Pavilion Date July 19, 2019

Contact Person ADA Coordinator – Dorene Stahl

Email dorenestahl@goshencity.com Phone 574-534-8475

Issues	Solutions	Target Date	Person Responsible	Comments
1. Approach & Entrance - Parking Spaces – no line spaces	a. No line parking – (Currently one sign and one space.) Reconfigure by repainting lines. Maybe have to resurface area. (No line spaces and no markings.) Only one space parallel. Accessible space should be 11 feet wide by 5 feet wide and marked as van accessible.	2021	Parks Maintenance/Streets	Schedule striping of parking lot with Street Department. Include appropriate number of accessible and van accessible spaces.
2. Parking Spaces – Accessible spaces access aisles are not marked.	a. Mark access aisles - Reconfigure by repainting lines and marking access aisles so as to discourage parking in them.	2021	Parks Maintenance/Street	
3. Access Aisles – Access aisles do not adjoin accessible	a. Create accessible route so the access aisle adjoin the	2021	Parks Maintenance	Add approximately 5' x 11' concrete to adjoin pavilion to

Issues	Solutions	Target Date	Person Responsible	Comments
route.	accessible route.			<p>parking lot.</p> <p>Concrete contractor will perform work. \$1,000.00.</p>
4. Signs – Accessible spaces identified that includes the International Symbol of Accessibility. Bottom of the sign at least 60 inches above the ground.	a. Install signs that are at least 60 inches above the ground. The City’s sign is 84 inches above the ground. Use current sign that has the International Symbol of Accessibility and reads “van accessible”.	2021	Parks Maintenance	<p>Order signs from Streets and install.</p> <p>Parks Maintenance will install. \$400.00.</p>
5. Exterior Accessible Route – route is not stable, firm and slip resistant.	a. Replace gravel with asphalt or other surface.		Contractor/Park Maintenance	*See #3
6. Entrance – Open Area for Pavilion, Level Surface	a. No Bathrooms, No Drinking Fountains, No Public Telephones			
7. Seating	a. Seating and standing spaces accessible for people who use wheelchairs. Route is at least 36 inches wide to accessible seating as long as the public does not move the tables.			<p>Total Seating: 9 Tables</p> <p>Total Wheelchair: 2 Tables</p>

Action Plan

This is one municipality's Action Plan. An Action Plan is not required but is a helpful planning tool. To create your own use the ADA Action Plan form.

Public Entity City of Goshen –Shanklin Park Warming Bldg. Date July 2019

Contact Person ADA Coordinator – Dorene Stahl

Email dorenestahl@goshencity.com Phone 574-534-8475

Issues	Solutions	Target Date	Person Responsible	Comments
1. Facilities – Approach & Entrance – No Van accessible space and no spaces identified with a sign that includes the International Symbol of Accessibility.	a. Reconfigure space by repainting lines. Reconfigure to provide van-accessible space. Space should be at least 11 feet wide and an access aisle at least 5 feet wide. Mark access aisle to discourage parking in them.	2021	Parks Maintenance/Streets	Route: Across from Driveway – Ramp 5 inches Total Parking Spaces – 25 Total Accessible Spaces – 1 Change closest and existing accessible space to van accessible space and stripe accessible route to building. Need to request painting to be performed by Street Department. Coordinate with other Shanklin lot painting for 2021.

Issues	Solutions	Target Date	Person Responsible	Comments
2. Signs – accessible spaces need to be identified with a sign that includes the International Symbol of Accessibility. Bottom of the sign is at least 60 inches above the ground.	a. Install sign with the International Symbol and that reads “van accessible” at the van accessible spaces.	2021	Parks Maintenance/Streets	Order and install accessible sign from Streets. Coordinate to be complete with reconfiguration of accessible parking space in #1. \$100.00.
3. Entrance – Approach & Entrance	a. No entrance to building only to restrooms.			Building storage space is not a public space.
4. Toilet Rooms – All toilet rooms accessible	a. All toilet rooms accessible – install tactile sign. The baseline of the lowest character is at least 48 inches above the floor and the baseline of the highest character is no more than 60 inches.	Spring 2020	Parks Maintenance	Order and install proper accessible restroom signs. Park Maintenance staff will perform work. \$50.00.
4. 5. In Toilet Rooms – Lavatory, hand dryer	a. Pipes below the lavatory need to be insulated to protect against contact. Install insulation b. Operable parts of the hand dryer or towel dispenser that is not over an obstruction should be no higher than 48 inches above the floor. City’s hand dryer is 55 inches – need to lower hand dryer. c. Grab bars – Must extend at least 54 inches from the rear wall. The City’s measures 31 inches. Clearance between the grab bar and projecting objects above should have at least 12 inches. City’s measurement is 5-1/2	2021	Contractor/Park Maintenance	a. Add insulation to pipes. Park Maintenance staff will perform work. \$200.00. b. Lower and replace hand dryers. Park Maintenance staff will perform work. \$1,000.00. c. Replace and relocate grab bars. Park Maintenance will perform work. \$300.00.

Issues	Solutions	Target Date	Person Responsible	Comments
	inches.* d. Grab bars – should extend at least 24 inches on the open side. City’s measurement is 18 inches.* e. Toilet paper dispenser located no less than 7 inches and no greater than 9 inches from the front of the water closet to the centerline of the dispenser. City’s dispenser is behind front of toilet. *			d. see c. e. Relocate toilet paper dispenser. Park Maintenance will perform work. \$30.00.

Action Plan

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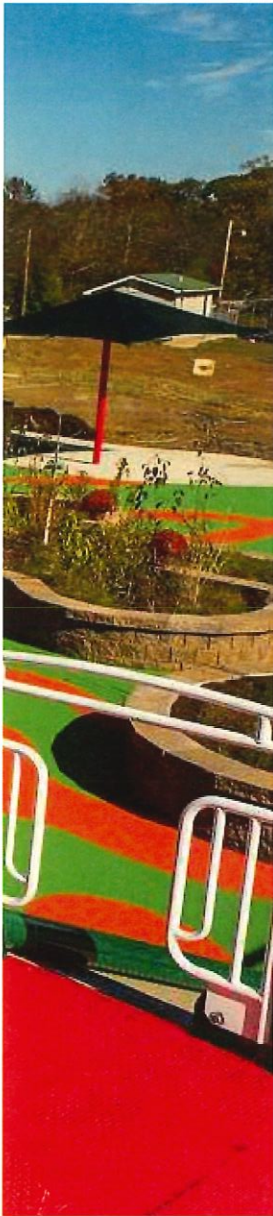
Public Entity City of Goshen – Shanklin Park Kiwanis Date July 19, 2019

Contact Person ADA Coordinator – Dorene Stahl

Email dorenestahl@goshencity.com Phone 574-534-8475

Issues	Solutions	Target Date	Person Responsible	Comments
1. Toilet Rooms – Signs at Toilet Rooms	a. All accessible toilet rooms. Install tactile signs at toilet rooms with the International Symbol of Accessibility.	Winter 2019/2020	Parks Maintenance	Order and replace two accessible restroom signs. Park Maintenance will perform work. \$50.00.
2. Approach & Entrance. No. 1.24 Landing at the top is less than 36 inches long – do we have curb ramp flares.	a. This was not addressed.		Park Maintenance	This meets standards.
3. Toilet Rooms – Lavatory	a. Pipes below the lavatory are	Spring 2020	Park	Add insulation on pipes.

