

Accessibility Checklist for Existing Facilities

1. This checklist is meant for educational and reference purposes only. The use or reference of this document does not relieve responsibility to comply with adopted codes and laws.
2. The purpose of this checklist is to combine information from 2010 Americans with Disabilities Act, and codes adopted by Chapter 5 of the [South Carolina Manual for Planning and Execution of State Permanent Improvements](#) that affect accessibility on Clemson-owned property and provide direction toward the most likely restrictive criteria in each case.
3. This checklist is meant to be a companion document to the publicly available checklist available at www.adachecklist.org. It is organized in a like manner to the linked checklist with sections and priority headings being the same.
4. The column on the left side of the checklist will indicate the source of the referenced criteria. Any decimal number (i.e.: 1.9) indicates that the information comes from the 2010 Americans with Disabilities Act. It also corresponds to the same line item within each section and any diagrams that are included in the checklist available at www.adachecklist.org.
5. When other governing articles provide the most likely restrictive criteria, it will be listed instead of the decimal number referenced above. The 2021 International Building Code is abbreviated as 2021 IBC, and the 2017 Edition of ICC A-117.1 is abbreviated as A-117.1-2017.
6. The blue number in parenthesis after each checklist item description gives the section of the governing article that the criteria was pulled from for reference.
7. Review any scoping requirements within the International Existing Building Code adopted as described in item 2 above prior to using this checklist.



ADA CheckList for Existing Facilities

Building

Date _____

Inspected by:

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Priority 1 - Approach & Entrance

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Priority 2 - Access to Goods & Services

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	Yes	No	Measure	Yes	No	Measure	Yes	No	Measure	Yes	No	Measure	Yes	No	Measure
Elevators															
2.22 If there is a full size or LULA elevator, are the call buttons no higher than 54 inches above the floor? (407.2.2.1)															
2.23 If there is a full size or LULA elevator, does the sliding door reopen automatically when obstructed by an object or person? (407.3.3)															
2.24 If there is a LULA elevator with a swinging door:															
Is the door power-operated? (408.3.2.1)															
Does the door remain open for at least 20 seconds when activated? (403.3.2) Time?															
2.25 If there is a full size elevator:															
Is the interior at least 54 inches deep by at least 36 inches wide with at least 16 sq. ft. of clear floor area? (407.4.1)															
Is the door opening width at least 32 inches? (407.4.1)															
2.26 If there is a LULA elevator, is the interior:															
At least 51 inches deep x 51 inches wide with a door opening width of at least 36 inches? (408.4.1)															
or At least 54 inches deep by at least 36 inches wide with at least 15 sq. ft. of clear floor area and a door opening width of at least 32 inches? (408.4.1)															
2.27 If there is a full size or LULA elevator, are the in-car controls:															
No less than 15 inches and no greater 48 inches above the floor? (407.6.1)															
or Up to 54 inches for a parallel approach? (407.4.6.1)															
2.28 If there is a LULA elevator, are the in-car controls centered on a side wall? (408.4.6)															
2.29 If there is a full size or LULA elevator: (407.4.7.1, 703.2)															
Are the car control buttons designated with raised characters?															
Are the car control buttons designated with Braille?															
2.30 If there is a full size elevator, are there audible signals which sound as the car passes or is about to stop at a floor? (407.4.8)															
2.31 If there is a full size or LULA elevator: (407.2.3, 408.2.3)															
Is there a sign on both door jambs at every floor identifying the floor?															
Is there a tactile star on both jambs at the main entry level?															
Do text characters contrast with their backgrounds?															
Are text characters raised?															
Is there Braille?															
Is the sign mounted between 48 inches to the baseline of the lowest character and 60 inches to the baseline of the highest character above the floor?															
Measurement															
Platform Lifts															
2.32 If a lift is provided, can it be used without assistance from others? (410.1)															
Is there a clear floor space at least 36 inches wide by at least 48 inches long for a person using a wheelchair to approach and reach the controls to use the lift? (410.5)															
2.34 Are the lift controls no less than 15 inches and no greater than 48 inches above the floor? (410.5)															
2.35 Is there a clear floor space at least 30 inches wide by 48 inches long inside the lift? (410.3)															
2.36 If there is an end door, is the clear opening width at least 32 inches? (410.6)															
2.37 If there is a side door, is the clear opening width at least 42 inches? (410.6)															

