

# **vsa**

## **T E X A S**

**The State Organization  
on Arts and Disability**



This ATX Go! survey will assist with gathering current data on Austin's most popular cultural venues, events and festivals.



**INTRODUCTION:** This survey was developed for a VSA Texas grant project funded by the City of Austin Cultural Contract Office. The purpose of the grant project is to design and develop an online cultural guide to Austin’s cultural arts facilities. This survey will have information useful to everyone with the emphasis focusing on accessibility for persons with different abilities.

**What This Survey is Not:**

It does not attempt to illustrate all possible barriers or propose all possible barrier removal solutions. This survey’s primary function is to gather information to assist visitors and the community at-large of the basic/minimal accessibility information necessary to facilitate participation. This document is not to be construed as legally binding.

**Priorities for review:**

This checklist/survey is based on the four priorities:

- ✓ Priority 1: Accessible **approach and entrance**
- ✓ Priority 2: Access to **goods and services**
- ✓ Priority 3: Access to **rest rooms**
- ✓ Priority 4: Any **other measures** necessary including but not limited to: visual alarms, captioning, emergency plans, usable lighting, sound levels, website(s), policies pertaining to service dogs and sign language interpreters.

**How to Use This Checklist**

**Get Organized:** It is strongly recommended that you invite two or three additional people, including people with various disabilities and accessibility expertise to assist in identifying barriers, and/or developing solutions. Think about each space or policy/practice from the perspective of people with physical, hearing, visual, and cognitive/intellectual disabilities, noting areas that need improvement as appropriate.

**Notes:** Checked boxes indicate that the element observed is available, if not, do not mark it. Make notes about the element as observed. For example: Main entrance may not have an accessible route, but an alternate route is observed and made available.

**Summarize Barriers and Solutions:** List barriers found and ideas for their removal.

**Maintain Documentation:** Keep your survey, notes, summary, record of work completed, and plans for alternative methods on file. Make one quick review of the survey before leaving the facility to ensure accuracy and completeness.

**Follow Up:** Provide VSA Texas with results of the survey for assessment and consultation.

**Venue:** \_\_\_\_\_ **Contact Name:** \_\_\_\_\_

**Contact Phone:** \_\_\_\_\_ **Date:** \_\_\_\_\_

## **Priority 1: Accessible Approach/Entrance**

People with disabilities should be able to arrive on the site, approach the building, and enter as freely as everyone else. At least one route of travel should be safe and accessible for everyone, including people with disabilities.

### **Route of Travel**

- Is there a route of travel that does not require the use of stairs?
- Is the route of travel stable, firm and slip-resistant?
- Do patrons have to leave the pavement to access the event (in a park for example)?
- Is the route at least 36 inches wide or standard wheelchair width?
- Do curbs on the route have curb cuts at drives, parking, and drop-offs?
- Can all objects protruding into the circulation paths be detected by a person with a visual disability using a white cane?

***NOTE:*** *In order to be detected using a cane, an object must be within 27 inches, or about, off the ground. Objects hanging or mounted overhead must be higher than 80 inches, or about, to provide clear head room.*

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### **Ramps**

Slope is given as a ratio of the height to the length. For a 1:12 maximum slope, **at least** one foot of ramp length is needed for each inch of height.

- Are the slopes of ramps no greater than 1:12?
- Do all ramps longer than 6 feet have railings on both sides?
- Are ramps non-slip?
- Is there a 5-foot-long level landing at every 30-foot horizontal length of ramp, at the top and bottom of ramps and at switchbacks?

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**Parking and Drop-Off Areas, Public Transit, Vehicle Hailing Services**

- Are there an adequate number of accessible parking spaces available (8 feet wide for car plus 5-foot access aisle)?
- Is there valet service?
- Is there a covered drop-off area?
- Is there a parking area which requires the driver to take a parking ticket?
- Is there public transit access to/from the venue?
- Is ride hailing service available?

**Total Parking Spaces Accessible**

**NOTE: At least one of every 8 accessible spaces must be van-accessible (with a minimum of one van-accessible space in all cases).**

- Are 8-foot-wide spaces, with minimum 8-footwide access aisles, and 98 inches of vertical clearance, available for lift-equipped vans?
- Are the access aisles part of the accessible route to the accessible entrance?
- Are the accessible spaces closest to the accessible entrance?
- Are accessible spaces marked with the International Symbol of Accessibility?
- Are there signs reading “Van Accessible” at van spaces?

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## Entrance

**(NOTE: Use of a “service entrance” as the accessible entrance is only acceptable if there is no other option.)**

- If there are stairs at the main entrance, is there also a ramp or lift, or is there an alternative accessible entrance?
- Do all inaccessible entrances have signs indicating the location of the nearest accessible entrance?
- Can the alternate accessible entrance be used independently?

