

# Chesterfield Town Offices



## Town of Chesterfield ADA Transition Plan

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### Chesterfield Town Offices

Year Built: 1940

#### Background

The Chesterfield Town Offices is located at 522 Main Road, and has one floor open to the public. The building holds the Town Clerk, Police Station, Board of Assessors, Tax Collector, Treasurer, Historical Commission, and Select Board offices. There is also a single-user toilet room.

The main entrance is accessed via a ramp located on the back of the building. There are two (2) emergency egresses in use but only one is accessible; an additional emergency exit is located on the north side of the building, but that exit is currently not in use.

#### Key Accessibility Issues

##### Exterior Routes

The ramp leading to the accessible entrance has a slope greater than the maximum allowed.

##### Interior Accessible Route

Lack of the minimum 36" clear width at the accessible routes due to the location of furniture (Tax Collector's office, Treasurer's office, Assessor's office and Town Clerk's office).

##### Doors

Accessibility issues include doors throughout the building with hardware that requires tight grasping, pinching or twisting of the wrist and a few doors that lack the required maneuvering clearance.

##### Signage

Accessibility issues include lack of signs with the required braille and raised characters and that are mounted higher than the maximum allowed.

##### Single-User Toilet Room

Accessibility issues include flush control not located on the open/transfer side of the toilet, lack of insulated pipe at lavatory and mirror mounted higher than the maximum allowed. Other accessibility issues include grab bars located lower than the minimum allowed, coat hook mounted higher than the maximum allowed and a shelf that protrudes into the circulation path.

##### Other Accessibility Issues





- The service counter at the Police Station is higher than the maximum allowed.
- Work Surfaces without the required knee clearance (Select Board office and Assessor's office) or higher than the maximum allowed (meeting room).
- Lack of drinking fountains for seated and standing users.
- Lack of compliant access aisle at the accessible parking spaces.

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




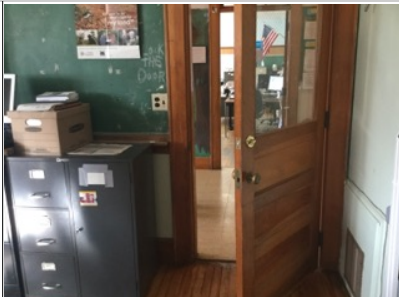
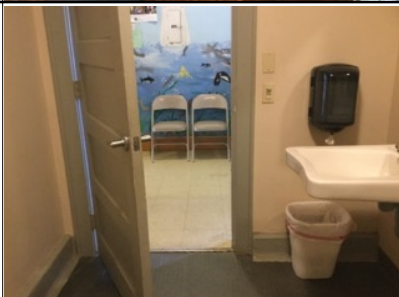
- Repair to exterior ramp: \$12,000
- Provide accessible door hardware: \$1,936
- Provide compliant signage (raised and braille characters): \$1,160
- Provide accessible work surfaces: \$1,050
- Alteration to toilet room: \$1,838
- Provide a High-Low drinking fountain: \$2,108
- Miscellaneous Corrective Action (parking, service counter, etc.): \$590

**Total: \$20,682**





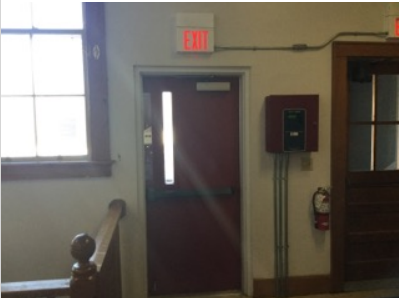
**Town of Chesterfield  
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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
<b>Approach and Entrance</b>												
<b>Off-Street Parking Lot or Garage</b>												
1	Parking Lot	Ext.		Off-Street Parking Lot or Garage	Visitor		Access aisle < 96" wide at van space Sign bottom < 60" above finished grade	56" -	Provide a marked access aisle that is at least 96" wide. Locate sign with the bottom of the sign 60" min. above the ground and the top of the sign 96" max. above the ground.	1	150	\$150
<b>Ramp</b>												
2	Accessible Entrance	Ext.		Ramp	Exterior		Running slope >1:12 (8.33%)	9.6%	Reduce running slope to be no steeper than 1:12 (8.33%).	1	12000	\$12000
<b>Access to Goods and Services</b>												
<b>Interior Access Route</b>												
3	Tax Collector and Treasurer	1		Interior Access Route	N/A		Route < 36" wide	29"	Ensure that a clear width of 36" min. is maintained at the accessible route.	1	Labor	\$0
4	Assessors	1		Interior Access Route	N/A		Route < 36" wide	28.5"	Ensure that a clear width of 36" min. is maintained at the accessible route by moving the box.	1	Labor	\$0






