

Central Fire Station



Town of Hingham ADA Transition Plan

October 2023



Institute for Human Centered Design

560 Harrison Avenue, Unit 401 Boston MA 02118
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617-695-1225 voice/ tty

Background

Year Built: 1941 Year Renovated: 2008

Hingham Fire Station is located at 339 Main Street. It is a two-story building with one (1) accessible public entrance. The public only accesses the lower level to apply for and drop off fire permits. The first floor contains a lobby, an administrative office, a women's toilet room, a men's toilet room and a single-user toilet room. The single-user toilet room is not open to the public.

The public can park in a lot behind the building on the northeast side. There are approximately twelve (12) parking spaces including one (1) accessible parking space in that lot.

Key Accessibility Issues

Exterior Routes

Accessibility issues include routes with excessive cross and running slopes

Curb Ramp

Accessibility issues include lack of a curb ramp at the route to the parking area on the rear side of the building.

Parking Lot

The van accessible parking space in the rear parking area lacks a sign with the designation "Van Accessible".

Signage

Accessibility issues include lack of a directional sign at the inaccessible exits directing visitors to the nearest accessible exit, lack of signage with raised characters and braille at all exit doors, lack of an illuminated sign with the International Symbol of Accessibility (ISA) at the accessible exit door, and a baby safe haven informational sign that has a text size that does not comply with the ADA.

Toilet Rooms

Accessibility issues at toilet rooms include hooks and dispensers that are located higher than allowed, lavatories in the men's and women's toilet rooms that lack knee and toe clearance due to items being stored underneath the lavatory, and a sanitary napkin dispenser that is mounted over a grab bar in the women's toilet room accessible compartment.

Additional Accessibility Issues

- The accessible route narrows to less than 36" in the administration office.
- The bell by the administration office is located higher than allowed.

Best Practice and Inclusive Design

Best practice and inclusive design recommendations include elements that are not required in the standards but may create enhanced experiences for all users.

- Recommend providing an accessible parking space closer to the entrance door.
- Recommend providing an automatic door opener at the entrance on Main Street as the public often has difficulty opening this door and needs to be assisted by Central Fire Department staff. The automatic door opener should have clear floor space and be located outside of the swing of the door. Recommend locating it on a post or other structure.

**Town of Hingham
Central Fire Station**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
Approach and Entrance											
Exterior Access Route											
1	Main Street Sidewalk - Route to Parking	Ext.		Exterior Access Route	Walkway		Cross slope > 1:50 (2.00%)	3.5%	Reduce cross slope to be no steeper than 1:50 (2.00%).	1	
2	Main Street Sidewalk - Route to Parking	Ext.		Exterior Access Route	Walkway		Cross slope > 1:50 (2.00%)	3%	Reduce cross slope to be no steeper than 1:50 (2.00%).	1	
3	Sidewalk - Route to Parking	Ext.		Exterior Access Route	Walkway		Cross slope > 1:50 (2.00%)	2.5%	Reduce cross slope to be no steeper than 1:50 (2.00%).	1	
4	Sidewalk - Route to Parking	Ext.		Exterior Access Route	Walkway		Cross slope > 1:50 (2.00%)	2.7%	Reduce cross slope to be no steeper than 1:50 (2.00%).	1	
5	Sidewalk - Route to Main Entrance	Ext.		Exterior Access Route	Walkway		Cross slope > 1:50 (2.00%)	3%	Reduce cross slope to be no steeper than 1:50 (2.00%).	1	

**Town of Hingham
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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
6	Sidewalk - Route to Parking	Ext.		Exterior Access Route	Walkway		Cross slope > 1:50 (2.00%) Running slope > 1:20 (5.00%)	3,4% 5.7%	Reduce cross slope to be no steeper than 1:50 (2.00%). Reduce running slope to be no steeper than 1:20 (5.00%).	1	
7	Sidewalk - Main Street Route to Parking	Ext.		Exterior Access Route	Walkway		Route not maintained in operable working condition	-	Ensure the accessible route is maintained in operable working condition. Repair route at transition between materials.	1	
Curb Ramp											
8	Sidewalk - Route to Main Entrance	Ext.		Curb Ramp	N/A		Curb ramp not provided	-	Provide a curb ramp.	1	
Off-Street Parking Lot or Garage											
9	Parking Lot	Ext.		Off-Street Parking Lot or Garage	Visitor		Total # of parking Total # of designated accessible parking spaces Sign does not have the designation "Van Accessible"	12 1 -	Add the designation "Van Accessible" to the sign located at the van accessible space. Ensure that nothing is stored in the parking space.	1	
Emergency Exit											
10	Main Entrance	1		Emergency Exit	N/A		Tactile sign not provided at exit Illuminated Int. Symbol of Acc. not provided (MAAB 2006)	- -	Provide tactile exit signs with raised characters and braille at exit doors. Mount signs between 48"- 60" above the finished floor located on the latch side of the door. Provide an illuminated sign with the International Symbol of Accessibility (ISA).	1	

**Town of Hingham
Central Fire Station**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
Access to Goods and Services											
Means of Egress											
11	Route to South Corridor	1		Means of Egress	N/A		Tactile exit sign not provided Directional sign to accessible emergency exit not provided	- -	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48" - 60" above the finished floor located on the latch side of the door. Provide a directional sign indicating the location of the nearest accessible emergency exit.	1	
Interior Access Route											
12	Administration	1	117	Interior Access Route	N/A		Route < 36" wide	34.1"	Ensure that a clear width of 36" min. is maintained at the accessible route. Remove or relocate the chair.	1	
13	Administration	1	117	Interior Access Route	N/A		Route < 36" wide	32"	Ensure that a clear width of 36" min. is maintained at the accessible route. Remove or relocate the chair.	1	
Doors, Doorways, & Gates											
14	Women's Toilet Room	1		Doors, Doorways, & Gates	Toilet Room		Door requires > 5 lbs. of force to open	8 lbs	Adjust closers so doors do not require more than 5 pounds of force to open.	1	

**Town of Hingham
Central Fire Station**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
15	Men's Toilet Room	1		Doors, Doorways, & Gates	Toilet Room		Door requires > 5 lbs. of force to open	8 lbs	Adjust closers so doors do not require more than 5 pounds of force to open.	1	
Signage											
16	By Bays, Safe Haven Sign	Ext.		Signage	Informational		Text size non-compliant on sign	-	Ensure that character size on the sign complies with the Character Height Table 703.5.5 in the 2010 ADA Standards.	1	
Operable Parts											
17	To Administration	1		Operable Parts	Other		Reach < 15" or > 48"(forward/side approach)	58"	Relocate the bell so that controls are between 15"- 48" above the finished floor.	1	
Toilet & Bathing Rooms											
Lavatory											
18	Women's Toilet Room	1		Lavatory	N/A		Clear floor space not provided at lavatory Toe or knee clearances not provided	- -	Provide at least one lavatory with a 30" min. by 48" min. clear floor space positioned for a forward approach. Provide at least one lavatory with knee and toe clearance positioned for a forward approach. Relocate trash and other items from underneath the lavatory.	1	

**Town of Hingham
Central Fire Station**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
19	Men's Toilet Room	1		Lavatory	N/A		Clear floor space not provided at lavatory Toe or knee clearances not provided Dispensers not within reach range	- - 54.8"	Provide at least one lavatory with a 30" min. by 48" min. clear floor space positioned for a forward approach. Relocate trash bins and other items stored under the lavatory. Lower the paper towel dispensers controls to 48" max. above the finished floor.	1	
Single-User Toilet											
20	Women's Toilet Room	1		Single-User Toilet	N/A		Dispenser located over grab bar	47"	Relocate the sanitary napkin dispenser under the grab bar or outside of the toilet clear space.	1	
21	Women's Toilet Room	1		Single-User Toilet	N/A		Hook located > 54" high	71.1"	Locate the coat hook no higher than 48" above the finished floor.	1	
22	Men's Toilet Room	1		Single-User Toilet	N/A		Hook located > 54" high	72.7"	Locate the coat hook no higher than 48" above the finished floor.	1	
Dispensers											
23	Men's Toilet Room	1		Dispensers	Paper Towel Dispenser		Controls > 48" high	54.8" -	Relocate the paper towel dispenser so the operable part is 48" max. above the finished floor.	1	
Best Practice											

**Town of Hingham
Central Fire Station**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
24	Parking	Ext.						-	Recommend providing an accessible parking space closer to the entrance door.	1	
25	Main Entrance	Ext.							Recommend providing an automatic door opener at the entrance on Main Street as the public often has difficulty opening this door and needs to be assisted by Central Fire Department staff. The automatic door opener should have clear floor space and be located outside of the swing of the door. Recommend locating it on a post or other structure.	1	

Department of Public Works



Town of Hingham ADA Transition Plan

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Background

Year Built: 2008

The Department of Public Works is located at 25 Bare Cove Park Drive. The public goes to the customer service area where they pay bills, resolve accounting issues and apply for permits. The building has two (2) stories, however the public does not go to the second floor. As is customary, all areas not open to the public such as the second floor were not included in the accessibility survey.

There is a parking lot on the southeast side of the site with eight (8) parking spaces available to the public, along with two (2) standard car accessible parking spaces.

Key Accessibility Issues

Parking Lot

The parking lot lacks one (1) compliant van accessible parking space that is at least 96" wide with a 96" wide min. access aisle and signage with the designation "Van Accessible".

Signage

Accessibility issues include lack of signage with raised characters and braille at the exit door and lack of an illuminated sign with the International Symbol of Accessibility (ISA) at the accessible exit door.

Service Counter

Accessibility issues include a service counter that is located higher than allowed.

Work Surface

Accessibility issues include a work surface that lacks toe and knee clearance and acts as a protruding object in the circulation path.

Additional Accessibility Issues

- Flyers by the elevator are located outside of reach range.

**Town of Hingham
Department of Public Works**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
Approach and Entrance											
Off-Street Parking Lot or Garage											
1	Parking by Main Entrance, Egress Door	Ext.		Off-Street Parking Lot or Garage	Visitor		Total # of parking Total # of designated accessible parking spaces Total # of designated van accessible spaces Van space < 132" or <96" wide Access aisle < 96" wide at van space Sign does not have the designation "Van Accessible"	8 2 0 106" or 108" 75" -	Provide one (1) compliant van accessible parking space. Provide a van accessible space that is at least 96" wide. Provide a marked access aisle that is at least 96" wide. Add the designation "Van Accessible" to the sign located at the van accessible space.	1	
Access to Goods and Services											
Means of Egress											
2	Main Entrance, Egress Door	1		Means of Egress	N/A		Tactile exit sign not provided Illuminated ISA symbol not provided (MAAB)	- -	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above the finished floor located on the latch side of the door on the glass. Provide an illuminated sign with the International Symbol of Accessibility (ISA) over the door.	1	
Service Counter											
3	Lobby, Service Counter	1		Service Counter	N/A		Counter > 36" high	41.1"	Provide a counter that is 36" max. above the finished floor. The existing wood counter could be lowered.	1	
Operable Parts											
4	By Elevator	1		Operable Parts	Other		Reach < 15" or > 48"(forward/side approach) Side reach over an obstruction > 34" high	68.9" 36.3"	Relocate flyers so that one of each is located between 15"- 48" above the finished floor. Ensure that flyers are not located over an obstruction that is greater than 34" above the finished floor.	1	

**Town of Hingham
Department of Public Works**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
Dining or Work Surfaces											
5	Lobby, Work Surface	1		Dining or Work Surfaces	Work Surface		Knee or toe clearance not provided Work surface acts as a protruding object	- 29.7"	Provide at least one work surface with 27" min. knee and toe clearance. Because the existing work surface can also act as a protruding object, we recommend removing the existing work surface and providing a table.	1	

Grand Army Memorial Hall



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Background

Year Built: 1888 Year Renovated: 2000

Grand Army Memorial Hall, located at 358 Main Street, has three (3) levels. Interior vertical access is provided by an elevator, two (2) stairwells and a lift to the stage. The facility is used by veterans for meetings and houses historic and wartime memorabilia.

There is a parking lot northwest of the building that has three (3) parking spaces, including one (1) standard accessible parking space and one (1) van accessible parking space.

The building has one (1) accessible main entrance. The basement contains a workout area and men's and women's multi-user toilet rooms. The ground floor (designated as the second floor in the elevator) has a lobby. The upper level (designated as the third floor in the elevator) has a meeting hall and museum area.