Issues	Solutions	Target Date	Person Responsible	Comments
	not protected. Need to install insulation on pipes to protect against contact.		Maintenance	Park Maintenance will perform work. \$200.00.
4. Toilet Rooms – pulls	a. There are no pulls – If constructed before 3/15/12 door pulls do not need to be added; door pulls are not required in the 1991 Standards.	Spring 2020	Park Maintenance	Add pulls to stall doors. Park Maintenance staff will perform work. \$100.00



ACCESSIBILITY REVIEW

10

According to a 2010 report by the U.S. Census Bureau, more than 56.7 million Americans (19% of the population) report some level of disability. The report defines a person as having a disability if they have difficulty performing a specific activity such as seeing, hearing, bathing, or doing light housework, or if they have a specified condition, such as Alzheimer's disease or autism. Other report findings include:

- Four million children ages 6 to 14, or 11%, have a disability.
- The chances of disability rise with age: 72 percent of those age 80 and older have disabilities.
- About 8.1 million people age 15 and older have difficulty seeing the words and letters in ordinary newspaper print, including 1.8 million who are unable to see.
- Of those ages 15 to 64, 36% with a severe disability use a computer and 29 percent used the Internet.

During the preparation of this plan, an accessibility review of the Goshen Parks and Recreation operations and facilities was conducted. The Parks Department's goal is

to offer barrier-free facilities, programs, and services that are inclusive of all users.

Although some accessible amenities have been provided, accessible routes to and between the amenities are lacking and provide the single greatest barrier to accessibility in the park system. At the same time, although parking spaces for those with disabilities are provided, the parking surfaces are gravel and do not meet ADA requirements.¹ The addition of accessible parking and accessible routes to amenities would greatly increase the number of accessible features for this park system.

In addition to reviewing the accessibility of physical amenities, communication practices were also reviewed. Information about the park system was available online; however, information about accessible park and recreation amenities was not included.

¹ Exact requirements and design codes can be found on the website's checklist of items.

UNIVERSAL DESIGN & ACCESSIBILITY

The Goshen Parks and Recreation Department strives to serve the community in all ways possible. The parks are dedicated to ensuring that all patrons of the city can experience the parks. The parks' commitment to serve people of all ages and abilities is part of their mission.

As with any Parks Department, there is always an ongoing need to improve existing facilities and make them compliant to ADA Guidelines.

The first steps in this process include:

- Performing reviews of park sites, facilities, and programs for compliance
- Implementing accessible transitions into all sites and facilities
- Providing accessible routes and parking to amenities, shelters, and facilities

Ongoing from the previous Master Plan, the City of Goshen has passed several resolutions to accessibility and the Americans with Disabilities Act:

- Resolution 2011-F: A Resolution of the City of Goshen's Board of Public Works and Safety adopting the Americans with Disabilities Act (ADA) and ADA Coordinator and Procedures.
- Resolution 2011-Q: A Resolution of the City of Goshen's Board of Public Works and Safety adopting the Americans with Disabilities Act (ADA) and Accessibility Guidelines for Standards for Accessible Designs and Guidelines for Pedestrian Facilities in the Public Right-of-Way.
- Resolution 2012-J: Adopting the Americans

with Disabilities Act Transition Plan for Pedestrian Facilities in the Public Right-of-Way.

Goshen Parks has recently secured funding for the first all-inclusive playground to be constructed in the parks system. This playground will be constructed in Hay Park.

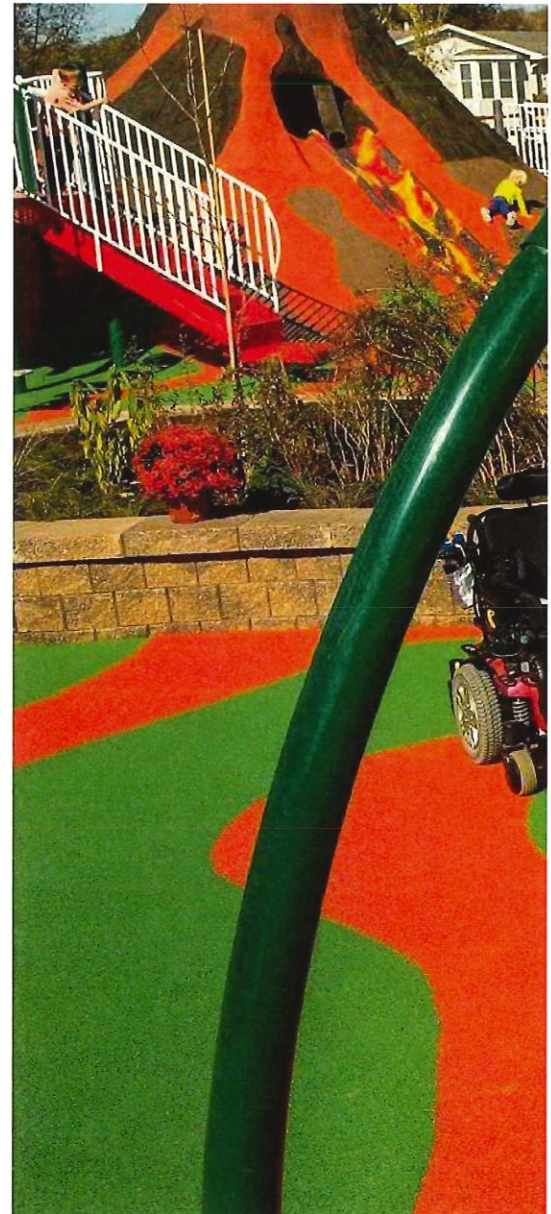
This strong commitment to the community regarding Universal Design, Accessibility, and All-Inclusive Play will help to distinguish Goshen's park system within the region.