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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
5	Assessors	1		Interior Access Route	N/A		Route < 36" wide	22"	Ensure that a clear width of 36" min. is maintained at the accessible route.	1	Labor	\$0
6	Town Clerk	1		Interior Access Route	N/A		Route < 36" wide	21"	Ensure that a clear width of 36" min. is maintained at the accessible route.	1	Labor	\$0
7	Single-User Toilet Room	1		Interior Access Route	N/A		Obstructed by protruding objects	11.25"	Relocate or remove shelf so it does not protrude into the circulation path.	1	Labor	\$0
<b>Doors, Doorways, &amp; Gates</b>												
8	Meeting Room	1		Doors, Doorways, & Gates	Meeting Room		Maneuvering clearance(s) not provided	9"	Relocate the file cabinet to maintain the 18" min. maneuvering clearance at the door.	1	Labor	\$0
9	Single-User Toilet Room	1		Doors, Doorways, & Gates	Toilet Room		Maneuvering clearance(s) not provided	8.5"	Provide an automatic door opener.	1	1530	\$1530





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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
10	Town Clerk	1		Doors, Doorways, & Gates	Office		Maneuvering clearance(s) not provided	14"	Keep door open during business hours.	1	Labor	\$0
11	Throughout Building	1		Doors, Doorways, & Gates	Circulation		Hardware not operable with a closed fist	-	Provide hardware that can be operable with one hand and not require tight grasping, pinching or twisting of the wrist.	7	242	\$1694
12	Stairway Entrance Door Next to Accessible Entrance	1		Doors, Doorways, & Gates	Other		Hardware not operable with a closed fist	-	Provide hardware that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist.	1	242	\$242
<b>Signage</b>												
13	Throughout Building	1		Signage	Designation		Raised characters not provided Braille not provided	- -	Provide text with raised characters duplicated in braille.	7	116	\$812
14	Accessible Entrance	1		Signage	Egress		Raised characters not provided Braille not provided	- -	Provide text with raised characters duplicated in braille.	1	116	\$116

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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
15	Stairway Entrance Door Next to Accessible Entrance	1		Signage	Egress		Raised characters not provided Braille not provided	- -	Provide text with raised characters duplicated in braille.	1	116	\$116
16	Single-User Toilet Room	1		Signage	Designation		Braille not provided Raised characters not provided Sign not located on the latch side of the door	- - -	Provide text with raised characters duplicated in braille. Locate sign at permanent rooms alongside the door on the latch side.	1	116	\$116
<b>Service Counter</b>												
17	Police Station Counter and Finger Printing Station	1		Service Counter			Counter > 36" high	39.75"	Provide a counter that is 36" max. above the ground or finish floor.	1	440	\$440
<b>Dining or Work Surfaces</b>												
18	Select Board	1		Dining or Work Surfaces	Work Surface		Knee or toe clearance not provided	26.5"	Provide a work surface with 27" min. knee and toe clearance.	1	350	\$350
19	Assessors	1		Dining or Work Surfaces	Work Surface		Knee or toe clearance not provided	26.25"	Provide a work surface with 27" min. knee and toe clearance.	1	350	\$350

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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
20	Voting Area in Meeting Room	1		Dining or Work Surfaces	Work Surface		Top of dining/work surface < 28" or > 34"	41"	Provide a work surface with top between 28"-34" above the floor and 27" clear height underneath.	1	350	\$350
<b>Toilet &amp; Bathing Rooms</b>												
<b>Lavatory</b>												
21	Single-User Toilet Room	1		Lavatory	N/A		Plumbing underneath is exposed	-	Insulate or otherwise configure pipe to prevent contact at lavatory.	1	46	\$46
<b>Single-User Toilet</b>												
22	Single-User Toilet Room	1		Single-User Toilet	N/A		Flush control not on open side Hook located > 48" high	- 64.25"	Relocate the flush control to the transfer/open side. Locate hook no higher than 48" above the finish floor.	1	262	\$262
<b>Additional Access</b>												
<b>Drinking Fountains</b>												
23	Hallway	1		Drinking Fountains	Low		Operable parts malfunctioning No drinking fountain provided for standing users No drinking fountain provided for seated users	- - -	Replace with a PãŠo drinking fountain.	1	2108	\$2108