Key Accessibility Issues

Exterior Routes

Accessibility issues include sidewalks with excessive cross slopes, an excessive running slope by the main entrance, and a sidewalk section that is not maintained in operable working condition.

Parking Lot

Based on the parking count, a minimum of one van accessible parking space should be provided in this lot. The access aisle of the van accessible parking space is narrower than allowed, and the van accessible parking space lacks a sign with the International Symbol of Accessibility (ISA). Current signs are mounted lower than allowed.

Entrance

The automatic door opener lacks clear floor space and was not operable on the day of survey.

Signage

Accessibility issues include lack of signage with raised characters and braille at all exit doors, and lack of an illuminated sign with the International Symbol of Accessibility (ISA) at the accessible exit door. Additionally, the men's and women's multi-user toilet room signs and the elevator hoistway signs on the third floor are located higher than allowed.

Interior Stairways

Accessibility issues include lack of a handrail on both side of the northeast egress stair and lack of compliant handrail extensions at this stair and the stair to the stage on the third floor.

Toilet Rooms

Accessibility issues in the toilet rooms include lavatory mirrors that are mounted higher than allowed, toe and knee clearance under the men's room lavatory that is obstructed due to stored items, lack of door pulls on each side of the wheelchair accessible compartment door in the men's and women's toilet room, and a malfunctioning self-closing hinge in the men's toilet room. Additionally, clear floor space is not provided at the paper towel dispenser in the women's toilet room because there is a trash bin located underneath it.

Additional Accessibility Issues

- The lift to the stage was not operable on the day of survey.
- Exterior egress stairs on the northeast side do not extend one tread depth min. beyond the last riser nosing in the same direction as the stair flight.
- Accessible routes on the legion hall stage on the third floor and in the basement narrow to less than 36" wide.
- A chair is located in the door maneuvering clearance in the men's toilet room.
- The door between the workout area and the toilet rooms has noncompliant hardware.

Best Practice and Inclusive Design

Best practice and inclusive design recommendations include elements that are not required in the standards but may create enhanced experiences for all users.

Grand Army Memorial Hall

- Recommend providing visually contrasting strips on each stair tread.
- Recommend providing designation signs with raised characters and braille at all permanent rooms and spaces where signage is not provided.
- Recommend providing directional signage at the door between the elevator area and toilet room area so that people know that toilet rooms are located through that door.

**Town of Hingham
Grand Army Memorial Hall**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
Approach and Entrance											
Exterior Access Route											
1	Main Street at Pond Street	Ext.		Exterior Access Route	Sidewalk		Cross slope > 1:50 (2.00%)	3%	Reduce cross slope to be no steeper than 1:50 (2.00%).	1	
2	Pond Street at Northeast Egress	Ext.		Exterior Access Route	Sidewalk		Cross slope > 1:50 (2.00%)	4.3%	Reduce cross slope to be no steeper than 1:50 (2.00%).	1	
3	Main Entrance	Ext.		Exterior Access Route	Walkway		Running slope > 1:20 (5.00%)	7%	Reduce running slope to be no steeper than 1:20 (5.00%).	1	
4	Pond Street Towards Northeast Egress	Ext.		Exterior Access Route	Sidewalk		Route not maintained in operable working condition	-	Ensure the accessible route is maintained in operable working condition. Repair deteriorated pavement.	1	
Off-Street Parking Lot or Garage											
5	Parking Lot	Ext.		Off-Street Parking Lot or Garage	Visitor		Total # of parking Total # of designated accessible parking spaces Total # of designated van accessible spaces Access aisle < 96" wide at van space Sign bottom < 60" above finished grade Sign with ISA not provided	3 1 1 50" 57.7" -	A minimum of one van accessible parking space is required in this lot. Provide a marked access aisle that is at least 96" wide for a 96" wide van accessible parking space. Provide signs that includes the International Symbol of Accessibility (ISA) at the head of the parking space. Locate signs with the bottom of the sign 60" above the ground.	1	

**Town of Hingham
Grand Army Memorial Hall**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
Exterior Stair											
6	Northeast Egress/From Legion Hall	Ext.		Exterior Stair	N/A		Handrails do not extend 12" from stair	-	Bottom: Ensure that the sloped bottom extension extends one tread depth min. beyond last riser nosing in same direction as stair flight.	1	
Entrance											
7	Main Entrance	Ext.		Entrance	Main Entrance		Automatic door opener not operable Clear floor space at opener not provided	- -	Repair or replace the door opener. Relocate automatic door opener to provide 30" x 48" min. clear floor space. Currently, the automatic door opener is located behind a column.	1	
Access to Goods and Services											
Means of Egress											
8	Northeast Egress/From Legion Hall	3		Means of Egress	N/A		Tactile exit sign not provided	-	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above the finished floor located on the latch side of the door.	1	
9	Northeast Egress/From Legion Hall	3		Means of Egress	N/A		Tactile exit sign not provided	-	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above the finished floor located on the latch side of the door.	1	

**Town of Hingham
Grand Army Memorial Hall**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
10	South Egress	B		Means of Egress	N/A		Tactile exit sign not provided	-	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above the finished floor located on the latch side of the door.	1	
11	Main Entrance	2		Means of Egress	N/A		Tactile exit sign not provided Illuminated ISA symbol not provided (MAAB)	- -	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above the finished floor located on the latch side of the door. Where a tactile sign is provided at double doors with two active leafs, the sign shall be located to the right of the right hand door. Provide an illuminated sign with the International Symbol of Accessibility (ISA).	1	
Interior Access Route											
12	Legion Hall Stage	3		Interior Access Route	N/A		Route < 36" wide	31"	Ensure that a clear width of 36" min. is maintained at the accessible route.	1	
13	Legion Hall Stage	3		Interior Access Route	N/A		Route < 36" wide	18.6"	Ensure that a clear width of 36" min. is maintained at the accessible route.	1	
14	Route From Toilet Rooms to Elevator	B		Interior Access Route	N/A		Route < 36" wide	24.5"	Ensure that a clear width of 36" min. is maintained at the accessible route. Relocate stanchions.	1	

**Town of Hingham
Grand Army Memorial Hall**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
Doors, Doorways, & Gates											
15	Men's Toilet Room	B		Doors, Doorways, & Gates	Toilet Room		Maneuvering clearance(s) not provided	14.6"	Relocate the chair so that there is 18" min. on the latch pull side of the door.	1	
16	Workout to Toilet Rooms	B		Doors, Doorways, & Gates	Toilet Room		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	
Stairways											
17	Northeast Egress/From Legion Hall to Basement Workout Area	3		Stairways	Egress		Handrail not provided on both sides Handrails do not extend 12" from stairs	- -	Provide a handrail on each side. Top: Ensure handrails extend horizontally above the landing for 12" min. beginning above the first riser nosing. Bottom: Ensure handrails extend to one tread depth beyond the last riser.	1	
18	Legion Hall Stage Lift	3		Stairways	Other		Handrails do not extend 12" from stairs	-	Top: Ensure handrail (on the right side of the photo extends horizontally above the landing for 12" min. beginning above the first riser nosing.	1	
Platform Lift or LULA Elevator											
19	Legion Hall Stage Lift	3		Platform Lift or LULA Elevator	Interior		Not in operable working condition	-	Ensure lift is maintained in operable working condition.	1	

**Town of Hingham
Grand Army Memorial Hall**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
Elevator											
20	Elevator	3		Elevator	Interior		Hoistway signs < 48" > 60"	60.6"	Install hoistway signs on the inside of the door frame 60" above the finished floor.	2	
Signage											
21	Men's Toilet Room	B		Signage	Designation		Raised characters < 48" or > 60" above ground	60.9"	Mount signs so that the baseline of the lowest tactile character is 48" min. above finished floor and the baseline of the highest tactile character is 60" max. above the finished floor.	1	
22	Women's Toilet Room	B		Signage	Designation		Raised characters < 48" or > 60" above ground	60.9"	Mount signs so that the baseline of the lowest tactile character is 48" min. above finished floor and the baseline of the highest tactile character is 60" max. above the finished floor.	1	
Toilet & Bathing Rooms											
Lavatory											
23	Men's Toilet Room	B		Lavatory	N/A		Toe or knee clearances not provided Mirror above lavatory w/reflective surface > 40"	- 43"	Provide at least one lavatory with knee and toe clearance positioned for a forward approach - remove stored items to provide knee clearance at the lavatory that is shown on the left. Lower mirror so that the bottom surface is at 40" max. above the finished floor.	1	

**Town of Hingham
Grand Army Memorial Hall**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
24	Women's Toilet Room	B		Lavatory	N/A		Mirror above lavatory w/reflective surface > 40"	42.8"	Lower mirror so that the bottom surface is at 40" max. above the finished floor.	1	
Toilet Compartment											
25	Men's Toilet Room	B		Toilet Compartment	Accessible Compartment		Door has malfunctioning self-closing hinge Door pull not provided	-	Repair the hinge. Provide a door pull on each side of the door between 34" to 48" above the finished floor that does not require tight grasping, pinching or twisting of the wrist.	1	
26	Women's Toilet Room	B		Toilet Compartment	Accessible Compartment		Door pull not provided	-	Provide a door pull on each side of the door between 34" to 48" above the finished floor that does not require tight grasping, pinching or twisting of the wrist.	1	
Dispensers											
27	Women's Toilet Room	B		Dispensers	Paper Towel Dispenser		Clear floor space not provided at accessory	-	Relocate the trash bin so that there is clear floor space provided at the paper towel dispenser.	1	
Best Practice											

**Town of Hingham
Grand Army Memorial Hall**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
28	Stairs Throughout the Building	2						-	Recommend providing visually contrasting strips on each stair tread.	1	
29	Legion Hall	3						-	Recommend providing designation signs with raised characters and braille at all permanent rooms and spaces where signage is not provided.	1	
30	By Elevator to Toilet Room	B						-	Recommend providing directional signage at this point so that people know that toilet rooms are located through this door.	1	

Hingham Public Library



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Background

Year Built: 1966 Year Renovated: 2000

Hingham Public Library, located at 66 Leavitt Street, has two (2) floors and two (2) accessible entrances. Interior vertical access is provided by an elevator, stairs and a ramp.

There is a parking lot on the north and west sides of the building that has 91 parking spaces and three (3) accessible parking spaces.

The lower level contains the main entrance on the west side, a checkout and return desk, the periodicals and large print area, a self-checkout counter, a training room, the Fearing/Trustees Conference Room, a book store, the Whiton Meeting Room, the Clemens Art Gallery, the Dolphin Art Gallery, a new book area, a computer lab, three (3) study rooms, and three (3) single-user toilet rooms. The upper level contains the children's entrance to the library on the north side, the Middleton Reading and Reference Room, the historical collection, the audio-visual department, the children's area, the young adults area, the parenting section, two (2) student project rooms, a preschool area, a children's multimedia center, a story telling/activity room, an all gender children's toilet room, and a cafe area. Additionally, patrons can access an interior courtyard from the upper level of the library.

Key Accessibility Issues

Exterior Routes

Accessibility issues include routes that are less than 48" wide, routes with low hanging tree branches that act as protruding objects, routes with excessive cross slopes and routes where the surface is not stable, firm, and slip-resistant. In addition, there is a lack of an accessible route to two (2) bike racks.

Curb Ramp

Accessibility issues include one curb ramp on Leavitt Street that has an excessive running slope and lacks a transition between the curb ramp and the street that is flush.

Parking Lot

The parking lot requires one additional car accessible parking space.

Exterior Ramp

The ramp to the children's entrance lacks edge protection on one side.

Interior Signage

Accessibility issues include lack of directional signs at inaccessible exits directing visitors to the nearest accessible exit, lack of signage with raised characters and braille at all exit doors, lack of illuminated signs with the International Symbol of Accessibility (ISA) at accessible exit doors, and lack of signage with raised characters and braille at the stair by the children's multimedia center. Additionally, some informational and designation signage lacks adequate contrast between the background and the text, two (2) designation signs lack raised characters and braille, and one designation sign is not located properly.

Doors

Accessibility issues with doors include doors that lack 32" min. clear width, doors that lack maneuvering clearance, one (1) door that is recessed greater than 6" deep, doors with excessively high thresholds and doors that require a greater amount of door opening force than is allowed.