ADA Coordinator

The City of Goshen has designated the Human Resource Manager as the ADA Coordinator for the City. The ADA Coordinator can be contacted at (574) 534-8475 or at the City Hall office.

Grievance Procedures for ADA Complaints

A grievance procedure has been established on the City of Goshen's website. The attached procedure has been provided.





Picture provided by: <https://www.gametime.com/inclusive-playground>

The Goshen Parks and Recreation Department had made a commitment to an All-Inclusive design for their playgrounds and has taken the first step by securing funds for a new All-Inclusive playground in Hay Park. This Facility is slated to be constructed in 2019.

"We are beyond thankful to the community for showing their commitment to having an inclusive park in which everyone can engage."

- Parks & Recreation Department
Superintendent Tanya Heyde

The City of Goshen has also taken steps to provide accessibility throughout the city. In 2012, the City of Goshen implemented an Americans with Disabilities Act Transition Plan: Pedestrian Facilities in the Public Right-of-Way. This plan lays out the steps and plan for barrier removal throughout the city.

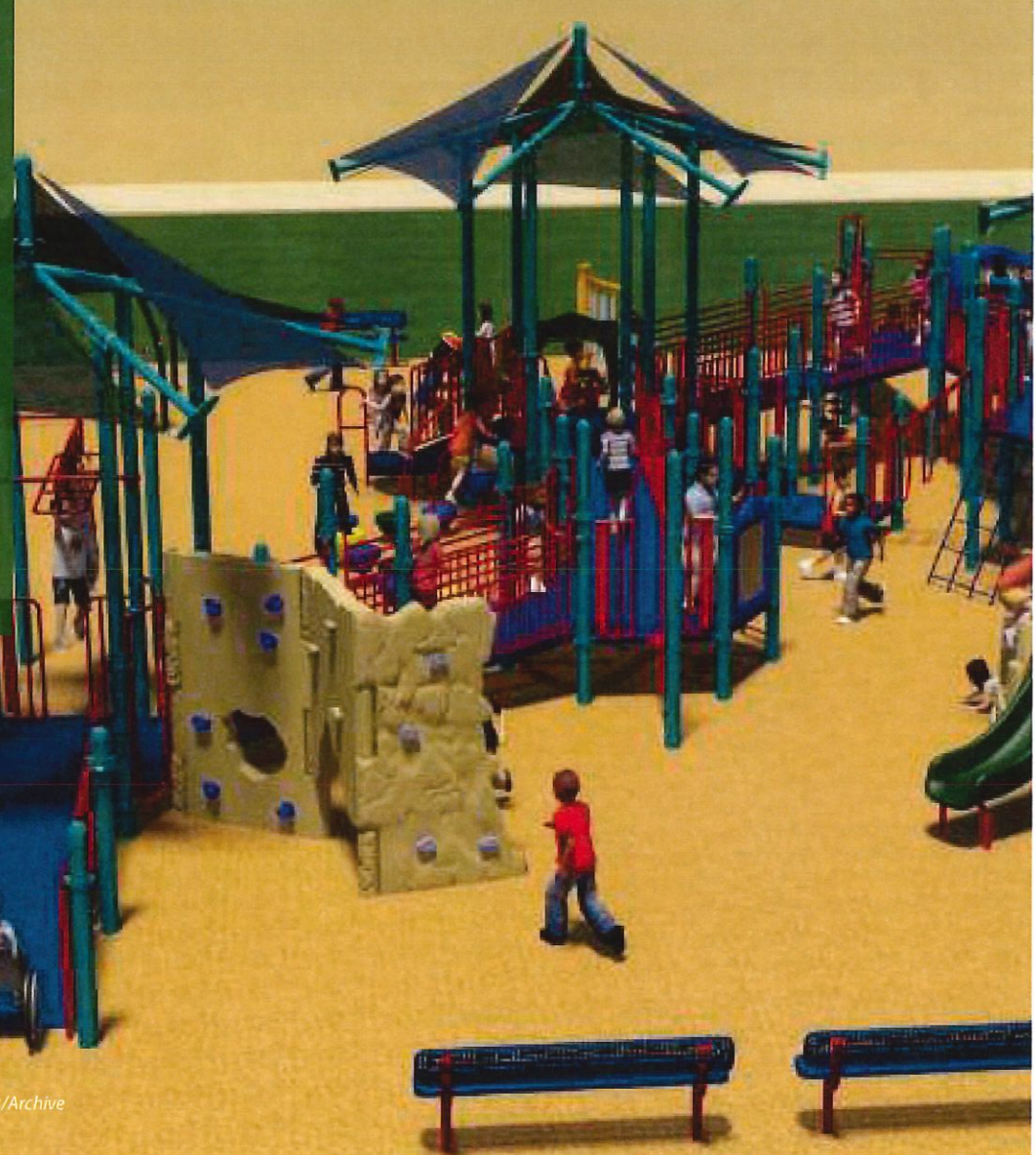


Photo Provided by: <https://photos.goshennews.com/News/Archive>



GRIEVANCE PROCEDURES FOR ADA COMPLAINTS

The procedures established in this policy, set out a system for resolving complaints of disability discrimination in a prompt and fair manner. Anyone wishing to file a grievance complaint can obtain the grievance form from the Goshen Human Resource Manager at 574-534-8475 or through the City website at www.goshenindiana.org. In addition to submitting the grievance form, a written grievance can also be submitted that includes the following:

1. Name, address, and phone number of the person filing the grievance.
2. Name, address, and phone number of the person alleging the ADA violation, if different than the person filing the grievance.
3. Description of the alleged violation and the remedy sought.

The City of Goshen Human Resource Manager will acknowledge receipt of the grievance within ten (10) working days.

The Human Resource Manager will forward the complaint to the City of Goshen's legal department, which will conduct the investigation necessary to determine the validity of the alleged violation. The legal department may contact the grievant to discuss the matter as part of the investigation. The legal department will submit a written findings and a proposal resolution within forty five (45) calendar days of receiving the complaint from the Human Resource Manager. If a resolution of grievance is reached during this investigation,

the resolution will be documented in the ADA Coordinator's file.

If the grievance is not satisfied with the legal department's determination, the grievant may request a hearing before the Goshen Board of Public Works and Safety. The hearing will be scheduled within thirty (30) days of the request unless the grievant and City agree on a different date. The grievance request for a hearing before the Board of Public Works and Safety must be requested within fifteen (15) days of receiving the legal department's written findings and proposal resolution. At the hearing, the grievant may appear with or without legal counsel. The grievant will be given the opportunity to present evidence, and/or witnesses and will be given the opportunity to question any witnesses that the City presents at the Board of Public Works and Safety hearing.