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## Doors/Entryways:

- Do the entrance & exit doors have at least 32 inches clear opening?
- If double doors, is at least one 32-inch leaf?
- Is the threshold edge 1/4-inch high or less, or if beveled edge, no more than 3/4-inch high?
- If provided, are carpeting or mats a maximum of 1/2-inch high?
- Are edges securely installed to minimize tripping hazards?
- Is the door handle operable with a closed fist?
- Can doors be opened without too much force (exterior doors reserved; maximum is 5 lbs. for *interior* doors)? You will need to judge subjectively whether the door is easy enough to open.
- If the door has an automatic closer, does it take at least 3 seconds to close?

## Thresholds (other than the entrance):

- Is the threshold edge 1/4-inch high or less, or if beveled edge, no more than 3/4-inch high?
- Is the threshold a significant bump, causing difficulty or safety hazard?
- If provided, are carpeting or mats a maximum of 1/2-inch high?
- Are edges securely installed to minimize tripping hazards?

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## **Priority 2: Access to Goods and Services**

### **Horizontal Circulation**

- Does the accessible entrance provide direct access to the main floor, lobby, or elevator?
- Are all public spaces on an accessible route of travel?
- Is the accessible route to all public spaces at least 36 inches or standard wheelchair width?
- Is there a 5-foot circle or a T-shaped space for a person using a wheelchair to reverse direction?

### **Outdoor events or food trailers customers may need to ask for assistance**

- Is there a policy or practice to assist customers with disabilities to access goods and services?
- Is there an accessible route of travel leading to the events and trailers?

### **Rooms and Spaces**

- Are all aisles and pathways to goods & services at least 36 inches wide or standard wheelchair width?
- Is there a 5-foot circle or T-shaped space for turning a wheelchair completely?
- Is carpeting low-pile, tightly woven, and securely attached along edges?
- In circulation paths through public areas, are all obstacles cane-detectable (located within 27 inches of the floor or higher than 80 inches, or protruding less than 4 inches from the wall)?

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## **Emergency Egress**

- If emergency systems are provided, do they have both flashing lights and audible signals?
- Are the exits clearly marked and clear of obstacles?
- Do you or the organization have an emergency preparedness plan?
- Are staff trained to call 911, when necessary, in the event of an emergency?

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## **Signage for Goods and Services**

- Are signs mounted on wall adjacent to latch side of door, or as close as possible?
- Raised characters, sized between 5/8 and 2 inches high, with high contrast (for room numbers, rest rooms, and exits).
- Brailled text of the same information.
- If pictogram is used, it must be accompanied by raised characters and braille.
- Is the signage easy to understand by the general public, persons with cognitive and/or intellectual disabilities or visitors from foreign countries?
- Are icons/pictorials used?
- Is Limited English Proficiency (LEP) addressed by alternative languages or international symbols/icons?

## **Directional and Informational Signage**

- Are they mounted and do they have letters at least 3 inches high, with high contrast, and non-glare finish?
- Are they easy to understand?
- Use of Icons/pictorials?
- Is Limited English Proficiency (LEP) addressed?
- Are QR codes available? Quick Response codes: 



**Notes:** \_\_\_\_\_  
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**Controls**

- Are all controls that are available for use by the public (including games and self-service vending machine controls) located at an accessible height of 48 inches?

**Reach ranges**

- Is the maximum height for a side reach 48 inches?
- Is the maximum length for a forward reach 48 inches?
- Is the minimum reachable height 15 inches for a front approach and 9 inches for a side approach?
- Are they operable with a closed fist?

**Seats, Tables, and Counters**

- Are the aisles between fixed seating (other than assembly area seating) at least 36 inches or standard wheelchair width?
- Are there obstacles when going through the path?
- Are there spaces for wheelchair seating distributed throughout?
- Are the tops of tables or counters between 28 and 34 inches high?
- Are knee spaces at tables at least 27 inches high, 30 inches wide, and 19 inches deep?
- At each type of cashier counter, is there a portion of the main counter that is no more than 36 inches high?
- Is there a portion of food-ordering counters that is no more than 36 inches high, or is there space at the side for passing items to customers who have difficulty reaching over a high counter?
- Are staff trained to assist when necessary or requested?

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## **Vertical Circulation**

- Are there ramps, lifts, or elevators to all public levels?
- On each level, if there are stairs between the entrance and/or elevator and essential public areas, is there an accessible alternate route?

**Stairs** The following questions apply to stairs connecting levels not serviced by an elevator, ramp, or lift.

- Do treads have a non-slip surface?
- Do stairs have continuous rails on both sides, with extensions beyond the top and bottom stairs?
- Is there an alternate route without steps?