Dining and Work Surfaces

Accessibility issues include one (1) work surface that lacks toe clearance, one (1) dining surface in the courtyard that lacks knee and toe clearance, and two (2) work surfaces that have the top of the work surface located higher than allowed.

Toilet Rooms

Accessibility issues at toilet rooms include one (1) lavatory with pipes that are not wrapped to prevent against contact, dispensers that are mounted over a grab bar, and one (1) dispenser that acts as a protruding object. Additionally, the baby changing station in the toilet room by the training room is not operable with a closed

fist and the baby changing station in the all gender children's toilet room is located higher than allowed.

Sinks

Accessibility issues include a lack of knee and toe clearance at the sinks in the Whiton Meeting Room and the story telling/activity room. Additionally, clear floor space is not provided at the Whiton Meeting Room sink as a table is blocking the route to the sink.

Additional Accessibility Issues

- Standing height drinking fountains act as protruding objects.
- The accessible route narrows to less than 36" in several locations around the building.
- Circulation routes have protruding objects, such as the underside of stairs, a desk, a table and a fire extinguisher.
- The clothes rod in the Whiton Meeting Room is located higher than allowed.

Best Practice and Inclusive Design

Best practice and inclusive design recommendations include elements that are not required in the standards but may create enhanced experiences for all users.

- Recommend providing furniture that has a high contrast to the floor (that will be easier to detect by people with low vision).
- Recommend providing visual manifestations on the glass to help people who are low vision detect the glass wall.
- Recommend providing an adjustable height podium with knee and toe clearance in the Whiton Meeting Room.
- Recommend providing 36" wide by 48" deep clear floor space next to at least one bench in the courtyard so that a wheelchair user is able to sit shoulder-to-shoulder with a person seated on the bench.
- Recommend providing contrasting color strips on the stair treads of the exterior stairs.

**Town of Hingham
Hingham Public Library**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
Approach and Entrance											
Exterior Access Route											
1	Courtyard	2		Exterior Access Route	Exterior		Exterior route < 36" wide	29.5"	Ensure that a clear width of 36" min. is maintained at the accessible route. Remove the furniture from the walkway.	1	
2	Leavitt Street	Ext.		Exterior Access Route	Walkway		Exterior route < 36" wide	24"	Ensure that a clear width of 36" min. is maintained at the accessible route. (Recommend relocating the first chair and table in this photograph to create an accessible seating space near the walkway access point.)	1	
3	Leavitt Street	Ext.		Exterior Access Route	Walkway		Obstructed by protruding objects	75"	Trim low hanging branches in trees.	1	
4	Courtyard Walkway	2		Exterior Access Route	Exterior		Cross slope > 1:50 (2.00%)	3%	Reduce cross slope to be no steeper than 1:50 (2.00%).	1	
5	West Side of Library at Main Road Near Children's Entrance	Ext.		Exterior Access Route	Walkway		Cross slope > 1:50 (2.00%) Surface is not stable, firm, and slip-resistant	9.7% -	Reduce cross slope to be no steeper than 1:50 (2.00%). Repair surface where it is deteriorated at the tree root.	1	

**Town of Hingham
Hingham Public Library**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
6	Bike Rack by Children's Entrance	Ext.		Exterior Access Route	Walkway		Accessible route not provided	-	Ensure an accessible route is provided to the bike rack.	1	
7	East Side of Library Around the Corner From the Accessible Parking by the Main Entrance	Ext.		Exterior Access Route	Exterior		Accessible route not provided	- -	Ensure an accessible route is provided to at least one bike rack in this area, or relocate at least one bike rack to an accessible route.	2	
Curb Ramp											
8	Leavitt Street	Ext.		Curb Ramp	N/A		Running slope > 1:12 (8.33%) Transition from curb ramp to street not flush	11.5% -	Reduce running slope to be no steeper than 1:12 (8.33%). Ensure transition from curb ramp to street is flush or free of changes in level.	2	
Off-Street Parking Lot or Garage											
9	Parking by Main Entrance	Ext.		Off-Street Parking Lot or Garage	N/A		Total # of parking Total # of designated accessible parking spaces Total # of designated van accessible spaces	91 2 1	Provide an additional car accessible parking space.	1	
Exterior Ramp											
10	Ramp to Children's Entry Door	Ext.		Exterior Ramp	N/A		Edge protection < 4" high		Provide edge protection that prevents the passage of a 4" diameter sphere, where any portion of the sphere is within 4" of the finished floor or ground surface.	1	

**Town of Hingham
Hingham Public Library**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
Emergency Exit											
11	Exit Door From the Northwest	2		Emergency Exit	N/A		Tactile sign not provided at exit Directional sign to accessible emergency exit not provided	- -	Provide tactile exit signs with raised characters and braille at exit doors. Mount signs between 48"- 60" above the finished floor located on the latch side of the door. Provide a directional sign indicating the location of the nearest accessible emergency exit.	1	
12	Exit Door on East	2		Emergency Exit	N/A		Tactile sign not provided at exit Directional sign to accessible emergency exit not provided	- -	Provide tactile exit signs with raised characters and braille at exit doors. Mount signs between 48"- 60" above the finished floor located on the latch side of the door. Provide a directional sign indicating the location of the nearest accessible emergency exit.	1	
13	Exit Door on the Northwest	2		Emergency Exit	N/A		Tactile sign not provided at exit Directional sign to accessible emergency exit not provided	- -	Provide tactile exit signs with raised characters and braille at exit doors. Mount signs between 48"- 60" above the finished floor located on the latch side of the door. Provide a directional sign indicating the location of the nearest accessible emergency exit.	1	
14	Exit Door on West	2		Emergency Exit	N/A		Tactile sign not provided at exit Directional sign to accessible emergency exit not provided	- -	Provide tactile exit signs with raised characters and braille at exit doors. Mount signs between 48"- 60" above the finished floor located on the latch side of the door. Provide a directional sign indicating the location of the nearest accessible emergency exit.	1	
15	Exit Door to Step	2		Emergency Exit	N/A		Tactile sign not provided at exit Directional sign to accessible emergency exit not provided	- -	Provide tactile exit signs with raised characters and braille at exit doors. Mount signs between 48"- 60" above the finished floor located on the latch side of the door. Provide a directional sign indicating the location of the nearest accessible emergency exit.	1	

**Town of Hingham
Hingham Public Library**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
16	Exit Door to Step	2		Emergency Exit	N/A		Tactile sign not provided at exit Directional sign to accessible emergency exit not provided	- -	Provide tactile exit signs with raised characters and braille at exit doors. Mount signs between 48"- 60" above the finished floor located on the latch side of the door. Provide a directional sign indicating the location of the nearest accessible emergency exit.	1	
17	Egress Door on Southeast Near Large Print	1		Emergency Exit	N/A		Tactile sign not provided at exit Illuminated Int. Symbol of Acc. not provided (MAAB 2006)	- -	Provide tactile exit signs with raised characters and braille at exit doors. Mount signs between 48"- 60" above the finished floor located on the latch side of the door. Provide an illuminated sign with the International Symbol of Accessibility (ISA).	1	
18	Egress Door on Southeast Near Periodicals	1		Emergency Exit	N/A		Tactile sign not provided at exit Illuminated Int. Symbol of Acc. not provided (MAAB 2006)	- -	Provide tactile exit signs with raised characters and braille at exit doors. Mount signs between 48"- 60" above the finished floor located on the latch side of the door. Provide an illuminated sign with the International Symbol of Accessibility (ISA).	1	
19	Entrance	1		Emergency Exit	N/A		Tactile sign not provided at exit Illuminated Int. Symbol of Acc. not provided (MAAB 2006)	- -	Provide tactile exit signs with raised characters and braille at exit doors. Mount signs between 48"- 60" above the finished floor located on the latch side of the door. Provide an illuminated sign with the International Symbol of Accessibility (ISA).	1	
20	Exit Door at the Lobby	2		Emergency Exit	N/A		Tactile sign not provided at exit Illuminated Int. Symbol of Acc. not provided (MAAB 2006)	- -	Provide tactile exit signs with raised characters and braille at exit doors. Mount signs between 48"- 60" above the finished floor located on the latch side of the door. Provide an illuminated sign with the International Symbol of Accessibility (ISA).	1	

**Town of Hingham
Hingham Public Library**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
21	Staff Entrance Lobby/Public Egress on South Side	2	127	Emergency Exit	N/A		Tactile sign not provided at exit Illuminated Int. Symbol of Acc. not provided (MAAB 2006)	- -	Provide tactile exit signs with raised characters and braille at exit doors. Mount signs between 48"- 60" above the finished floor located on the latch side of the door. Provide an illuminated sign with the International Symbol of Accessibility (ISA).	1	
22	Exit Door on West	2		Emergency Exit	N/A		Tactile sign not provided at exit Illuminated Int. Symbol of Acc. not provided (MAAB 2006)	- -	Provide tactile exit signs with raised characters and braille at exit doors. Mount signs between 48"- 60" above the finished floor located on the latch side of the door. Provide an illuminated sign with the International Symbol of Accessibility (ISA).	1	
23	Hallway Between North and South Buildings	2		Emergency Exit	N/A		Tactile sign not provided at exit Illuminated Int. Symbol of Acc. not provided (MAAB 2006)	- -	Provide tactile exit signs with raised characters and braille at exit doors. Mount signs between 48"- 60" above the finished floor located on the latch side of the door. Provide an illuminated sign with the International Symbol of Accessibility (ISA).	1	
24	Egress Door South of Main Entrance by Periodicals	1	036	Emergency Exit	N/A		Illuminated Int. Symbol of Acc. not provided (MAAB 2006) Tactile sign not provided at exit	- -	Provide tactile exit signs with raised characters and braille at exit doors. Mount signs between 48"- 60" above the finished floor located on the latch side of the door on the glass. Provide an illuminated sign with the International Symbol of Accessibility (ISA).	1	
25	Exit Door on West	2		Emergency Exit	N/A		Clear width at door < 32"	31"	Install offset hinges to ensure that the door has a clear width of 32 inches.	1	

**Town of Hingham
Hingham Public Library**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
26	Exit Door to Courtyard	2		Emergency Exit	N/A		Clear width at door < 32"	31"	Install offset hinges to ensure that the door has a clear width of 32 inches.	1	
27	Egress Door on Southeast Near Periodicals	1		Emergency Exit	N/A		Maneuvering clearance not provided at recess > 6"	14"	The door is recessed greater than 6" from the edge of the interior wall. Install an automatic door opener. Additionally, the door could be rebuilt so that it is not recessed greater than 6" deep.	1	
28	Exit Door on Northeast	1		Emergency Exit	N/A		Threshold > 1/2" high	1.25"	Alter the threshold to be 1/2" high max.	1	
29	Exit Door on Northeast	1		Emergency Exit	N/A		Threshold > 1/2" high	1"	Alter the threshold to be 1/2" high max.	1	
30	Hallway Between North and South Buildings	2		Emergency Exit	N/A		Threshold > 1/2" high	0.75"	Alter the threshold to be 1/2" high max.	1	

Access to Goods and Services

**Town of Hingham
Hingham Public Library**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
Means of Egress											
31	Staircase by Children's Multi-Media	2		Means of Egress	N/A		Tactile exit sign not provided	-	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above the finished floor located on the latch side of the door.	1	
32	Exit on Northeast	2		Means of Egress	N/A		Tactile exit sign not provided Directional sign to accessible emergency exit not provided	-- -	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above the finished floor located on the latch side of the door. Provide a directional sign indicating the location of the nearest accessible emergency exit.	1	
Interior Access Route											
33	Near Reception Area	1		Interior Access Route	N/A		Route < 36" wide	34.9"	Ensure that a clear width of 36" min. is maintained at the accessible route.	1	
34	Children's Collection	2		Interior Access Route	N/A		Route < 36" wide	30"	Ensure that a clear width of 36" min. is maintained at the accessible route. Relocate furniture.	1	
35	Children's Collection	2		Interior Access Route	N/A		Route < 36" wide	34"	Ensure that a clear width of 36" min. is maintained at the accessible route.	1	