At any time during the process, a grievant may file a complaint directly with the U.S. Department of Justice or other appropriate state or federal agency. The resolution of any specific grievance will require consideration of the specific nature of the disability, the nature of the access to services, programs, or facilities at issue, the essential eligibility requirements for participation, the health and safety of others, and the degree to which an accommodation would constitute a fundamental alteration to the program, service, or facility, or cause undue hardship to the City. Accordingly, the resolution of any grievance does not create a precedent for any future grievance.

The Goshen Parks and Recreation Department policy is to provide accessibility to all new park facilities, accommodate existing facilities, and provide programs that are accessible, inclusive, and inviting to all parties who wish to attend.

Public Input and Stakeholder Comments

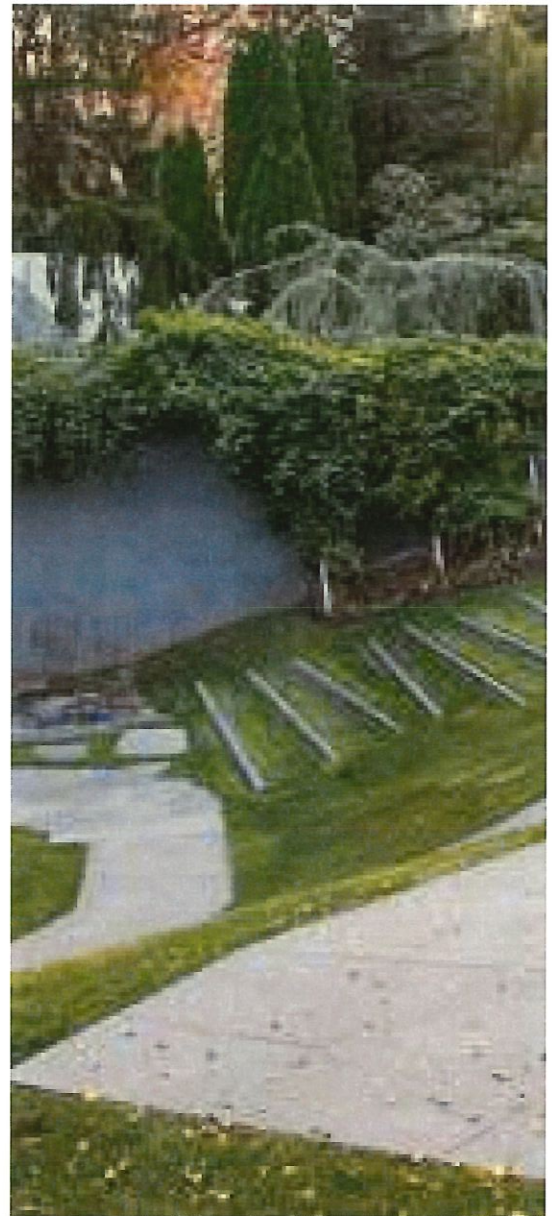
In order to gain a better understanding of their needs and concerns, residents with disabilities and senior citizens were invited to participate in the public survey, in stakeholder meetings, and in public meetings to discuss their concerns regarding accessibility in the park system.

The Goshen community has a higher population of residents over the age of 65 than is typical in the state of Indiana. According to the U.S. Census Bureau, this percentage is expected to increase.

Requests for accessibility improvements included:

- Accessibility to park amenities and additional seating closer to parking areas.
- Closer parking lots to some of the new park amenities.

The Parks Department continues to improve accessibility to its amenities. Future improvements should address accessible routes to and within the parks, accessible playground equipment, and accessible site furnishings. Specific recommendations are included in the Action Plan with an associated timeline and cost estimates.





Contact Resources

ADA Information Hotline: (800) 514-0301
voice

(800) 514-0383

TTY

ADA Home Page

www.usdoj.gov/crt/ada/adahom1.htm

ADA Checklist

www.adachecklist.org

Picture provided by: <https://lucias.asia.org/>

Action Plan

This is one municipality's Action Plan. An Action Plan is not required but is a helpful planning tool. To create your own use the ADA Action Plan form.

Public Entity City of Goshen – Police & Court Date 7-25-2019

Contact Person ADA Coordinator – Dorene Stahl

Email dorenestahl@goshencity.com Phone 574-534-8475

Issues	Solutions	Target Date	Person Responsible	Comments
1. Approach & Entrance – Van accessible space – access aisle is not at least 5 feet wide 2. Access aisle do not adjoin an accessible route – directly from the parking space 3. Total parking spaces – accessible spaces located on the closet accessible route to accessible entrance	a. Reconfigure to provide van-accessible space. City's space is 8 feet 6 inches – Aisle access is 4 feet 6 inches should be 11 feet x 5 feet b. Access is across the road c. Close as can be expected with angle parking – may have to reconfigure space	1-2 yrs \$500	Street Dept.	Access Route –Across Street Total Spaces – 11 Total Accessible Space - 1
4. Entrance – Main entrance is not accessible	a. Slope is 13.6% - too steep. Designate an entrance and make it accessible. Ensure that accessible entrance can be used independently and during the same hours as the main entrance.	5-10 yrs \$25,000	Engineering	
5. All inaccessible entrances do	a. Install signs on route before		Maintenance	

Issues	Solutions	Target Date	Person Responsible	Comments
not have signs indicating the location of the accessible entrance.	people get to inaccessible entrances so that people do not have to turn around and retrace route.	5-10 yrs \$500		
6. Entrance – no sign	a. Install sign with the International Symbol of Accessibility b. c.	5-10 yrs \$200	Maintenance	
7. Threshold	a. Threshold is at 5/8 inch	5-10 years \$500	Engineering	No more than 3/4 inch with the top 1/2 inch beveled, no steeper than 1:2 if threshold was installed before the 1991 ADA Standards.
8. Access to Goods & Services - paths through public areas protrude more than 4 inches – currently 4-1/4"	a. Add tactile warning such as partial walls.	5-10 yrs \$10,000	Maintenance	
9. Lift – Change size height of sign	a. Mounted no higher than 60 inches – Change sign height. Currently between 61 inches and 63 inches b. Clear floor space at least 36 inches wide by at least 48 inches long inside the lift. City's measurement's are 34-1/2 inches x 60 inches. – Replace Lift.	5-10 yrs \$100,000	Maintenance	If constructed before 3/15/12 and mounted no higher than 60 inches to the centerline of the sign, relocation is not required.
10. Signs	Install tactile signs designating permanent rooms and spaces not likely to change over time (Court Room) Install signs with contrasting characters – install tactile signs.	1-2 yrs \$2,000	Maintenance	
12. Controls – light switches should be no higher than 48 inches above the floor.	a. Change height of control – Court Room controls are 49-1/2 inches above the floor.	5-10 yrs \$20,000	Maintenance	If constructed before 3/15/12 and a parallel approach is provided, controls can be 54 inches above