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Rooms and Spaces - Stores, Suprmarkets, Libraries				Yes	No	Measure	Yes	No	Measure	Yes	No	Measure	Yes	No	Measure	Yes	No	Measure
2.47 Are aisles and pathways to goods and services, and to one of each type of sales and service counters, at least 36 inches wide? (403.5.1)																		
2.48 Are floor surfaces stable, firm and slip resistant? (302.1)																		
2.49 If there is carpet? (302.2)																		
Is it no higher than 1/2 inch?																		
Is it securely attached along the edges																		
Controls - Light switches, security and intercom systems, emergency / alarm boxes, etc.				Yes	No	Measure	Yes	No	Measure	Yes	No	Measure	Yes	No	Measure	Yes	No	Measure
2.50 Is there a clear floor space at least 30 inches wide by at least 48 inches long for a forward or parallel approach? (305.3)																		
(309.3, 308) Are the operable parts no higher than 48 inches above the floor? *																		
* If constructed before 3/15/2010 and a parallel approach provided, controls can be 54" above the floor.																		
2.51 Can the control be operated with one hand and without tight grasping, pinching, or twisting of the wrist? (309.4)																		
Seating: Assembly Areas - theaters, auditoriums, stadiums, theater style classrooms, etc.				Yes	No	Measure	Yes	No	Measure	Yes	No	Measure	Yes	No	Measure	Yes	No	Measure
2.52 Are an adequate number of wheelchair spaces provided? (221.2.1)																		
2021 Use Table 1108.2.2.1 from 2021 IBC to determine number of accessible spaces Total #																		
IBC based on total number of seats provided. Wheelchair #																		
2.53 Are wheelchair spaces dispersed to allow location choices and viewing angles equivalent to other seating, including specialty seating areas that provide distinct services and amenities? (221.2.3)																		
2.54 Where people are expected to remain seated, do people in wheelchair spaces have a clear line of sight over and between the heads of others in front of them? (802.2.1.1, 802.1.1.2)																		
2.55 Where people are expected to stand, do people in wheelchair spaces have a clear line of sight over and between the heads of others in front of them? (802.2.2.1, 802.2.2.2)																		
2.56 If there is a single wheelchair space, is it at least 36 inches wide? (802.1.2)																		
2.57 If there are two adjacent wheelchair spaces, are they each at least 33 inches wide? (802.1.2)																		
2.58 If the wheelchair space can be entered from the front or rear, is it at least 48 inches deep? (802.1.3)																		
2.59 If the wheelchair space can only be entered from the side, is it at least 60 inches deep? (802.1.4)																		
2.60 Do wheelchair spaces adjoin but not overlap, accessible routes? (802.1.4)																		
2.61 Is there at least one companion seat for each wheelchair space? (221.3)																		
2.62 Is the companion seat located so the companion is shoulder-to-shoulder with the person in a wheelchair? (803.3.1)																		
2.63 If applicable, Is the companion seat equivalent in size, quality, comfort and amenities to seating in the immediate area? (803.3.2)																		
Access to Goods and Services				Yes	No	Measure	Yes	No	Measure	Yes	No	Measure	Yes	No	Measure	Yes	No	Measure
2021 Is at least one of every type of element not detailed in other sections along an Accessble path and IBC designed to be Accessible? (1103.1)																		
2.8 Do all objects on circulation paths through public areas, e.g. fire extinguishers, drinking fountains, signs, etc., protrude no more than 4 inches into the path? (307.2)																		
If an object protrudes more than 4 inches,																		
or is the bottom leading edge at 27 inches or lower above the floor?(307.2)																		
Is the bottom leading edge at 80 inches or higher above the floor?(307.4)																		

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Complete an interior room inspection section for each retail and dining space in addition to this page