**Town of Hingham
Hingham Public Library**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
36	Children's Collection	2		Interior Access Route	N/A		Route < 36" wide	33.5"	Ensure that a clear width of 36" min. is maintained at the accessible route.	1	
37	Near Exit Door on East	2		Interior Access Route	N/A		Route < 36" wide	35"	Ensure that a clear width of 36" min. is maintained at the accessible route.	1	
38	Young Adults Section	2		Interior Access Route	N/A		Route < 36" wide	27"	Ensure that a clear width of 36" min. is maintained at the accessible route. Relocate furniture.	1	
39	Near Reception Area	1		Interior Access Route	N/A		Obstructed by protruding objects	28"	Provide a cane-detectable barrier under the table that is no higher than 27" above the finished floor.	1	
40	Trustees Conference Room	1	9	Interior Access Route	N/A		Obstructed by protruding objects	-	Relocate the fire extinguisher out of the circulation path. Additionally a cane-detectable barrier could be provided underneath the extinguisher.	1	

**Town of Hingham
Hingham Public Library**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
41	All Gender Children's Toilet Room	2		Interior Access Route	N/A		Obstructed by protruding objects	6.8"	Relocate the metal box out of the circulation route. Additionally a cane-detectable barrier could be provided underneath the box or a low profile dispenser or recessed dispenser could be provided.	1	
42	By Student Project Room	2		Interior Access Route	N/A		Obstructed by protruding objects	22"	Provide a cane-detectable barrier on each side of the desk.	2	
43	Near Reception Area	1		Interior Access Route	N/A		Vertical clearance < 80" above finished floor	31.9"	Provide a cane-detectable barrier under the table that is no higher than 27" above the finished floor. The current rail is located too high to be cane-detectable.	1	
Doors, Doorways, & Gates											
44	Courtyard	2		Doors, Doorways, & Gates	Other		Clear width at door < 32"	31"	Install offset hinges to ensure that the door has a clear width of 32 inches.	1	
45	Book Store	1		Doors, Doorways, & Gates	Other		Maneuvering clearance(s) not provided	6"	Relocate furniture to ensure that there is 18" clear on the latch side of the door.	1	

**Town of Hingham
Hingham Public Library**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
46	Toilet Room by Training Room	1		Doors, Doorways, & Gates	Toilet Room		Maneuvering clearance(s) not provided	13"	Relocate paper towel dispenser to ensure that there is 18" on the latch pull side of the door.	1	
47	Men's Toilet Room Near Music Section	2		Doors, Doorways, & Gates	Toilet Room		Maneuvering clearance(s) not provided	-	Relocate the trash can out to ensure that there is 18" clear on the latch side of the door.	1	
48	Story Telling/Activity Room	2	116A	Doors, Doorways, & Gates	Other		Maneuvering clearance(s) not provided	13"	Relocate the trash container (and furniture if necessary) so that there is 18" clear on the latch pull side of the door.	1	
49	Staff Entrance Lobby/Public Egress on South Side	2	127	Doors, Doorways, & Gates	Emergency Egress		Maneuvering clearance at door > 1:50 (2.00%)	6%	Provide an automatic door opener at the exterior door.	1	
50	Trustees Conference Room	1	9	Doors, Doorways, & Gates	Other		Door requires > 5 lbs. of force to open	7 lbs	Adjust closers so doors do not require more than 5 pounds of force to open.	1	

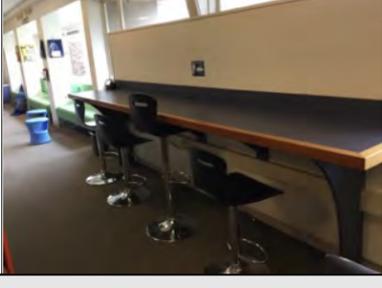
**Town of Hingham
Hingham Public Library**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
51	Middleton Reading and Reference Room	2		Doors, Doorways, & Gates	Other		Door requires > 5 lbs. of force to open	10 lbs	Adjust closers so doors do not require more than 5 pounds of force to open.	1	
52	Women's Toilet Room by Audio Visual Department	2		Doors, Doorways, & Gates	Toilet Room		Door requires > 5 lbs. of force to open	10 lbs	Adjust closers so doors do not require more than 5 pounds of force to open.	1	
Ramps											
53	Ramp Leading to Young Adults Section	2		Ramps	Interior		Running slope >1:12 (8.33%)	9.2%	Repair to this ramp might be technically infeasible.	1	
Signage											
54	Student Project Room 1	2		Signage	Designation		Raised characters not provided on sign Braille not provided on sign	- -	Provide text with raised characters duplicated in braille on sign. The baseline of raised characters should be located between 48" and 60" above finished floor and the sign should be located on the wall or glass alongside the latch side of the door.	2	
55	Whiton Meeting Room	1		Signage	Designation		Sign not located on the latch side of the door	-	Where a tactile sign is provided at double doors with one active leaf, the sign shall be located on the inactive leaf. Where a tactile sign is provided at double doors with two active leaves, the sign must be located to the right of the right hand door.	1	

**Town of Hingham
Hingham Public Library**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
56	Whiton Meeting Room	1		Signage	Informational		Non-glare finish and contrast not provided on sign	-	Install a sign with a non-glare finish with characters that have a high contrast to the background.	1	
57	Preschool	2		Signage	Informational		Non-glare finish and contrast not provided on sign	-	Install a sign with characters that have a high contrast to the background.	1	
58	Story Telling/ Activity Room	2	116	Signage	Designation		Non-glare finish and contrast not provided on sign	-	Install a sign with characters that have a high contrast to the background.	1	
59	Story Telling/ Activity Room	2	116A	Signage	Designation		Non-glare finish and contrast not provided on sign	-	Install a sign with a non-glare finish with characters that have a high contrast to the background.	2	
Operable Parts											
60	Whiton Meeting Room	1		Operable Parts	Clothes Rod/Hooks		Reach < 15" or > 48"(forward/side approach)	58.7"	Provide a clothes rod that is no higher than 48" above the finished floor.	1	

**Town of Hingham
Hingham Public Library**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
61	All Gender Children's Toilet Room	2		Operable Parts	Other		Side reach > 54"	61"	Relocate baby changing table so that controls are between 15" - 48" above the finished floor.	1	
Dining or Work Surfaces											
62	Courtyard	2		Dining or Work Surfaces	Dining Surface		At least one or 5% accessible tables not provided Knee or toe clearance not provided	- -	Ensure that at least one dining surface is accessible. Provide at least one dining surface with 27" min. knee and toe clearance.	1	
63	Student Project Rooms 1 and 2	2		Dining or Work Surfaces	Work Surface		Knee or toe clearance not provided	-	Provide at least one dining or work surface with toe clearance.	2	
64	By Student Project Room	2		Dining or Work Surfaces	Work Surface		Top of dining/work surface < 28" or > 34"	36"	Provide at least one work surface with top between 28"- 34" above the floor and 27" clear height underneath.	1	
65	Young Adults Section	2		Dining or Work Surfaces	Work Surface		Top of dining/work surface < 28" or > 34"	36.3"	Provide at least one work surface with top between 28"- 34" above the floor and 27" clear height underneath.	1	
Toilet & Bathing Rooms											

**Town of Hingham
Hingham Public Library**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
Lavatory											
66	Single-User Toilet Room	1		Lavatory	N/A		Plumbing underneath is exposed	-	Insulate or otherwise configure pipes to prevent contact at the lavatory.	1	
Single-User Toilet											
67	Women's Toilet Room by Audio Visual Department	2		Single-User Toilet	N/A		Toilet seat < 17" or > 19" high	21"	Install a toilet with a seat between 17"- 19" high above the finished floor.	1	
68	Women's and Men's Toilet Rooms by the Elevator	1		Single-User Toilet	N/A		Paper towel dispenser is mounted over the grab bar	-	Ensure that no dispensers are mounted over the grab bar.	2	
69	Men's Toilet Room Near Music Section	2		Single-User Toilet	N/A		Paper towel dispenser is mounted over the grab bar	-	Ensure that no dispensers are mounted over the grab bar.	1	
70	Women's Toilet Room by Audio Visual Department	2		Single-User Toilet	N/A		Paper towel dispenser is mounted over the grab bar	-	Ensure that no dispensers are mounted over the grab bar.	1	

**Town of Hingham
Hingham Public Library**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
Dispensers											
71	Toilet Room by Training Room	1		Dispensers	Other		Not operable with a closed fist	-	Provide baby changing table that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist.	1	
Additional Access											
Drinking Fountains											
72	By Book Store	1		Drinking Fountains	Hi-Lo		Standing height fountain does not have cane protection	-	Provide a cane-detectable barrier skirt under the high unit.	1	
73	Corridor by Toilet Rooms	1		Drinking Fountains	Hi-Lo		Standing height fountain does not have cane protection	32.5"	Provide a cane-detectable barrier skirt under the high unit.	1	
74	By Audio Visual Department	2		Drinking Fountains	Hi-Lo		Standing height fountain does not have cane protection	-	Provide a cane-detectable barrier skirt under the high unit.	1	
75	Corridor Leading to Ramp	2		Drinking Fountains	Hi-Lo		Standing height fountain does not have cane protection	-	Provide a cane-detectable barrier skirt under the high unit.	1	

**Town of Hingham
Hingham Public Library**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
Sink											
76	Whiton Meeting Room	1		Sink	Kitchenette		Clear floor space not provided at sink Toe and knee clearances not provided	- 26"	Provide a 30" by 48" clear floor space positioned for a forward approach. Relocate furniture. Ensure there is a 27" min. knee clearance positioned for a forward approach.	1	
77	Story Telling/ Activity Room	2	116A	Sink	Classroom		Toe and knee clearances not provided	26"	Ensure there is a 27" min. knee clearance positioned for a forward approach.	1	
Best Practice											
78	Lobby	1							Recommend providing furniture that has a high contrast to the floor (that will be easier to detect by people with low vision).	1	
79	Staircase C	1							Good example of seating with back rests and armrests by the stairs.	1	
80	Study Room	1							Recommend providing visual manifestations on the glass to help people who are low vision detect the glass wall.	1	

**Town of Hingham
Hingham Public Library**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
81	Whiton Meeting Room	1							Recommend providing an adjustable height podium with knee and toe clearance.	1	
82	Courtyard	2							Recommend providing 36" wide by 48" deep clear floor space next to at least one bench in the courtyard so that a wheelchair user is able to sit shoulder-to-shoulder with a person seated on the bench.	1	
83	Courtyard Stair	2							Recommend providing color contrasting strips on the stair treads.	1	
84	Children's Entrance Stairs	Ext.							Recommend contrasting color strips on stairs. Railings are excellent.	1	

Town Hall



Town of Hingham ADA Transition Plan

October 2023



Institute for Human Centered Design

560 Harrison Avenue, Unit 401 Boston MA 02118
www.IHCDesign.org • info@IHCDesign.org 617-695-1225
voice/ tty

Background

Year Built: Building C (1927), Buildings A and B: School Department and Senior Center (1965)

Year Renovated: 1998

Hingham Town Hall is located at 210 Central Street. In addition to Town Hall, departments housed at the facility include the Police Department, the senior center, the Recreation Department and the School Department.

The facility consists of four (4) buildings with connectors between the four (4) buildings. Building A is one (1) story and located on the south side. It contains the senior center, and the booking area and holding cells for the Police Department. The senior center contains a sitting area, a kitchen, a large classroom, a small classroom, a multipurpose room, and women's and men's toilet rooms. The north side of Building A connects to Building B.

Building B is located north of Building A and has three (3) stories. The levels of the building are connected by one (1) elevator, one (1) lift and stairways. The first floor has accessible entrances to the School Department and the Police Department, the reception area of the Police Department, a licensing office, and men's and women's toilet rooms. The second floor of Building B contains police department offices including the records office, the prosecutor's office, the detective's office, the administrative lieutenant's office, the deputy chief's office, the chief's office, and the Regional Communications Center. The third floor contains school department offices, including a conference room and offices for the superintendent, assistant superintendent, Payroll Department and Accounting Department.