Issues	Solutions	Target Date	Person Responsible	Comments
				the floor.
13. Assembly Areas – Court Room –	a. There is enough space to add wheelchair spaces by moving chairs to allow adequate space.			This is not an issue – just wanted to note.
14. People in wheelchair spaces have a clear site.	a. Yes – the City will alter for line of sight upon request.			This is not an issue – just wanted to note.
15. Service Counter – Section of counter is higher than 36 inches. Currently it is 42 inches.	a. Lower section of the counter to no higher than 36 inches. b. Counter needs to extend the same depth. Alter accessible portion of counter. c. Reconfigure to provide knee clearance. (In Court Dept. Area)	5-10 yrs \$50,000 Has bullet proof wall and glass	Maintenance or outside contractor	
16. Toilet Rooms in front lobby of Police/Court Bldg.	a. Install sign at the accessible toilet room. Install tactile signs.	1-2 yrs \$200	Maintenance	If constructed before 3/15/12 and a person may approach within 3 inches of the sign without encountering protruding objects or standing within the door swing, relocation is not required. If constructed before 3/15/12 and mounted no higher than 60 inches to the centerline of the sign, relocation is not required.
17. Mirror in bathroom – mirror over lav is higher than 40 inches	a. Lower the mirror – City’s measurement is 49-1/2 inches above the floor	1-2 yrs \$200	Maintenance	If installed before 3/15/12 and the bottom edge of the reflecting surface is no higher than 40 inches above the floor, lowering the mirror to 35 inches is not required.
18. Coat Hook in bathroom – no greater than 48 inches above the floor.	a. Adjust hook – City’s measurement is 62 inches.	1-2 yrs \$50	Maintenance	If installed before 3/15/10 and the clear floor space allows a parallel approach, the coat hook may be 54 inches above the floor

Issues	Solutions	Target Date	Person Responsible	Comments
<p>19. Clearance provided around the water closet measuring at least 60 inches from the side wall and at least 56 inches from the rear wall.</p> <p>Front approach to the pull side of the door, bathroom stall must be at least 18 inches of maneuvering clearance beyond the latch side plus 60 inches clear depth. The stall is 12 inches x 54-1/4 inches.</p> <p>Door swings in, the minimum required compartment area provided beyond the swing of the door (60 inches x 56 inches if water closet is wall hung or 59 inches if water closet is floor mounted).</p>	<p>a. City's measurements are from the side wall 54 inches and from the rear wall 48 inches.*</p> <p>b. Move stall door, wall? City's measurements are 12 inches x 54-1/4 inches.</p> <p>c. Door Pulls not operable with one hand - If constructed before 3/15/12 door pulls do not need to be added; door pulls are not required in the 1991 Standards.</p> <p>d. City's measurement for compartment area is 60 inches x 43 inches.</p>	<p>5-10 yrs \$50,000</p>	<p>Outside contractor or Maintenance</p>	<p>*If constructed before 3/15/12 clearances around water closets in single user toilet rooms can be 48 inches wide by 66 inches long or 48 inches wide by 56 inches long (depending on the approach to the water closet, see 1991 Standards Figure 28) and the lavatory may overlap that clearance if the door to the room does not swing into the required clearances at fixtures (such as lavatories, water closets) and the edge of the lavatory is at least 18 inches from the centerline of the water closet.</p>
<p>20. Drinking fountain – spout outlet no higher than 36 inches above the floor.</p>	<p>a. Adjust drinking fountain – City's measurement is 36-1/2 inches above the floor.</p>	<p>5-10 yrs \$5,000</p>	<p>Contractor or Maintenance</p>	
<p>21. Public Telephones – Direct line to Fire, Police, Ambulance Only. Bottom of the telephone is higher than 27 inches. Currently 37 inches and protrudes 5-3/4 inches (S/B only 4 inches). Telephone does not have a TTY</p>	<p>a. Adjust telephone.</p> <p>b. Install TTY, identify by the International Symbol of TTY</p>	<p>5-10 yrs \$10,000</p>	<p>Maintenance</p>	<p>Note: This is not a public phone that a person can call out. Emergency service direct line to Fire, Police and ambulance only.</p>
	<p>ESTIMATED 1-10 years</p>	<p>ESTIMATED \$274,150.00</p>		

Action Plan

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Public Entity City of Goshen – Street Dept. Date August 2, 2019

Contact Person ADA Coordinator – Dorene Stahl

Email dorenestahl@goshencity.com Phone 574-534-8475

Issues	Solutions	Target Date	Person Responsible	Comments
1. Approach & Entrance – Parking – accessible spaces	<ul style="list-style-type: none"> a. Reconfigure by repainting lines – need at least one regular accessible space and one van accessible space. b. Accessible (regular) spaces are at least 8 feet wide and aisle at 5 feet wide. City's accessible space is 9 feet 9 inches x 3 feet 6 inches. c. Van accessible spaces are at least 11 feet wide and aisle is at least 5 feet wide. (or 8 ft. x 8 ft.) 	7/1/2020	Street Dept.	Total Spaces – 18 Total Accessible Spaces - 2 \$80.00 (Street Dept. Budget)

Issues	Solutions	Target Date	Person Responsible	Comments
2. Signs – accessible spaces need to be identified with a sign – includes International Symbol of Accessibility	a. Install sign – one accessible space needs one sign with symbol - bottom at least 60 inches above ground b. Install one sign with symbol and reads “van accessible”	7/1/2020	Street Dept.	\$100.00 (Street Dept Budget)
3. Entrance – sign should be at the accessible entrance with International Symbol of Accessibility	a. Install sign at accessible entrance with the International Symbol of Accessibility	7/1/2020	Street Dept.	\$50.00 (Street Dept Budget)
4. Aisles/Counter – counter surface of at least one aisle no higher than 38 inches above the floor. Portion of the counter that is at least one of each type of counter that is no higher than 36 inches above the floor.	a. Lower counter – City’s measurement is 41 inches above the floor. The City has one counter in the lobby of the street department. b. City measurement is 41 inches above the floor. Lower section of the counter.	12/1/2021	Street Dept. This will most likely be an outside contractor, depending on the design of the correction.	\$500.00 - \$1000.00
5. Counter – clear floor space	a. Reconfigure to provide parallel or forward approach b. For forward approach: reconfigure to provide knee clearance – no less than 17 inches and greater than 25 inches	12/1/2021	Maintenance/outside contractor	\$500.00 - \$1000.00
6. Toilet Rooms – signs at inaccessible toilet rooms – give direction to accessible toilet rooms	a. Install signs at inaccessible toilet rooms that give directions to accessible toilet rooms.	7/1/2020	Street Department	\$100.00 (Street Department Budget)