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Date _____

Sales & Service Counters - banks, stores, dry cleaners, auto repair shops, fitness clubs, etc.		Yes	No	Measure	Yes	No	Measure	Yes	No	Measure	Yes	No	Measure	Yes	No	Measure
2021	Do the number of accessible checkout lines meet the minimums given in Table 1109.12.2 of the 2018 IBC. (Only 1 accessible checkout is req'd if public area in space is less than 5000 sqft)															
2.76	Is there a portion of each accessible counter that is:															
	No higher than 36 inches above the floor?															
	At least 36 inches long?															
2.77	Does the accessible portion of the counter extend the same depth as the counter top?															
2.78	Is there a clear floor space at least 30 inches wide by at least 48 inches long for a forward or parallel approach?															
	Parallel measurement?															
	Forward measurement?															
2.79	For a parallel approach, is the clear floor space positioned with the 48 inches adjacent to the accessible length of counter?															
2.80	For a forward approach:															
	Do no less than 17 and no greater than 25 inches of the clear floor space extend under the accessible length of the counter?															
	Is there at least 27 inches clearance from the floor to the bottom of the counter?															
Food Service Lines - in cafeterias, salad bars, eat-in fast food establishments, etc.		Yes	No	Measure	Yes	No	Measure	Yes	No	Measure	Yes	No	Measure	Yes	No	Measure
2021	Are at least 50% but not less than 1 of each type of self-service shelf or dispensing device for IBC tableware, dishware, condiments, food and beverages have a forward or parallel approach? (1109.12.4)															
2.82	If there is an unobstructed parallel approach, is the shelf, dispensing device, etc. no higher than 48 inches above the floor?															
2.83	If there is a shallow obstruction no deeper than 10 inches with a parallel approach, is the shelf, dispensing device, etc. no higher than 48 inches above the floor?															
2.84	If there is an obstruction no less than 10 inches and no greater than 24 inches deep with a parallel approach, is the shelf, dispensing device, etc. no higher than 46 inches above the floor?															
2.85	If there is an unobstructed forward approach, is the shelf, dispensing device, etc. no higher than 48 inches above the floor?															
2.86	If there is an obstruction no deeper than 20 inches with a forward approach:															
	Does clear floor space extend under the obstruction that is at least the same depth as the															
	Is the shelf, dispensing device, etc. no higher than 48 inches above the floor?															
2.87	If the obstruction is no less than 20 inches and no greater than 25 inches deep with a forward approach:															
	Does clear floor space extend under the obstruction that is a least the same depth as the obstruction?															
	Is the shelf, dispensing device, etc. no higher than 44 inches above the floor?															
2021	Are all food service lines accessible and satisfy the requirements above for either forward or parallel approach? (1109.12.4)															
2.88	If there is a tray slide, is the top no less than 28 inches and no greater than 34 inches above the floor?															

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PRIORITY 3 - Toilet Rooms

	Yes	No	Measure	Yes	No	Measure	Yes	No	Measure	Yes	No	Measure	Yes	No	Measure
Accessible Route															
3.4 Is there a route to the accessible route to the accessible toilet room? (206.4.2)															
Toilet Rooms															
3.1 If toilet rooms are available to the public, is at least one toilet room accessible? (Either one for each sex, or one unisex.) (604.1)															
Note: Refer to Section 604.9 of the 2010 ADA Standards and Chapter 6 of A117.1-2017 for guidance on Children's restrooms.															
3.2 Are there signs at inaccessible toilet rooms that give directions to accessible toilet rooms? (216.8)															
3.3 If not all toilet rooms are accessible, is there a sign at the accessible toilet room with the International Symbol of Accessibility? (216.8)															
Signs and Entrances at Toilet Rooms															
3.5 Do text characters on signs contrast with their backgrounds? (216.2)															
Are text characters raised? (703.5)															
Is there Braille? (703.3)															
Is the sign mounted on the wall on the latch side of the door? (703.4.1)															
Note: Signs are permitted on the push side of doors with closers and without hold-open devices.															
Is there clear floor space beyond the arc of the door swing between the closed position and 45-degree open position, that is at least 18 x 18 inches centered on the tactile characters? (703.4.2)															
Is 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 above the floor? (703.4.1)															
3.6 Is the door opening width at least 32 inches clear, between the face of the door and the stop, when the door is open 90 degrees? (404.2.3)															
3.7 Is there a front approach to the pull side of the door with at least 18 inches of maneuvering clearance beyond the latch side plus 60 inches clear depth? (404.2.4)															
Note: (See 2010 ADA Standards 404.2.4 for maneuvering clearance requirements on push side of the door and side approaches to the pull side of the door)															
On both sides of the door, is the floor surface of the maneuvering clearance level (no steeper than 1:48) ? (404.2.4)															
A117.1- If the threshold is vertical is it no more than 1/4 inch high? (303.2)															
2017 or No more than 1/2 inch high with the top 1/4 inch beveled no steeper than 1:2. (303.3)															
3.9 Is the door equipped with hardware that is operable with one hand and does not require tight grasping, pinching or twisting of the wrist? (404.2.7)															
Door Handle? (404.2.7)															
Lock (if provided)? (404.2.7)															
3.10 Are the operable parts of the door hardware mounted no less than 34 inches and no greater than 48 inches above the floor? (404.2.7)															
3.11 Can the door be opened easily (5 pounds maximum force)? (404.2.9)															
Note: You can use a pressure gauge or fish scale to measure force. If you do not have one you will need to judge whether the door is easy to open.															