Building C has one (1) accessible entrance on the northeast side, one (1) inaccessible entrance on the north side, and the main accessible entrance on the west side. This building has four (4) floors that are connected by an elevator and five (5) stairwells. The basement is used by the Recreation Department and contains a fitness room, a gym, a storage room, a spinning

classroom, a yoga classroom and men's and women's multi-user toilet rooms. The basement connects to Building D via a stairwell. The first floor contains the main entrance to Town Hall, the Town clerk's office, the treasurer/ collector's office, a social worker's office, the Health Department, the Board of Assessor's office, a voting area, and a women's toilet room. The first floor connects to Building B on the south side via a ramp. The second floor contains Sanborn Auditorium, a staff lounge that is open to the public, the veteran's services office, the Human Resources office, the central meeting room, the Planning Board office, the conservation office, the Building and Zoning Departments, and men's and women's multi-user toilet rooms. The second floor provides a connection to Building B on the south side via a stairwell. The third floor contains the balcony level of Sanborn Auditorium, the accounting office, the Select Board/Town Administrator's office, the north, south and east hearing rooms, the committee room and IT Department, and multi-user men's and women's toilet rooms. The third floor of Building C connects to Building B via a stairway.

Building D is located on the northeast side. It is one (1) story with one (1) accessible entrance. The building contains facilities for the Recreation Department, including a game room and an office. The south side of the building connects to the basement of Building C via a set of stairs.

Town Hall has 159 parking spaces. There is a parking lot on the north side by Buildings C and D and a parking lot on the south side by Buildings A and B. Additionally, parallel parking is provided in front of Building C.

Key Accessibility Issues

Exterior Routes

Accessibility issues include routes with surface openings that are greater than allowed, routes with changes in level greater than allowed, routes that are not stable, firm and slip-resistant, routes with excessive cross slopes, routes that are not maintained in operable working condition, and routes that do not prevent accumulation of water.

Town Hall

Curb Ramps

Accessibility issues include curb ramps with running slopes that are greater than allowed and one curb ramp where the transition from the curb ramp to the street is not flush.

Parking Lots

Accessibility issues include lack of signage with the designation "Van Accessible" at the van accessible parking space by the senior center, and lack of one van accessible parking space with signage containing the International Symbol of Accessibility (ISA) and the designation "Van Accessible" in the north parking lot.

Ramps

Accessibility issues by the north side exterior ramp into the main entrance of Town Hall includes handrails that do not extend past the top and bottom of the ramp run and lack of edge protection.

Accessibility issues with interior ramps include one ramp in Building C that has a running slope that is greater than allowed and handrails that are not located at a proper height. Additionally, there is a ramp in Building B that has handrails that do not extend beyond the top and the bottom of the ramp run.

Stairs

Accessibility issues with exterior stairs include handrails that do not extend past the top and bottom of stairs, handrails with noncompliant cross sections, stairs with open risers, and stairs that are not maintained in operable working condition.

Accessibility issues with interior stairs include stairs with handrails on only one side, handrails that do not extend from the stairs, and handrails with noncompliant cross sections.

Accessible Interior Vertical Circulation

Accessibility issues include lack of an interior accessible vertical circulation route between the recreation department gym in the basement of Town Hall (Building C) and the first floor of the Recreation Building (Building D).

Protruding Objects

Accessibility issues include items such as shelves and fire extinguishers that act as protruding objects in the circulation

path. In addition, the vertical clearance in four locations is less than 80" high (underneath televisions, signs and stairways).

Signage

Accessibility issues include lack of directional signs at the inaccessible entrances (to Town Hall and the Hingham Recreation Department) directing visitors to the nearest accessible entrance, lack of signs with the International Symbol of Accessibility (ISA) at each accessible entrance, lack of directional signs at inaccessible exits directing visitors to the nearest accessible exit, lack of signage with raised characters and braille at all exit doors, and lack of illuminated signs with the International Symbol of Accessibility (ISA) at accessible exit doors. Additionally, several designation and egress signs lack raised characters and braille, several designation signs have raised characters with a serif font, several designation signs are not located on the latch side of the door, two (2) designation signs lack a clear floor space in front of each sign, and several signs have glare.

Doors and Doorways

Accessibility issues with doors include doors that lack maneuvering clearance, doors that are recessed a greater amount than allowed, doors that have a clear width that is less than allowed, doors with thresholds that are higher than allowed, and doors that require a greater amount of opening force than allowed. Additionally, the automatic door openers at the door between Buildings B and C on the first floor were not operable on the day of survey.

Assembly Areas

Accessibility issues in Sanborn Auditorium include lack of an accessible route to the stage, lack of four (4) designated aisle seats that are identified by an International Symbol of Accessibility (ISA) symbol and have a folding or retractable armrest, and lack of signage denoting the assistive listening system. Additionally, there is evidence of audible communication in the north and south hearing rooms in Town Hall, however IHCD staff was informed that an assistive listening system is not provided in these rooms.

Note: In each assembly area where audible communication is integral to the use of the space, an assistive listening system shall be provided, and the assistive listening system shall be identified by a sign with the International Symbol of Access for Hearing Loss.

Toilet Rooms

Accessibility issues include lack of knee clearance at the lavatories, lack of insulated pipes at one accessible lavatory in each toilet room, accessible compartment doors that have inadequate maneuvering clearance due to the location of furniture, accessible compartment doors that lack door pulls on each side, accessible compartment doors that have malfunctioning self-closing hinges, lack of adequate clear floor space in the accessible women's toilet compartment in the basement of Building C, and dispensers that act as protruding objects in the circulation path.

Holding Cells

Accessibility issues include lack of a compliant toilet/lavatory unit in at least one of the male, female and juvenile cells and lack of turning space in at least one of the male, female and juvenile cells. The Town can achieve program access by making arrangements to transfer men, women and juveniles who need a mobility accessible holding cell to another Town, City or County holding cell that is accessible.

Note: See the Department of Justice (DOJ) document ADA/Section 504 Design Guide: Accessible Cells in Correctional Facilities: <https://www.ada.gov/accessiblecells.htm>.

Sinks

Accessibility issues with the sink in the staff lounge that is open to the public on the second floor of Building C and with the sink by the booking department in Building A include a rim or counter that is located higher than allowed, lack knee and toe clearance for a forward approach, and exposed pipes underneath the sink. Additionally, there is a soap dispenser at the sink by booking that is located higher than reach range.

Town Hall

Note: For program access, ensure that members of the public can be accompanied to an accessible sink in the police station.

Additional Accessibility Issues

- Lack of accessible service counters in the Police Department booking area and in the Planning Board office.
- Operable parts such as pamphlets, fire extinguishers and coat hooks are located higher than allowed.
- Knee or toe clearance is not provided at work surfaces in eight (8) locations.
- Picnic tables on the patio by the auditorium and by the senior center lack knee and toe clearance positioned for a forward approach. In addition, the picnic table on the patio by the auditorium is not located on an accessible route and the surface at the picnic table is not stable, firm and slip-resistant.
- Lack of an accessible route to the bench by the main entrance to Town Hall and by the Central Street bus stop.
- Drinking fountains are not provided for standing user in three (3) locations and a drinking fountain is not provided for a seated user in one (1) location.
- In the fitness room in the basement of Building C, one of each type of exercise equipment lacks clear floor space positioned for transfer.

Best Practice and Inclusive Design

Best practice and inclusive design recommendations include elements that are not required in the standards but may create enhanced experiences for all users.

- Recommend providing one (1) accessible parallel parking space by the main entrance to Town Hall. Provide signage with the International Symbol of Accessibility (ISA) at the head of the parking space to reserve it for people using HP plates or placards. See **Figure 1**:



- The senior center parking lot is often full and people must park a great distance away from the building entrance. IHCD recommends providing additional perpendicular or angled accessible parking spaces in the red highlighted area by the senior center shown below in **Figure 2**:



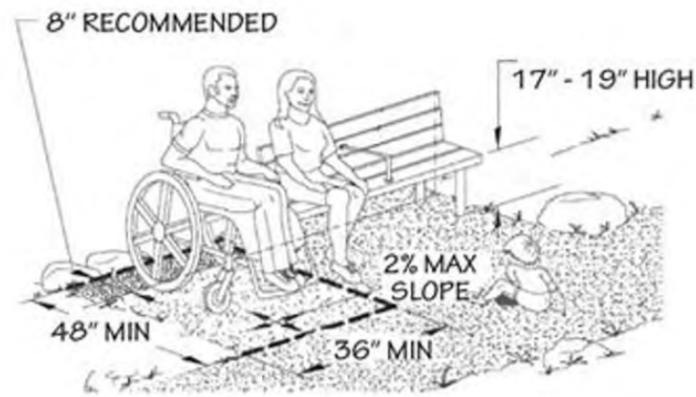
- Recommend providing visually contrasting strips on each stair tread.
- Recommend using a larger font on the signage that identifies the cabinets in the kitchen of the senior center.
- Recommend providing signage with raised characters and braille on the latch side of the door to all permanent rooms that lack designation signage.

- Recommend providing a bench by the drop off area for the senior center so that people are able to see when their ride arrives. Recommend providing an enclosure for inclement weather.
- Recommend creating a compliant passenger loading zone in front of the senior center. (Provide a marked access aisle that is at least 60" wide and that extends the full length of the vehicle. Provide a sign that includes the International Symbol of Accessibility (ISA) at the head of the space. Locate the sign so that the bottom is 60" min. above the ground and the top is 96" max. above the ground.)
- The entrance to the senior center is obscured by plantings. Recommend placing a sign denoting the main entrance to the senior center at the following location. See **Figure 3**:



- Recommend providing a 36" min. by 48" min. stable, firm and slip-resistant surface adjacent to at least one bench in the exterior area where benches are provided in a manner that is substantially similar to what is shown in **Figure 4**.

Figure 4 shows a stable, firm and slip-resistant surface adjacent to a bench positioned to allow a person in a wheeled mobility device and a person sitting on the bench to have their shoulders aligned:



- Recommend providing adjustable height podiums with knee and toe clearance in the north and south hearing rooms.

Wayfinding

Wayfinding was a major concern of representatives from the Hingham Commission on Disabilities and improving the wayfinding system would benefit the entire Town. Wayfinding is an inclusive design concern, and not addressed in accessibility standards or regulations. A full wayfinding analysis of the facility is recommended. IHCD would be pleased to undertake a wayfinding study of the building, but it is outside the scope of this project. A wayfinding system is a complex collection of facets made up of design elements like architecture, signs and maps, operational elements like floor numbering and direction-giving, and design and operational elements like inclusive design, kiosks, apps, and information on websites. User preferences and behavior play a large part in wayfinding. Wayfinding strategies that would help to mitigate the wayfinding problems include the following:

- The chalkboard announcing the location of meetings is handwritten and difficult to read. IHCD recommends providing a computer screen that has visual characters that comply with 2010 ADA Standards 703.5; including providing contrast between characters and their background, providing a non-glare finish, and providing characters in a conventional form (not italic, oblique, script, highly decorative, or of other unusual forms). Consider also updating this information (showing meeting location) on the Town web site. **Figure 5** illustrates the existing chalkboard:



- Provide clear information about the locations of destination spaces at each entrance.
- Provide a clear map at each main entrance that details key designation points such as toilet rooms, assembly areas and departments. Ensure that information about accessible routes between arrival and destination points is provided.
- Focus attention on providing information at the key decision points inside the building. Decision points are places where people must decide how to proceed: go straight, turn right, turn left (or even turn around and go back in the opposite direction). Some decision points are particularly important since everyone will need to orient or re-orient themselves there. These include building entrances and exits, elevator lobbies (as people enter and exit elevators), places where there are several directional options, and sometimes stair entrances and exits.
- Provide clear information and maps on the Town's website showing destination points and accessible routes around Town Hall so that the public can plan routes ahead of time.
- Consider providing clearer directories in each building to help people navigate, especially in places where the accessible route is different than the general circulation route to the area (e.g., on the second and third floors where stairways are provided at the connector between buildings B and C).
- The accessible route through the four (4) buildings is very complicated and involves taking a ramp and elevator if a visitor is navigating from Town Hall to the senior center. Due

to the complex circulation factors, uniform clear signage is recommended.