Issues	Solutions	Target Date	Person Responsible	Comments
7. Toilet Rooms – signs at accessible toilet rooms	a. Install signs at accessible toilet rooms with the International Symbol of Accessibility. Install tactile signs. Install no more than 60 inches above the floor.	7/1/2020	Maintenance/Street Dept.	\$100.00 (Street Dept. Budget)
8. Toilet Room Entrance – front approach to pull side of door only 14 inches needs to be 18 inches.	a. Add automatic door opener	12/1/21	Maintenance	\$5000.00
9. Toilet Room – Towel dispenser	a. Relocate towel dispenser – no higher than 48 inches above the floor (Not over an obstruction.)	12/1/20	Maintenance	\$200.00
10. Toilet Room – Toilet greater than 18 inches from the side wall	a. Move Toilet or replace toilet. City's measurement is 18-3/4 inches from the side wall.	12/1/21	Maintenance/Contractor	\$1000.00
11. Toilet Room – flush control needs to be on the open side of the water closet	a. Move control	12/1/21	Maintenance	\$1000.00
12. Drinking Fountain in break room – If fountain is higher than 27 inches above the floor, protruding more than 4 inches.	a. Add tactile warning such as permanent planter or partial walls. City's measurement is 4-1/2 inches.	12/1/21	Maintenance	Would like to review with coordinator. I don't believe this is out of spec.
13. Controls – operable parts should be no higher than 48 inches above the floor.	a. City's measurement is 49-1/2 inches above the floor.		Maintenance	If constructed before 3/15/12 and a parallel approach is provided controls can be 54 inches above the floor.
			Building was completed in 2011.	Note: If constructed before 3/15/12 grab bars do not need to be relocated; there are no space requirements above and below grab bars in the 1991 Standards.

Action Plan

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Public Entity City of Goshen – Utilities - Office Date July 25, 2019

Contact Person ADA Coordinator – Dorene Stahl

Email dorenestahl@goshencity.com Phone 574-534-8475

Issues	Solutions	Target Date	Person Responsible	Comments
<ol style="list-style-type: none"> 1. Parking – Accessible spaces – need to be identified. 2. Parking – Accessible spaces at least one should be a van accessible. 	<ol style="list-style-type: none"> a. There are no accessible spaces provided – reconfigure by repainting lines. b. Reconfigure by repainting lines for van accessible. c. Accessible spaces need to be at least 8 feet wide with an access aisle at least 5 feet wide. Van accessible space should be at least 11 feet wide with an access aisle at least 5 feet wide – Reconfigure by repainting lines and to provide van-accessible space. Need to mark the access aisle to discourage parking in them. 	2020	Maintenance/Streets	Route – Parking lot south side of building. Total Spaces – 3 Total Accessible Spaces – 0 If constructed before 3/15/12 parking is compliant if at least 1 in every 8 accessible spaces is van accessible. \$150.00

Issues	Solutions	Target Date	Person Responsible	Comments
3. Accessible route.	a. Create an accessible route so that the access aisle adjoins the accessible route.	2020	Maintenance/Streets	\$150.00
4. Signs	a. The sign needs to be identified with a sign that includes the International Symbol of Accessibility and reads "van accessible" (at the van accessible spaces). The sign should be installed so the bottom of the sign is at least 60 inches above the ground. The City's measurement for the sign above the ground is 58 inches.	2020	Maintenance/Streets	\$50.00
5. Running slope is too steep.	a. Regrade to 1:20 max. City's measurement for the running slope is 6.0%.	2020	Maintenance/Streets	\$300.00
6. Entrance - Threshold – no more than ¾ inches high.	a. Remove or replace threshold. The City's threshold measurement is 1 inch.	2020	Maintenance	\$300.00
7. Rooms & Spaces – carpet is no higher than ½ inch – suggest attach along the edges.	a. Review to see if carpet needs to be attached along the edges.	N/A	Maintenance	Remove outside rug or purchase rug with appropriate measurements.
8. Seating (conference rooms, breakrooms, toilet rooms) no access. No Public access.	a. Possible renovation or reconstruction for breakroom, toilet room, conference room with an accessible route to them. Needs to be modified for		Maintenance/Outside contractors	No public access at this time

Issues	Solutions	Target Date	Person Responsible	Comments
	accessibility. There are stairs that lead to the breakroom, toilet room and conference room.			
9. Service counters - A portion of at least one type counter should be no higher than 36 inches above the floor.	<p>a. Lower section of counter. City's measurement for counter height is 42-1/2 inches. At this time a clipboard can be used for assistance in writing checks or completing information that has been requested. Available space near counter to add an accessible desk for customers to use.</p> <p>b. If lowering counter surface, clear floor space should be at least 30 inches wide by at least 48 inches long for a forward or parallel. Forward approach – no less than 17 inches and no more than 25 inches. Reconfigure to provide a parallel or Forward approach. Knee clearance should be no less than 17 inches and no greater than 25 inches. Clearance from the floor to the bottom of the counter should be 27 inches. Please see page 29 of Access to Goods & Services.</p>	2020	Maintenance/Outside contractors	<p>Purchase sliding tray to assist customers.</p> <p>\$300.00</p>
10. Toilet Rooms	<p>a. Not available to public – No accessible toilet room – Reconfigure toilet room or combine toilet room to create one unisex accessible toilet room. Install tactile signs at accessible toilet room with International Symbol of Accessibility. Will require an accessible route to the</p>		Maintenance/ Outside contractors	Not accessible to public at this time.

Issues	Solutions	Target Date	Person Responsible	Comments
	accessible toilet room. Review all measurements and requirements for entrance, clear path, clear floor space, lavatory, water closet; grab bars, mirror, coat hook, soap dispensers, towel dispenser, etc.			