Building						Date
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Building						Date
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Building						Date
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ADA CheckList for Existing Facilities

Building

Date _____

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Building						Date
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PRIORITY 3 - Bathing Facilities

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Note: Where provided, an adjustable-height hand shower mounted on a vertical bar shall be installed so as to not obstruct the use of grab bars.															
Are controls, faucets, shower and spray units obstructed and is there any obstruction that would prevent transfer from wheelchairs onto bathtub seats or into bathtubs?															
Note: Enclosures on bathtubs shall not have tracks installed on the rim of the bathtub															
607.8 Water temperature															
Is water 120°F (49°C) maximum?															
Shower Compartments A117.1-2017	Yes	No	Measure	Yes	No	Measure	Yes	No	Measure	Yes	No	Measure	Yes	No	Measure
Transfer-type Shower Compartment Sizing, Layout and Clearances															
608.2.1.1 Size															
Does shower compartment shall have a clear inside dimension of 36 inches by 36 inches measured at the center point of opposing sides. An entry 36 inches (915 mm) minimum in width shall be provided.															
608.2.1.2 Clearance															
608.2.1.2.2 Existing buildings and facilities															
In existing buildings and facilities, is there a clearance of 48 inches minimum in length measured perpendicular from the control wall, and 36 inches minimum in depth provided adjacent to the open face of the compartment?															
608.2.1.3 Seat															
Is a folding or non-folding seat complying with Section 610 below provided on the wall opposite the control wall?															
Exception															
A seat is not required to be installed in a shower for a single occupant, accessed only through a private office and not for common use or public use, provided reinforcement has been installed in walls and located so as to permit the installation of a shower seat															
608.3 Grab Bars															
Are Grab bars Provided?															
Exception															
A seat is not required to be installed in a shower for a single occupant, accessed only through a private office and not for common use or public use, provided reinforcement has been installed in walls and located so as to permit the installation of a shower seat															
609.2 Grab Bar Cross Section															
609.2.1 Circular cross section															
Do Grab bars with a circular cross section have an outside diameter of 1 1/4 - 2 inches?															
609.2.2 Noncircular cross section															
Do Grab bars with a non-circular cross section have a cross sectional dimension of 2 inches maximum, and a perimeter dimension of 4 - 4.8 inches?															
609.3 Grab Bar Spacing															
Is the space between the wall and all grab bars 1 1/2 inches?															
Is the space between the grab bars and all projecting objects below and at the ends of the grab bars at least 1 1/2 inches?															
Is the space between all the grab bars and projecting objects above the grab bars shall be 12 inches minimum?															
Exceptions															
1 The space between the grab bars and shower controls, shower fittings, and other grab bars above the grab bar shall be permitted to be 1 1/2 inches (38 mm) minimum															
2 Recessed dispensers projecting from the wall 1/4 inch (6.4 mm) maximum measured from the face of the dispenser and complying with Section 604.7 shall be permitted within the 12 inch (305 mm) space above and the 1 1/2-inch (38 mm) spaces below and at the ends of the grab bar															
609.5 Grab Bar Surface Hazards															

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2 Recessed dispensers projecting from the wall 1/4 inch (6.4 mm) maximum measured from the face of the dispenser and complying with Section 604.7 shall be permitted within the 12 inch (305 mm) space above and the 1 1/2-inch (38 mm) spaces below and at the ends of the grab bar															
609.5 Grab Bar Surface Hazards															
Are grab bars and any wall or other surfaces adjacent to grab bars free of sharp or abrasive elements with rounded edges?															
609.6 Grab Bar Fittings															
Are grab bars unable to rotate within their fittings?															
609.7 Grab Bar Installation and Configuration															
Are Grab bars outside of the clear floor space															
Note: Horizontal and vertical grab bars - shall be permitted to be separate bars, a single piece bar, or combination thereof.															
609.8 Grab Bar Structural Strength															
Do all grab bars appear to be able to support a vertical and horizontal force of 250 pounds applied at any point on the grab bar, fastener mounting device, or supporting structure?															
608.3 Grab Bar Location															
608.3.1.1 Horizontal grab bar: Control Wall															
Is a Horizontal grab bar provided at 33 - 36 inches from the floor across the control wall from 6 inches maximum from the side wall to the front of the seat?															
Note: This bar does not have to exceed 48 inches.															
608.3.1.2 Horizontal grab bar: Side Wall															
Is a Horizontal grab bar provided at 33 - 36 inches from the floor across the side wall from 6 inches maximum from the control wall to 4 inches maximum from the front edge of the shower.															
608.4 Controls and Hand Shower Location															
608.4.2 1 Are the controls and hand shower located above the seat on the back wall?															
2 Are controls and hand shower installed at 38 - 48 inches above the shower floor?															
3 3. Are controls and hand shower located 16 - 27 inches from the wall behind the seat?															
309.4 Can the control be operated with one hand and using 5 lbs. of force or less and without tight grasping, pinching, or twisting of the wrist?															
608.5 Hand shower															
Is a hand shower with a hose 59 inches minimum in length, that is functional as both a fixed shower head and as a hand shower provided?															
Does the hand shower have a control with a nonpositive shut-off feature?															
Exception															
In other than Accessible dwelling units and Type A dwelling units, a fixed shower head located 48 inches maximum above the shower floor shall be permitted in lieu of a hand shower.															
608.6 Threshold															
Is the threshold at the shower opening 1/2 inch maximum height and beveled, rounded, or vertical															
608.7 Shower enclosures															
Does the shower compartment enclosures obstruct controls or obstruct transfer from wheelchairs onto shower seats?															
608.8 Water temperature															
Is the water temperature 120°F maximum.															
610.3 Shower compartment seats															
Is the height of shower compartment seat 17 - 19 inches above the bathroom floor, measured to the top of the seat?															
In transfer-type and alternate roll-in-type showers, Does the seat extend along the seat wall to a point within 3 inches (75 mm) of the compartment entry?															
In standard roll-in-type showers, Does the seat extend from the control wall to a point within 3 inches (75 mm) of the compartment entry?															
610.3.1 Rectangular seats															
Is the gap between the wall and the rear of the seat s 2 1/2 inches or less?															