## **Elevators**

- Are there both visible and verbal/audible door opening & closing and floor indicators? (1 tone = up, 2 tones = down)?
- Are the call buttons in the hallway no higher than 42 inches?
- Are there any obstacles in front of the call buttons?
- Do the controls inside the cab have raised and braille lettering?
- Is there a sign on both door jambs at every floor identifying the floor in raised and braille letters?
- If an emergency intercom is provided, is it usable without voice communication?
- Is the emergency intercom identified by braille and raised letters?
- Can the emergency intercom box be opened with a closed fist?

## **Lifts (commonly referred to as patio or platform lifts)**

- Can the lift be used without assistance? If not, is a call button provided?
- Are the staff trained to use the lift safely if assistance is provided?
- Is there at least 30 by 48 inches (standard wheelchair dimensions) of clear space for a person in a wheelchair to approach to reach the controls and use the lift?
- Are controls between 15 and 48 inches high (up to 54 inches if a side approach is possible)?
- If the lift is inoperable, are staff trained to assist or is there an alternate route?

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## **Priority 3: Usability of Rest Rooms**

### **Getting to the Rest Rooms (or porta-potty)**

- If rest rooms are available to the public, is at least one rest room fully accessible? (Either one for each sex, or unisex)
- Do inaccessible rest rooms give directions to the nearest accessible ones?

### **Rest room Doorways and Passages**

- Is there tactile signage identifying rest rooms?
- Are there signs on the wall outside of the door?
- Are pictograms/ symbols used to identify rest rooms, and, if used, are raised characters and braille included below them?
- Is the doorway at least 32 inches or standard wheelchair width, clear?
- Are doors equipped with accessible handles 48 inches high or less?
- Do doors have an automated opening button inside and out?
- Can doors be opened easily (5 lb. maximum force)?
- Does the entry configuration provide adequate maneuvering space for a person using a wheelchair?

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### **Lavatories**

- Is there a 36-inch-wide path to all fixtures? Faucets, soap dispenser, paper dispenser, trash bin?
- Is the mirror mounted with the bottom edge of the reflecting surface useable?
- Can the faucets and dispensers, trash receptacle be reached by a sitting position?

**Stalls**

- Is the stall door operable, inside and out?
- Is there a wheelchair-accessible stall that has an area of at least 5 feet by 5 feet, clear of the door swing?
- Is there a stall that is less accessible but that provides greater access than a typical stall?
- In the accessible stall, are there grab bars behind and on the side wall(s) nearest to the toilet?
- Is the toilet seat 17 to 19 inches high?
- Does the stall door open in or out? \_\_\_\_\_
- Is the toilet paper dispenser reachable/useable?
- Is the flushing mechanism (for toilets and urinals) reachable/useable?

**Family/baby changing rooms**

- Are all features free of obstructions and has an area of at least 5 feet by 5 feet, clear space?
- Is the diaper changing platform secured upright (as a safety caution for visually and otherwise disabled patrons)?

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## **Priority 4 : Additional Access, other measures**

When amenities such as drinking fountains and public telephones are provided, they should also be accessible to people with disabilities.

### **Drinking Fountains**

- Is there at least one fountain with clear floor space of at least 30 X 48 inches in front?
- Are cups available with water dispensers?
- Is there one fountain with its spout no higher than 36 inches from the ground, and another with a standard height spout (or a single “hi-lo” fountain)?
- Are controls mounted on the front or on the side near the front edge, and operable with one closed fist?
- Is each water fountain cane-detectable (located within 27 inches of the floor)?

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### **Other Services**

- Is there a policy for the use of service animals?
- Is there a “green area” for service animals to relieve themselves?
- Is the organization’s website accessible in accordance with Section 508 regulations?
- Are Assistive Listening devices available?
- Is there a policy/practice to maintain usability of adaptive equipment? (Batteries in assistive listening devices?)
- Is captioning available? (must be OPEN Captioned if monitors are available)
- Is information available in alternative formats such as braille, large print, audio, digital, QR codes, etc.?
- Are Visible/ Audible Alarms provided?
- Are sound and lighting levels tested/monitored?
- In Standing Room Only (SRO) events, are there Reserved Seating areas for persons with mobility, hearing, visual disabilities, or other needs in the line of sight and view of the stage and interpreters?

- Is there a policy for Sign Language Interpreters and Audio Description accommodation services?
- What is the policy for purchasing tickets in the reserved/accessible seating areas?
- If ticket purchases are available online, is the process accessible to persons with disabilities and secure?
- Are staff trained to assist patrons with disabilities (health issues, companions, family members, etc.) in escorting, guiding to seating and/or accessible areas?

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**Observations:** \_\_\_\_\_  
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