Action Plan

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Public Entity City of Goshen – Wastewater Treatment Plant Date August 2, 2019

Contact Person ADA Coordinator – Dorene Stahl

Email dorenestahl@goshencity.com Phone 574-534-8475

Issues	Solutions	Target Date	Person Responsible	Comments
1. Parking – Adequate number of accessible spaces provided.	<ul style="list-style-type: none"> a. Reconfigure by repainting lines. Need one accessible space. At least 8 feet wide with aisle at least 5 feet wide. b. Need one van accessible space – reconfigure by repainting lines. At least 11 feet wide with access aisle at least 5 feet wide. c. Access Aisles – need to be marked so as to discourage parking in them. Mark access aisles. d. The access aisles should adjoin an accessible route. Create and accessible route or relocate accessible space. 	A - D July 2020	Maintenance/Street Department	<p>Total Spaces – 17 Total Accessible Spaces – 0</p> <p>If constructed before 3/15/12, parking is compliant if at least 1 in every 8 accessible spaces is van accessible.</p>

Issues	Solutions	Target Date	Person Responsible	Comments
2. Signs – Accessible spaces identified with a sign	<ul style="list-style-type: none"> a. Install signs that include the International Symbol of Accessibility. b. Install a sign that reads “van accessible” at van accessible spaces. 	A & B July 2020	Maintenance/Street Department	
3. Parking Spaces	<ul style="list-style-type: none"> a. Reconfigure spaces so the spaces are located on the closest accessible route to the accessible entrance. 	July 2020	Maintenance/Street Department	
4. Entrance – sign	<ul style="list-style-type: none"> a. Install sign – at the accessible entrance with the International Symbol of Accessibility. At inaccessible entrances have signs indicating the location of the nearest accessible entrance. b. Threshold at the entrance should be no more than ¾ inch high with the top ½ inch beveled no steeper than 1:2, if the threshold was installed before the 1991 ADA Standards went into effect. The City’s measurement for the threshold is 1 inch. c. Door – Adjust closer must take at least 5 seconds to close from an open position of 90 degrees to a position of 12 degrees from the latch. City’s Measurement was 3 seconds. 	<ul style="list-style-type: none"> July 2020 Sept 2020 Sept 2020 	Maintenance	<p>Will raise or replace concrete slab to meet requirements.</p> <p>\$500</p>

Issues	Solutions	Target Date	Person Responsible	Comments
	d.			
5. Access to Goods & Services – Objects on circulation path through public areas. Drinking fountains should protrude no more than 4 inches.	a. Add tactile warning such as partial walls for protection. Bottom leading edge should be at least 27 inches or lower above the floor.	July 2020	Maintenance	Cooler is ADA compliant so a partial wall is needed.
6. Access to Goods & Services - Interior Doors – Conference Rooms - Lobby	a. Add automatic door opener – need at least 18 inches of maneuvering clearance beyond the latch side plus at least 60 inches clear depth. City’s measurement is 14 inches. b. Install power-assisted or automatic door openers (Lobby). 5 pound maximum. c. Adjust closer – Install automatic door opener in Lobby. Must take at least 5 seconds to close. d	Add to 2021 budget	Maintenance	This might require moving a wall. New entry doors are required. Remodel entryway. Est. \$40,000
7. Toilet Rooms –Entrance doors should open easily.	a. Adjust or replace closers – 5 pounds maximum. City’s measurement was more than 5 pounds.	Sept 2020	Maintenance	\$400 each (4 doors)
8. Toilet Rooms – Mirror no higher than 40 inches above the floor	a. Lower the mirror - The City’s measurement is 54-1/2 inches, needs to be no higher than 40 inches above the floor.	Sept 2020	Maintenance	
9. Toilet Rooms – Coat Hook no less than 15 inches a no greater than 48 inches above the floor.	a. Adjust hook – The City’s measurement is 69-1/2 inches – needs to be no greater than 48 inches above the floor.	Sept 2020	Maintenance	

Issues	Solutions	Target Date	Person Responsible	Comments
10. Toilet Rooms – Lavatories	<p>a. Clear floor space no less than 17 inches and no greater than 25 inches of the clear floor space extend under the lavatory so that a person using a wheelchair can get close enough to the faucet. City's measurement is 27 inches. Alter lavatory or replace lavatory.</p> <p>b. Front of lav or counter surface (whichever is higher) should be no more than 34 inches above the floor. Alter lavatory or replace. City's measurement is 34-1/4 inches above the floor.</p> <p>c. Pipes below the lavatory need to be insulated. Install insulation</p> <p>d. Soap Dispensers that are not over an obstruction need to be no higher than 48 inches. City's measurement is 48-1/4 inches. Adjust dispensers</p> <p>e. Towel dispenser – the operable parts of the hand dryer or towel dispenser – above lavatories or counters no less than 20 inches and no greater than 25 inches deep; no higher than 44 inches above the floor. City's measurement is 52 inches. Adjust dispensers or replace with or provide additional accessible dispensers.</p> <p>f. FYI - Grab bars – if mounted no less than 33 inches and no greater than 36 inches above the floor to the top of the gripping surface.*</p>	2021 budget	Maintenance	<p>*If constructed before 3/15/12 grab bars do not need to be relocated; there are no space requirements above and below grab bars in the 1991 Standards.</p> <p>Sinks will be replaced with proper size to meet ADA.</p> <p>A – E will be done at the same time.</p> <p>F. Grab bars were installed in 1994 plant upgrade.</p> <p>Toilet will need to be replaced with flush handle on the opposite side. \$400</p>

Issues	Solutions	Target Date	Person Responsible	Comments
	City's measurement is 37 inches above floor. g. Flush control – must be on the open side of the water closet. Move control to open side.			
11. Additional Access – Drinking fountains	a. If there is more than one drinking fountain, is there a standing persons. Install new drinking fountain for standing height. No lower than 38 inches and no higher than 43 inches above the floor. b. Bottom edge of fountain – front of fountain protrudes more than 4 inches. Add tactile warning such as partial walls.		Maintenance	

Action Plan

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Public Entity City of Goshen – Water & Sewer Date August 2, 2019

Contact Person ADA Coordinator – Dorene Stahl

Email dorenestahl@goshencity.com Phone 574-534-8475

Issues	Solutions	Target Date	Person Responsible	Comments
1. Parking – If constructed before 3/15/12, parking is compliant if at least 1 in every 8 accessible spaces is van accessible.	a. Reconfigure by repainting lines. See below dimensions for parking spaces.	July 2020 \$150.00	Streets	Total Parking Spaces – 42 Total Accessible Spaces - 1
2. Parking – accessible space needs to be 8 feet wide and aisle at 5 feet wide	a. Add space 8 feet with access aisle at least 5 feet. Reconfigure by repainting lines.	July 2020 \$150.00	Streets	
3. Parking – van accessible space. Needs to be 11 feet wide and aisle at 5 feet wide	a. Reconfigure to provide van accessible space. The City's measurement for van	July 2020	Streets	