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Is the seat at least 15 inches deep and the front edge 15 - 16 inches from the seat wall?															
Is the gap between the side edge of the seat and the wall 1.5 inches or less?															
610.3.2 L-shaped seats															
Is the gap between the wall and the rear of the seat s 2 1/2 inches or less?															
Is the seat at least 15 inches deep and the front edge 15 - 16 inches from the seat wall?															
Is the gap between the side edge of the seat and the wall 1 1/2 inches or less?															
Is Is the end of the "L" 22 - 23 inches maximum from the main seat wall and on the opposite side from the transfer end of the seat.															
Alternate Roll-In-Type Shower Sizing, Layout and Clearances															
608.2.3.1 Size															
Is there a clear inside dimension of 60 inches minimum in width, and 36 inches in depth, measured at the center point of opposing sides with a seat wall, 24 inches minimum and 36 inches maximum in length on the entry side of the compartment?															
Is an entry 36 inches minimum in width provided?															
Is a folding seat complying with Section 610 below provided on the seat wall opposite the back															
Exception															
A seat is not required to be installed in a shower for a single occupant, accessed only through a private office and not for common use or public use, provided reinforcement has been installed in walls and located so as to permit the installation of a shower seat															
608.3 Grab bars															
Are Grab Bars provided?															
Exception															
Grab bars shall not be required to be installed in a shower for a single occupant, accessed only through a private office and not for common use or public use, provided reinforcement has been installed in walls and located so as to permit the installation of grab bars complying with Section 608.3															
609.2 Grab Bar Cross Section															
609.2.1 Circular cross section															
Do Grab bars with a circular cross section have an outside diameter of 1 1/4 - 2 inches?															
609.2.2 Noncircular cross section															
Do Grab bars with a non-circular cross section have a cross sectional dimension of 2 inches maximum, and a perimeter dimension of 4 - 4.8 inches?															
609.3 Grab Bar Spacing															
Is the space between the wall and all grab bars 1 1/2 inches?															
Is the space between the grab bars and all projecting objects below and at the ends of the grab bars at least 1.5 inches?															
Is the space between all the grab bars and projecting objects above the grab bars shall be 12 inches minimum?															
Exceptions															
1 The space between the grab bars and shower controls, shower fittings, and other grab bars above the grab bar shall be permitted to be 1 1/2 inches (38 mm) minimum															
2 Recessed dispensers projecting from the wall 1/4 inch (6.4 mm) maximum measured from the face of the dispenser and complying with Section 604.7 shall be permitted within the 12-inch (305 mm) space above and the 1 1/2-inch (38 mm) spaces below and at the ends of the grab bar															
609.5 Grab Bar Surface hazards															
Are grab bars and any wall or other surfaces adjacent to grab bars free of sharp or abrasive elements with rounded edges?															
609.6 Grab Bar Fittings															
Are grab bars unable to rotate within their fittings?															
609.7 Installation and configuration															
Are Grab bars outside of the clear floor space. Note: Horizontal and vertical grab bars -shall be permitted to be separate bars, a single piece bar, or combination thereof.															
609.8 Grab Bar Structural strength															

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For self-service machines not owned by Clemson University (i.e. Vending Machines, ATM's, etc.), evaluate the accessible route and clear space only.

NOTES:

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.