**Town of Hingham
Town Hall**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
Approach and Entrance											
Exterior Access Route											
1	Building C, Route From Central Auditorium Stair South	Ext.		Exterior Access Route	Walkway		Surface openings > 1/2" Level changes > 1/4" Surface is not stable, firm, and slip-resistant		Repair pavement so that openings are 1/2" max. Alter change in level to be 1/4" high max.	1	
2	South Accessible Parking by Building A, Senior Center to Building A, Senior Center Drop-Off	Ext.		Exterior Access Route	Exterior		Cross slope > 1:50 (2.00%)	3.2%	Reduce cross slope to be no steeper than 1:50 (2.00%).	1	
3	Building B, School Department to Building B, Police Station	Ext.		Exterior Access Route	Walkway		Cross slope > 1:50 (2.00%)	3.6%	Reduce cross slope to be no steeper than 1:50 (2.00%).	1	
4	Building B, Police Station to Building C, Town Hall	Ext.		Exterior Access Route	Walkway		Cross slope > 1:50 (2.00%)	4.1%	Reduce cross slope to be no steeper than 1:50 (2.00%).	1	
5	Building C Town Hall to Building D, Recreation Department	Ext.		Exterior Access Route	Walkway		Cross slope > 1:50 (2.00%)	5.2%	Reduce cross slope to be no steeper than 1:50 (2.00%).	1	

**Town of Hingham
Town Hall**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
6	Building C, Town Hall, North Egress, Secondary Entrance to Building D, Recreation Department	Ext.		Exterior Access Route	Walkway		Cross slope > 1:50 (2.00%)	5.8%	Reduce cross slope to be no steeper than 1:50 (2.00%).	1	
7	Northwest Accessible Parking to Building D, Recreation Department	Ext.		Exterior Access Route	Walkway		Running slope > 1:20 (5.00%)	6.2%	Reduce running slope to be no steeper than 1:20 (5.00%).	1	
8	Building D, Route From Entrance to the Sports Field	Ext.		Exterior Access Route	Exterior		Level changes > 1/4"	2"	Alter change in level to be 1/4" high max.	1	
9	Building A, Senior Center, Route to Main Entrance	Ext.		Exterior Access Route	Walkway		Level changes > 1/4" Surface is not stable, firm, and slip-resistant	.5" -	Alter change in level to be 1/4" high max. Repair surface.	1	
10	Building C, Town Hall, Front Entrance Crosswalk	Ext.		Exterior Access Route	Walkway		Surface is not stable, firm, and slip-resistant	-	Repair surface.	1	

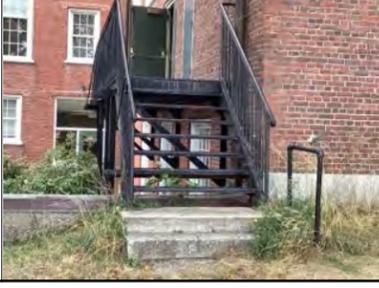
**Town of Hingham
Town Hall**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
11	Building C, Town Hall, Curved North Walkway From Flag Pole to Central Street	Ext.		Exterior Access Route	Walkway		Surface is not stable, firm, and slip-resistant	-	Repair surface.	1	
12	Plaza Between Building D and C	Ext.		Exterior Access Route	Walkway		Surface is not stable, firm, and slip-resistant	-	Repair the surface at the joint.	1	
13	Building C, Route by Central Auditorium Stair	Ext.		Exterior Access Route	Walkway		Surface is not stable, firm, and slip-resistant	-	Repair surface.	1	
14	Building C, Route From Central Auditorium Stair South	Ext.		Exterior Access Route	Walkway		Surface is not stable, firm, and slip-resistant		Repair surface.	1	
15	Building D, Route to the Sports Field	Ext.		Exterior Access Route	Walkway		Does not prevent accumulation of water	-	Repair surface.	1	

**Town of Hingham
Town Hall**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
16	Building C, Town Hall, Curved South Walkway From Flag Pole to Central Street	Ext.		Exterior Access Route	Walkway		Route not maintained in operable working condition	-	Ensure the accessible route is maintained in operable working condition.	1	
Curb Ramp											
17	Building A, Senior Center, Route to Main Entrance,	Ext.		Curb Ramp	N/A		Running slope > 1:12 (8.33%)	11.5%	Reduce running slope to be no steeper than 1:12 (8.33%).	1	
18	North Accessible Parking by Building C, Town Hall, North Egress, Secondary Entrance	Ext.		Curb Ramp	N/A		Running slope > 1:12 (8.33%)	9.3%	Reduce running slope to be no steeper than 1:12 (8.33%).	1	
19	North Parking to Building C, Town Hall, Main Entrance	Ext.		Curb Ramp	N/A		Transition from curb ramp to street not flush	.5"	Ensure transition from curb ramp to street is flush or free of changes in level.	1	
Off-Street Parking Lot or Garage											
20	South Accessible Parking by Building A, Senior Center	Ext.		Off-Street Parking Lot or Garage	Visitor		Total # of parking Total # of designated accessible parking spaces Total # of designated van accessible spaces Sign does not have the designation "Van Accessible"	18 2 - -	Add the designation "Van Accessible" to the sign located at the van accessible space.	1	

**Town of Hingham
Town Hall**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
21	North Accessible Parking by Building C, Town Hall, North Egress, Secondary Entrance	Ext.		Off-Street Parking Lot or Garage	Visitor		Total # of parking Total # of designated accessible parking spaces Total # of designated van accessible spaces	141 4 0	Provide one (1) van accessible parking space with signage with the International Symbol of Accessibility (ISA) and the designation "Van Accessible".	1	
Exterior Ramp											
22	Building C, Town Hall, North Ramp at Main Entrance	Ext.		Exterior Ramp	N/A		Handrails do not extend 12" past top & bottom Edge protection < 4" high	-	Alter handrails to extend horizontally above the landing for 12" min. beyond the top and bottom of ramp runs. Provide edge protection at the base of the ramp on the right side of the photograph that prevents the passage of a 4" diameter sphere, where any portion of the sphere is within 4" of the finished floor or ground surface.	1	
Exterior Stair											
23	Building C, Central Stairs From Auditorium to Field	Ext.		Exterior Stair	N/A		Handrails do not extend 12" from stair Cross section of handrail is not compliant	- -	Top: Ensure handrails extend horizontally above the landing for 12" min. beginning above the first riser nosing. Bottom: Ensure that the sloped bottom extension extends one tread depth min. beyond last riser nosing in same direction as stair flight. Provide handrails with 1 1/4" - 2" circular cross sections.	1	
24	Building D, Recreation Department, East Egress Stairs From the Game Room to the Field	1		Exterior Stair	N/A		Handrails do not extend 12" from stair Not maintained in operable working condition	- -	Top: Ensure handrails extend horizontally above the landing for 12" min. beginning above the first riser nosing. Bottom: Ensure that the sloped bottom extension extends one tread depth min. beyond last riser nosing in same direction as stair flight. Ensure stairs are maintained in operable working condition and kept clear of leaves.	1	
25	Building C, Auditorium South Stepped Exit to Field	Ext.		Exterior Stair	N/A		Handrails do not extend 12" from stair Stair has open risers	- -	Bottom: Ensure that the sloped bottom extension extends one tread depth min. beyond last riser nosing in same direction as stair flight. Ensure stairs have closed risers.	1	

**Town of Hingham
Town Hall**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
26	Building C, Town Hall, Main Entrance Stair	Ext.		Exterior Stair	N/A		Cross section of handrail is not compliant	-	Provide handrails with 1 1/4" - 2" circular cross sections.	2	
27	Building C, Central Stairs From Auditorium to Field	Ext.		Exterior Stair	N/A		Not maintained in operable working condition	-	Ensure stairs are maintained in operable working condition.	1	
28	Building C, Auditorium North Stepped Exit to Field	Ext.		Exterior Stair	N/A		Stair has open risers Handrails do not extend 12" from stair	- -	Top: Ensure handrails extend horizontally above the landing for 12" min. beginning above the first riser nosing. Bottom: Ensure that the sloped bottom extension extends one tread depth min. beyond last riser nosing in same direction as stair flight. Ensure stairs have closed risers.	1	
Entrance											
29	Building D, East Entrance to the Recreation Department From the Field	Ext.		Entrance	Secondary Entrance		Entrance not on an accessible route Directional sign to accessible entrance not provided	- -	Provide a directional sign indicating the location of the nearest accessible entrance. Where a directional sign is required, it should be located to minimize backtracking. In some cases, this could mean locating a sign at the beginning of a route, not just at the inaccessible entrances to a building.	1	
30	Building C, Town Hall, Northwest Secondary Entrance	1		Entrance	Secondary Entrance		Directional sign to accessible entrance not provided	-	Provide a directional sign indicating the location of the nearest accessible entrance. Where a directional sign is required, it should be located to minimize backtracking. In some cases, this could mean locating a sign at the beginning of a route, not just at the inaccessible entrances to a building.	1	

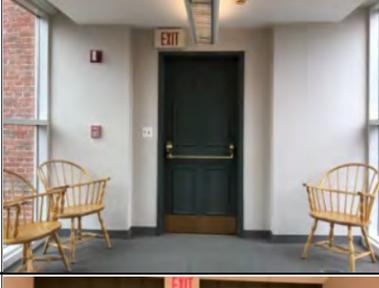
**Town of Hingham
Town Hall**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
31	Building B, Police Station, Main Entrance	1		Entrance	Main Entrance		International Symbol of Accessibility not provided	-	Provide a sign with the International Symbol of Accessibility (ISA). Recommend locating the directional sign over the tactile designation sign that is required in addition at this door.	1	
32	Building B, School Department, Main Entrance	1		Entrance	Main Entrance		International Symbol of Accessibility not provided	-	Provide a sign with the International Symbol of Accessibility (ISA). Recommend locating the ISA sign over the tactile designation sign that is required in addition at this door.	1	
33	Building D, Recreation Department, North Egress, Main Entrance	1		Entrance	Main Entrance		International Symbol of Accessibility not provided	- -	Provide a sign with the International Symbol of Accessibility (ISA). Recommend locating the ISA sign over the tactile designation sign that is required in addition at this door.	1	
34	Building C, Town Hall, Main Entrance, West Side	Ext.		Entrance	Main Entrance		International Symbol of Accessibility not provided	-	Provide a sign with the International Symbol of Accessibility (ISA). Recommend locating the ISA sign above the automatic door opener on the right.	1	
35	Building A, Senior Center, Main Entrance	Ext.		Entrance	Main Entrance		International Symbol of Accessibility not provided	-	Provide a sign with the International Symbol of Accessibility (ISA). Recommend locating the ISA sign over the tactile designation sign that is required in addition at this door.	1	

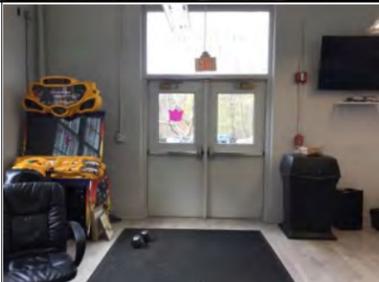
**Town of Hingham
Town Hall**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
36	Building C, Town Hall, East Entrance/ Egress Door	Ext.		Entrance	Secondary Entrance		International Symbol of Accessibility not provided	-	Provide a sign with the International Symbol of Accessibility (ISA). Recommend locating the ISA sign over the tactile designation sign that is required in addition at this door.	1	
37	Building C, Town Hall, Northwest Secondary Entrance	1		Entrance	Secondary Entrance		Door requires > 15 lbs. of force to open	20 lbs	Adjust closers so doors do not require more than 15 pounds of force.	1	
Emergency Exit											
38	Building D, Recreation Department, East Egress to Fields	1		Emergency Exit	N/A		Door requires > 15 lbs. of force to open	20 lbs	Adjust closers of exterior doors so doors do not require more than 15 pounds of force. Note: Fire doors shall have a minimum opening force allowable by the appropriate administrative authority.	1	
Access to Goods and Services											
Means of Egress											
39	Building C, Town Hall, Northwest Egress, Secondary Entrance	1		Means of Egress	N/A		Tactile exit sign not provided	-	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above the finished floor located on the latch side of the door.	1	
40	Building C, Town Hall, Southeast Egress Through Southeast Stairwell by Private Toilet Rooms	1		Means of Egress	N/A		Tactile exit sign not provided	-	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above the finished floor located on the latch side of the door. Where a tactile sign is provided at double doors with two active leaves, the sign shall be located to the right of the right hand door.	1	