Issues	Solutions	Target Date	Person Responsible	Comments
	accessible is 8 feet 6 inches x 9 feet 3 inches.	\$150.00		
4. Parking – accessible spaces identified with sign includes International Symbol of Accessibility.	a. Install signs that with International Symbol and install sign reading “van accessible”. Bottom of the sign should be at least 60 inches above the ground.	July 2020 \$50.00	Streets	
5. Entrance – need sign at the accessible entrance. One entrance.	a. Install sign at entrance with International Symbol of Accessibility.	July 2020 \$50.00	Maintenance	
6. Controls – operable parts should be no higher than 48 inches above the floor.	a. Change height of control – if constructed before 3/15/12 and a parallel approach is provided; controls can be 54 inches above the floor. The City’s measurement is 49 inches.	March 2020 \$40.00	Maintenance Middlebury Electric	
7. Seating – General – one space at least 36 inches wide and 48 long.	a. Move furniture and equipment to provide space (conference room).		N/A	As needed
8. Counters – Counter cannot be more than 36 inches above floor and at least 36 inches long.	a. Lower section of counter – current counter is at 36-1/4 inches above the floor.	2024 \$500.00	Maintenance or outside contractor	
9. Counter – clear floor space 30 inches wide x 48 inches long for a forward or parallel approach.	a. Reconfigure to provide a parallel or forward approach.	2024 \$500.00	Maintenance or contractor	
10. Counter – parallel approach or forward approach	a. If a parallel approach is not possible, a forward approach is required. For forward approach, reconfigure to provide knee clearance no less than 17 inches, no greater than 25 inches. b. Reconfigure to provide knee clearance. At least 27 inches	2024 \$500.00	Maintenance or contractor	

Issues	Solutions	Target Date	Person Responsible	Comments
11. Toilet Rooms – signs	a. Install signs at inaccessible toilet rooms that give directions to accessible toilet rooms.	July 2020 \$50.00	Maintenance	
12. Toilet Rooms – signs at accessible toilet rooms.	a. Install sign at accessible toilet room with International Symbol of Accessibility.	July 2020 \$50.00	Maintenance	
13. Toilet Rooms – signs at accessible toilet rooms	a. Install tactile sign and relocate sign at Toilet Rooms. Baseline of the lowest character is at least 48 inches above the floor and the baseline of the highest character is no more than 60 inches above the floor.	July 2020 \$50.00 Will need to order	Maintenance	If constructed before 3/15/12 and a person may approach within 3 inches of the sign without encountering protruding objects or standing within the door swing, relocation is not required.
14. Toilet Rooms – Hardware operable with one hand	a. Replace inaccessible knob with lever, loop or push hardware or add automatic door opener.	March 2020	Maintenance	
15. Toilet Rooms – clear floor space to turn around i.e. a circle at least 60 inches in diameter or a T-shaped space within a 60 inch square. Toilet Rooms – single user if door swings in an over a clear floor space at an accessible fixture, is there clear floor space at least 30 x 48 inches beyond the swing of the door.	a. Move or remove partitions, fixtures or objects such as trash cans. b. City’s measurement is 27 x 45 inches. Reverse door swing or alter toilet room.	March 2020 Will reverse door	Maintenance	
16. Toilet Rooms – mirror over lavatory, no higher than 40 inches above the floor, and coat hook no greater than 40 inches above floor.	a. Lower the mirror. City’s mirror measurement is 46-1/2 inches above the floor. b. Adjust hook. City’s coat hook measurement is 66 inches above the floor.	March 2020 Will add another mirror \$30.00	Maintenance	

Issues	Solutions	Target Date	Person Responsible	Comments
<p>17. Toilet Rooms – pipes below the lavatory.</p> <p>Toilet Rooms – Soap dispenser is not over an obstruction: should be no higher than 48 inches above the floor.</p>	<p>a. Install insulation to protect against contact.</p> <p>b. The City’s soap dispenser is 50 inches above the floor. Lower soap dispenser to 48 inches above the floor.</p>	March 2020	Maintenance	
<p>18. Toilet Rooms – centerline of the water closet no less than 16 inches and no greater than 18 inches from the side wall.</p>	<p>a. City’s measurement is 25-1/2 inches from the side wall. Move partition, move or replace toilet – if possible?</p>	2022	Maintenance/Contractor	
<p>19. Toilet Rooms – Grab bar should be at least 42 inches long the side wall. Grab bar should be located no more than 12 inches from the rear wall</p>	<p>a. Does not meet requirements – City’s measurement is 39 inches long on the side wall and 2 inches from the rear wall. Install grab bar, unless constructed before 3/15/2012* See Comments Section.</p>	March 2020 install grab bar \$40.00	Maintenance/Contractor	*If constructed before 3/15/12 grab bars do not need to be relocated; there are no space requirements above and below grab bars in the 1991 Standards.
<p>20. Toilet Rooms – Grab bar should be no less than 33 inches and no greater than 36 inches above the floor to the top of the gripping surfaces.</p> <p>Toilet Rooms – Grab bar should be at least 36 inches long on the rear wall.</p> <p>Toilet Rooms – Grab bars should extend at least 24 inches on the open side.</p> <p>Toilet Rooms – Grab bars that are mounted should be no more than 33 inches and no greater than 36 inches above the floor to the top of the gripping surface.</p>	<p>a. Install grab bar – City’s measurement is 36-1/2 inches above the floor. Unless constructed before 3/15/2012 – See Comments Section*.</p> <p>b. Install grab bar – City’s measurement is 33 inches long. See Comments Section*</p> <p>c. Open side – the City’s measurement is 16 inches on the open side. See Comments Section *</p> <p>d. Mounted – the City’s measurement is 36-1/2 inches above the floor. See Comments Section*</p>	March 2020 install grab bar \$40.00	Maintenance	*If constructed before 3/15/12 grab bars do not need to be relocated; there are no space requirements above and below grab bars in the 1991 Standards

Issues	Solutions	Target Date	Person Responsible	Comments
21. Toilet Rooms – flush control on open side of water closet.	a. Move control	2022	Maintenance	
22. Toilet Rooms – paper dispenser should be located no less than 7 inches no greater than 9 inches from the front of the water closet to the centerline of the dispenser.	a. City's measurement's is 22 inches. See Comments Section*	*	Maintenance	*If constructed before 3/15/12 dispenser does not need to be relocated if it is within reach from the water closet seat; the 1991 Standards do not specify distance from the front of the water closet.
23. Drinking fountain	Not for use for the public. Not operable.	Done August 2019		Not sure what if this should be fix or taken out.