



*Revised April 29, 2014*

## ***GUIDELINES FOR ACCESS COMPLIANCE***

### Plans and Details Required

Drawings must be submitted which show all existing and new work necessary to fully comply with the Title 24 access requirements for alterations to existing buildings. If an unreasonable hardship is proposed, please prepare plans in accordance with the instructions contained in the City of Walnut Creek's "GUIDELINES FOR REQUESTING EXCEPTIONS TO THE TITLE 24 ACCESS REGULATIONS."

If existing reference drawings are used in part or in whole to meet the requirements for documenting the access features, please note that it is the Architect of Record's responsibility to check and confirm the existing accessibility features PRIOR TO the permit being issued. Submitted plans must include detailed confirmation of existing disabled access features and/or any required disabled access improvements.

### General Requirements which apply to all Remodeling Projects

The area of remodel must always fully comply, unless a specific exemption applies and the associated unreasonable hardship is reviewed and approved by the Building Official.

Areas or items in the existing building or facility to be made accessible for all remodeling projects are as follows:

1. An accessible entrance. At least one primary entrance into the building consisting of the following:
  - a. Primary Entrance. Plans must clearly detail and specify door size, smooth, uninterrupted surface at bottom 10-inches, hardware, signage, threshold, interior and exterior landing layout, force level to open door, strike clearances, etc.
  - b. Exterior Path of Travel. Plans must include details of the path of travel from the disabled accessible parking stall and from an adjacent public way to the primary entrance showing complete details of curb ramps, sidewalks, walks, ramps, ramp and stair landings, stairs, handrails, surface slopes of traveled path, etc.

**Note: If no regular parking stalls are available to serve the remodeled area, then no disabled accessible parking facilities are required to be constructed. In this case, the public sidewalk is considered the arrival point and only a path of travel from the public sidewalk to the primary entrance is required.**

- c. Parking. When regular parking spaces serve the area of remodel, at least one van-accessible space must be provided. Plans must include details of the layout, dimensions, striping, parking and tow-a-way signage, surface slopes, etc., of the van-accessible parking space.
  
2. An accessible route to the altered area. Plans must completely detail the layout, dimensions, signage, etc., for doors, corridors, interior ramps, and elevators forming the path of travel from the primary entrance to the area of remodel.
  
3. At least one accessible restroom for each sex. Sanitary facilities serving the area of remodel must be completely detailed. When the California Plumbing Code requires separate restrooms for each sex, then accessible restrooms must be provided for each sex. Plans must completely detail the layout, dimensions, signage, etc., for the doors, overall toilet compartments, accessible toilets, sinks, urinals, showers, etc., which serve the area of remodel.
  
4. Accessible telephones serving the area of remodel (if present). Plans must completely detail the layout, dimensions, signage, etc., for any telephones.
  
5. Accessible drinking fountains serving the area of remodel (if present). Plans must completely detail the layout, dimensions, signage, etc., for any drinking fountains.
  
6. Storage and alarms.