**Town of Hingham
Town Hall**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
41	Building B, Police Department, Records & Administration, to Police Department Central Stair	2		Means of Egress	N/A		Tactile exit sign not provided	-	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above the finished floor located on the latch side of the door.	1	
42	Building C, Town Hall, Connecting Stair to Building B	2		Means of Egress	N/A		Tactile exit sign not provided	-	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above the finished floor located on the latch side of the door.	1	
43	Building B, School Department, to Police Department Central Stair	3		Means of Egress	N/A		Tactile exit sign not provided	-	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above the finished floor located on the latch side of the door.	1	
44	Building B, School Department, Corridor to Staircase on the South Side of Building C	3		Means of Egress	N/A		Tactile exit sign not provided	-	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above the finished floor located on the latch side of the door.	1	
45	Building C, Town Hall, North Stair	3		Means of Egress	N/A		Tactile exit sign not provided	-	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above the finished floor located on the latch side of the door.	1	

**Town of Hingham
Town Hall**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
46	Building C, Town Hall, Connecting Stair to Building B	3		Means of Egress	N/A		Tactile exit sign not provided	-	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above the finished floor located on the latch side of the door.	1	
47	Building B, Police Department, West Egress, Main Entrance	1		Means of Egress	N/A		Tactile exit sign not provided Illuminated ISA symbol not provided (MAAB)		Provide tactile exit signs with raised characters and braille at exit doors. Mount signs between 48"- 60" above the finished floor located on the latch side of the door. Where a tactile sign is provided at double doors with two active leaves, the sign shall be located to the right of the right hand door. Provide an illuminated sign with the International Symbol of Accessibility (ISA).	1	
48	Building C, Town Hall, Main Entrance/ Egress on West	1		Means of Egress	N/A		Tactile exit sign not provided Illuminated ISA symbol not provided (MAAB)	- -	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above the finished floor located on the latch side of the door. Where a tactile sign is provided at double doors with two active leaves, the sign shall be located to the right of the right hand door. Provide an illuminated sign with the International Symbol of Accessibility (ISA).	1	
49	Building D, Recreation Department, North Egress, Main Entrance	1		Means of Egress	N/A		Tactile exit sign not provided Illuminated ISA symbol not provided (MAAB)	- -	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above the finished floor located on the latch side of the door. Where a tactile sign is provided at double doors with two active leaves, the sign shall be located to the right of the right hand door. Provide an illuminated sign with the International Symbol of Accessibility (ISA).	1	
50	Building D, Recreation Department, Northwest Egress Door From the Game Room	1		Means of Egress	N/A		Tactile exit sign not provided Illuminated ISA symbol not provided (MAAB)	- -	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above the finished floor located on the latch side of the door. Provide an illuminated sign with the International Symbol of Accessibility (ISA).	1	

**Town of Hingham
Town Hall**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
51	Building C, Town Hall, Southeast Egress Through Southeast Stairwell by Private Toilet Rooms	1		Means of Egress	N/A		Tactile exit sign not provided Illuminated ISA symbol not provided (MAAB)	- -	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above the finished floor located on the latch side of the door. After the rear path is brought into compliance, provide an illuminated sign with the International Symbol of Accessibility (ISA).	1	
52	Building A, Senior Center, Multi-Purpose Room, (2 Sets of Doors)	1		Means of Egress	N/A		Tactile exit sign not provided Illuminated ISA symbol not provided (MAAB)	- -	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above the finished floor located on the latch side of the door. Where a tactile sign is provided at double doors with two active leaves, the sign shall be located to the right of the right hand door. Provide an illuminated sign with the International Symbol of Accessibility (ISA).	2	
53	Building A, Senior Center, Main Entrance/ Egress	1		Means of Egress	N/A		Tactile exit sign not provided Illuminated ISA symbol not provided (MAAB)	- -	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above the finished floor located on the latch side of the door. Provide an illuminated sign with the International Symbol of Accessibility (ISA).	1	
54	Building C, Exit to Northeast Plaza by the Elevator	Ext.		Means of Egress	N/A		Tactile exit sign not provided Illuminated ISA symbol not provided (MAAB)	- -	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above the finished floor located on the latch side of the door. Provide an illuminated sign with the International Symbol of Accessibility (ISA).	1	
55	Building C, Town Hall, Northwest Egress to Stair	1		Means of Egress	N/A		Tactile exit sign not provided Directional sign to accessible emergency exit not provided	- -	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above the finished floor located on the latch side of the door. Provide a directional sign indicating the location of the nearest accessible emergency exit. Recommend locating the directional sign over the tactile sign.	1	

**Town of Hingham
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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
56	Building D, Recreation Department, East Egress to Fields	1		Means of Egress	N/A		Tactile exit sign not provided Directional sign to accessible emergency exit not provided	- -	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above the finished floor located on the latch side of the door. Provide a directional sign indicating the location of the nearest accessible emergency exit. Recommend locating the directional sign over the tactile sign.	1	
57	Building C, Sanborn Auditorium North and South Exits to Stairs	2		Means of Egress	N/A		Tactile exit sign not provided Directional sign to accessible emergency exit not provided	- -	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above the finished floor located on the latch side of the door. Provide a directional sign indicating the location of the nearest accessible emergency exit. Recommend locating the directional sign over the tactile sign.	2	
58	Building C, Sanborn Auditorium Central Stage Exit	2		Means of Egress	N/A		Tactile exit sign not provided Directional sign to accessible emergency exit not provided	- -	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above the finished floor located on the latch side of the door. Provide a directional sign indicating the location of the nearest accessible emergency exit. Recommend locating the directional sign over the tactile sign.	1	
59	Building A, Police Department, East Egress	1, Lower Portion		Means of Egress	N/A		Tactile sign not provided at exit Illuminated Int. Symbol of Acc. not provided (MAAB 2006)	- -	Provide tactile exit signs with raised characters and braille at exit doors. Mount signs between 48"- 60" above the finished floor located on the latch side of the door. Provide an illuminated sign with the International Symbol of Accessibility (ISA).	1	
Interior Access Route											
60	Building B, Police Department, Route to Licensing	1		Interior Access Route	N/A		Obstructed by protruding objects	9.6"	Remove shelf from the circulation path.	1	

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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
61	Building C, Town Hall, By North Directory and Treasurer/Collector	1		Interior Access Route	N/A		Obstructed by protruding objects	6"	Provide a cane-detectable barrier underneath the defibrillator.	1	
62	Building B, Police Department, Police Department Central Stair, to Records & Administration	2		Interior Access Route	N/A		Obstructed by protruding objects	11.3"	Remove the shelf.	1	
63	Building B, Police Department, Records & Administration, to Police Department Central Stair	2		Interior Access Route	N/A		Obstructed by protruding objects	11.5"	Remove the shelf.	1	
64	Building C, Men's Toilet Room	2		Interior Access Route	N/A		Obstructed by protruding objects	11"	Remove the shelf.	1	
65	Building C, Central Meeting Room North Door	2		Interior Access Route	N/A		Obstructed by protruding objects	11"	Relocate the defibrillator out of the circulation path.	1	

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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
66	Building C, Committee Room	3		Interior Access Route	N/A		Obstructed by protruding objects	5"	Relocate fire extinguisher out of the circulation path.	1	
67	Building C, Recreation Department, Spinning Classroom (Southeast Side of Building)	B		Interior Access Route	N/A		Obstructed by protruding objects	8.5"	Relocate the paper towel dispenser out of the circulation path.	1	
68	Building C, Recreation Department, Fitness Room	B		Interior Access Route	N/A		Obstructed by protruding objects	6.7"	Provide a cane-detectable barrier under the defibrillator.	1	
69	Building C, Recreation Department, Fitness Room	B		Interior Access Route	N/A		Obstructed by protruding objects	10"	Relocate the paper towel dispenser out of the circulation path.	1	
70	Building D, Recreation Department, South Egress to the Gym in the Basement of Town Hall	1		Interior Access Route	N/A		Accessible route not provided	-	Provide a 2-stop limited use limited application (LULA) elevator (or other interior accessible route) between the levels of Building C and Building D.	1	

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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
71	Building B, Police Department, Lobby to Toilet Rooms	1		Interior Access Route	N/A		Running slope > 1:20 (5.00%)	6.1%	Provide compliant handrails with 1 1/4"- 2" circular cross sections.	2	
72	Building C, Recreation Department, Gym, Northwest Egress Stair	B		Interior Access Route	N/A		Running slope > 1:20 (5.00%)	7.1%	It may be technically infeasible to make this route accessible.	1	
73	Building B: Stair by Senior Center	1		Interior Access Route	N/A		Vertical clearance < 80" above finished floor	-	Provide a cane-detectable barrier under the entire portion of the stair that is less than 80" high. Fixed barriers, such as guardrails, are required where the vertical clearance is less than 80" such as at open stairways. Barriers must have leading edges no higher than 27" so that they are within cane sweep. Fixed planters, benches, and other elements can be used instead of guardrails.	1	
74	Building C, Town Hall, Underside of Stair at the Stepped Inaccessible North Entrance	1		Interior Access Route	N/A		Vertical clearance < 80" above finished floor	-	Provide a cane-detectable barrier under the entire portion of the stair that is less than 80" high. Fixed barriers, such as guardrails, are required where the vertical clearance is less than 80" such as at open stairways. Barriers must have leading edges no higher than 27" so that they are within cane sweep. Fixed planters, benches, and other elements can be used instead of guardrails.	1	
75	Building B, School Department, Entrance	3		Interior Access Route	N/A		Vertical clearance < 80" above finished floor	75.5"	Relocate hanging sign so that it is no lower than 80" above the finished floor.	1	

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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
76	Building C, Recreation Department, Fitness Room	B		Interior Access Route	N/A		Vertical clearance < 80" above finished floor	69"	Relocate the television so that it is higher than 80" above the finished floor.	1	
Doors, Doorways, & Gates											
77	Building C, Recreation Department, Gym, Northwest Egress Stair, Route From Elevator Lobby	B		Doors, Doorways, & Gates	Circulation		Clear width at door < 32"	29"	Widen the door so that there is 32" min. clear width.	1	
78	Building C, Recreation Department, Gym, Southwest Egress Stair, Route From Elevator Lobby	B		Doors, Doorways, & Gates	Emergency Egress		Clear width at door < 32"	29"	Widen the door so that there is 32" min. clear width.	1	
79	Building A, Senior Center, Kitchen	1		Doors, Doorways, & Gates	Circulation		Maneuvering clearance(s) not provided	-	Ensure that trash bin is located 18" min. from the latch side of the door.	1	
80	Building A, Senior Center. Multi-Purpose Room (2 Doors)	1		Doors, Doorways, & Gates	Meeting Room		Maneuvering clearance(s) not provided	-	Relocate the table to ensure that there is 18" on the latch pull side of each of the two doors.	2	

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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
81	Building A, Senior Center, Small Classroom	1		Doors, Doorways, & Gates	Classroom		Maneuvering clearance(s) not provided	-	Relocate furniture to ensure there is 18" min. on the latch pull side of the door.	1	
82	Building C, Historical Commission	2		Doors, Doorways, & Gates	Office		Maneuvering clearance(s) not provided	-	Relocate furniture so that there is 60" clear deep min. on the pull side of the door.	1	
83	Building C, Building Department/ Fire Prevention	2		Doors, Doorways, & Gates	Other		Maneuvering clearance(s) not provided	7"	Relocate literature holder away from the pull side of the door. Ensure that there is 18" clear on the latch side of the door.	1	
84	Building C, Women's Toilet Room	2		Doors, Doorways, & Gates	Toilet Room		Maneuvering clearance(s) not provided	-	Relocate the trash bin. 18" min. should be clear on the latch pull side of the door.	1	
85	Building C, Zoning Board of Appeals	2		Doors, Doorways, & Gates	Office		Maneuvering clearance(s) not provided	12"	Relocate file cabinets so that there is 18" min. on the latch side of the door. 18" min. should be clear on the latch pull side of the door.	1	

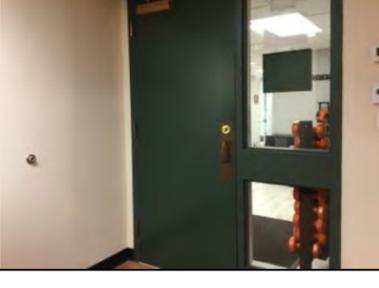
**Town of Hingham
Town Hall**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
86	Building C, Women's Toilet Room	3		Doors, Doorways, & Gates	Toilet Room		Maneuvering clearance(s) not provided	-	Relocate the sign out of the door maneuvering clearance. 18" min. should be clear on the latch pull side of the door.	1	
87	Building C, South Hearing Room	3		Doors, Doorways, & Gates	Meeting Room		Maneuvering clearance(s) not provided	-	Relocate furniture so that there is 12" clear min. on the push latch side of the door.	1	
88	Building C, Men's Toilet Room	3		Doors, Doorways, & Gates	Toilet Room		Maneuvering clearance(s) not provided	-	Relocate the sign out of the door maneuvering clearance.	1	
89	Building C, Select Board, Town Administrator - Conference Room	3		Doors, Doorways, & Gates	Office		Maneuvering clearance(s) not provided	36" to 52"	Relocate table and chairs so that there is 60" min. clear on the pull side of the door.	1	
90	Building C, Recreation Department, Fitness Room, Northwest Egress Door	B		Doors, Doorways, & Gates	Circulation		Maneuvering clearance(s) not provided	-	Relocate the desk so that there is 18" clear on the latch pull side of the door.	1	

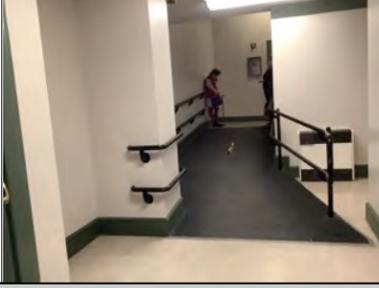
**Town of Hingham
Town Hall**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
91	Building C, Town Hall, Door to Ramp That Connects to Building B	1		Doors, Doorways, & Gates	Circulation		Maneuvering clearance not provided at recess > 6"	8"	The door is recessed greater than 6" deep. Install an automatic door opener or renovate the door and wall so that it is flush with the wall on both sides.	1	
92	Building C, Sanborn Auditorium, North and South Doors to Corridor	2		Doors, Doorways, & Gates	Other		Maneuvering clearance not provided at recess > 6"	14"	The door is recessed greater than 6" deep. Install an automatic door opener.	2	
93	Building D, Recreation Department, Office	1		Doors, Doorways, & Gates	Office		Threshold > 1/2" high	0.75"	Alter the threshold to be 1/2" high max.	1	
94	Building B, Police Department, West Egress, Main Entrance	1		Doors, Doorways, & Gates	Other		Door requires > 5 lbs. of force to open	8 lbs	Adjust closers so doors do not require more than 5 pounds of force to open.	1	
95	Building B, Police Department, Lobby, Women's and Men's Toilet Rooms	1		Doors, Doorways, & Gates	Toilet Room		Door requires > 5 lbs. of force to open	7 lbs	Adjust closers so doors do not require more than 5 pounds of force to open.	2	

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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
96	Building C, Town Hall, Board of Assessors	1		Doors, Doorways, & Gates	Office		Door requires > 5 lbs. of force to open	10 lbs	Adjust closers so doors do not require more than 5 pounds of force to open.	1	
97	Building C, Town Hall, Board of Health	1		Doors, Doorways, & Gates	Office		Door requires > 5 lbs. of force to open	10 lbs	Adjust closers so doors do not require more than 5 pounds of force to open.	1	
98	Building A, Senior Center, Women's Toilet Room	1		Doors, Doorways, & Gates	Toilet Room		Door requires > 5 lbs. of force to open	8 lbs	Adjust closers so doors do not require more than 5 pounds of force to open.	1	
99	Building C, Men's Toilet Room	2		Doors, Doorways, & Gates	Toilet Room		Door requires > 5 lbs. of force to open	17 lbs	Adjust closers so doors do not require more than 5 pounds of force to open.	1	
100	Building C, Recreation Department, Spinning Classroom (Southeast Side of Building)	B		Doors, Doorways, & Gates	Classroom		Door requires > 5 lbs. of force to open	8 lbs	Adjust closers so doors do not require more than 5 pounds of force to open.	1	

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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
101	Building B, Police Department, Main Entrance to Town Hall	1		Doors, Doorways, & Gates	Circulation		Automatic door opener not operable	-	Repair or replace the door opener.	1	
Ramps											
102	Building C, Town Hall, Ramp That Connects to Building B	1		Ramps	Interior		Running slope >1:12 (8.33%) Handrails < 34" or > 38" above ramp surface	9.3%-10% 29"	Repair to this ramp's running slope might be technically infeasible. Alter so that the top handrails are located 34"-38" high above the floor.	1	
103	Building B, Police Station to Building C, Town Hall	1		Ramps	Interior		Handrails do not extend 12" past top & bottom	-	Alter handrails to extend horizontally above the landing for 12" min. beyond the top and bottom of ramp runs.	1	
Stairways											
104	Building C, Town Hall, Central Stair, South Side	1		Stairways	Egress		Handrail not provided on both sides	-	Provide handrails on both sides of the stair.	1	
105	Building C, Town Hall, Central Stair, North Side	1		Stairways	Egress		Handrail not provided on both sides	-	Provide handrails on both sides of the stair.	1	

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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
106	Building C, Sanborn Auditorium	2		Stairways	Other		Handrail not provided on both sides Handrails do not extend 12" from stairs	- -	Provide handrails on each side. Top: Ensure handrails extend horizontally above the landing for 12" min. beginning above the first riser nosing. Bottom: Ensure handrails extend to one tread depth beyond the last riser.	2	
107	Building C, Recreation Department, Gym, Northwest Egress Stair	B		Stairways	Egress		Handrail not provided on both sides Handrails do not extend 12" from stairs	- -	Provide handrails on both sides of the stair. Top: Ensure handrails extend horizontally above the landing for 12" min. beginning above the first riser nosing. Bottom: Ensure handrails extend to one tread depth beyond the last riser.	1	
108	Building C, Town Hall, Northwest Stair	1		Stairways	Egress		Handrails do not extend 12" from stairs	-	Top: Ensure handrails extend horizontally above the landing for 12" min. beginning above the first riser nosing. Bottom: Ensure handrails extend to one tread depth beyond the last riser.	1	
109	Building D, Recreation Department, Stairs to Gym in the Basement of Building C	1		Stairways	Egress		Handrails do not extend 12" from stairs	-	Top: Ensure handrails extend horizontally above the landing for 12" min. beginning above the first riser nosing. Bottom: Ensure handrails extend to one tread depth beyond the last riser.	1	
110	Building C, Town Hall, Central Stair	1		Stairways	Egress		Handrails do not extend 12" from stairs	-	Bottom: Ensure handrails extend to one tread depth beyond the last riser.	2	

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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
111	Building C, Town Hall, Central Stair	1		Stairways	Egress		Handrails do not extend 12" from stairs	-	Top: Ensure handrails extend horizontally above the landing for 12" min. beginning above the first riser nosing.	2	
112	Building C, Town Hall, Northwest Stair	2		Stairways	Egress		Handrails do not extend 12" from stairs		Top: Ensure handrails extend horizontally above the landing for 12" min. beginning above the first riser nosing. Bottom: Ensure handrails extend to one tread depth beyond the last riser.	1	
113	Building C, Town Hall, Northwest Stair	2		Stairways	Egress		Handrails do not extend 12" from stairs	-	Top: Ensure handrails extend horizontally above the landing for 12" min. beginning above the first riser nosing. Bottom: Ensure handrails extend to one tread depth beyond the last riser.	2	
114	Building C, Recreation Department, Gym, Southeast Egress to Stairs	B		Stairways	Egress		Handrails do not extend 12" from stairs	-	Top: Ensure handrails extend horizontally above the landing for 12" min. beginning above the first riser nosing. Bottom: Ensure handrails extend to one tread depth beyond the last riser.	1	
115	Building B, Police Department Central Stair	1		Stairways	Egress		Handrails do not extend 12" from stairs Handrails have non-compliant cross section	- -	Provide handrails with 1 1/4" - 2" circular cross sections. Handrail to the right is not circular. Top: Ensure handrails extend horizontally above the landing for 12" min. beginning above the first riser nosing. Bottom: Ensure handrails extend to one tread depth beyond the last riser.	1	

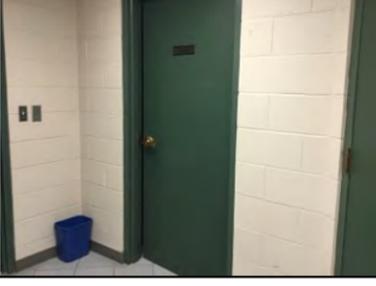
**Town of Hingham
Town Hall**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
116	Building C, South Stair by Building B Going to the Second Floor	1		Stairways	Egress		Handrails do not extend 12" from stairs Handrails have non-compliant cross section	- -	At the side handrails: Ensure handrails extend horizontally above the landing for 12" min. beginning above the first riser nosing. Bottom: Ensure handrails extend to one tread depth beyond the last riser. At the central handrail: provide a handrail with a 1 1/4" - 2" circular cross section.	1	
117	Building C, Town Hall, Northwest Entrance Stair	1		Stairways	Egress		Handrails do not extend 12" from stairs Handrails have non-compliant cross section		At the side handrails: Ensure handrails extend horizontally above the landing for 12" min. beginning above the first riser nosing. Bottom: Ensure handrails extend to one tread depth beyond the last riser. At the central handrail: provide a handrail with a 1 1/4" - 2" circular cross section.	1	
118	Building C, Town Hall, South Stairwell by Building B	2		Stairways	Egress		Handrails do not extend 12" from stairs Handrails have non-compliant cross section	- -	Top: Ensure handrails extend horizontally above the landing for 12" min. beginning above the first riser nosing. Bottom: Ensure handrails extend to one tread depth beyond the last riser. Provide handrails with 1 1/4" - 2" circular cross sections. Central handrail has a noncompliant cross section.	1	
119	Building C, Town Hall, Stairs Connecting Stair to Building B	2		Stairways	Egress		Handrails do not extend 12" from stairs Handrails have non-compliant cross section	- -	At the side handrails: Ensure handrails extend horizontally above the landing for 12" min. beginning above the first riser nosing. Bottom: Ensure handrails extend to one tread depth beyond the last riser. At the central handrail: provide a handrail with a 1 1/4" - 2" circular cross section.	1	
120	Building C, Town Hall, Stairs to the Third Floor	2		Stairways	Egress		Handrails do not extend 12" from stairs Handrails have non-compliant cross section	- -	At the side handrails: Ensure handrails extend horizontally above the landing for 12" min. beginning above the first riser nosing. Bottom: Ensure handrails extend to one tread depth beyond the last riser. At the central handrail: provide a handrail with a 1 1/4" - 2" circular cross section.	1	

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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
121	Building C, Town Hall, Connecting Stair to Building B	3		Stairways	Egress		Handrails do not extend 12" from stairs Handrails have non-compliant cross section	- -	At the side handrails: Ensure handrails extend horizontally above the landing for 12" min. beginning above the first riser nosing. Bottom: Ensure handrails extend to one tread depth beyond the last riser. At the central handrail: provide a handrail with a 1 1/4" - 2" circular cross section.	1	
122	Building C, Recreation Department, Gym, Southwest Egress Stair	B		Stairways	Egress		Handrails do not extend 12" from stairs Handrails have non-compliant cross section	- -	On the rail on the left side of the photo: Ensure handrails extend horizontally above the landing for 12" min. beginning above the first riser nosing. Ensure handrails extend to one tread depth beyond the last riser. At the rail on the right side of the photo, provide a handrail with a 1 1/4" - 2" circular cross section that extends at the top and bottom of the stair run.	1	
123	Building C, Recreation Department, Gym, Northwest Egress Stair by Elevator	Ext.		Stairways	Egress		Handrails do not extend 12" from stairs Handrails have non-compliant cross section	- -	At the side handrails: Ensure handrails extend horizontally above the landing for 12" min. beginning above the first riser nosing. Bottom: Ensure handrails extend to one tread depth beyond the last riser. At the central handrail: provide a handrail with a 1 1/4" - 2" circular cross section.	1	
124	Building C, Town Hall, Northwest Stair	2		Stairways	Egress		Handrails have non-compliant cross section	-	Central handrail has a non-compliant cross section. Provide handrails with 1 1/4" - 2" circular cross sections.	1	
125	Building C, Town Hall, Central Stair	1		Stairways	Egress		Handrails have non-compliant cross section Handrails do not extend 12" from stairs	- -	Bottom: Ensure handrails extend to one tread depth beyond the last riser. Provide handrails with 1 1/4" - 2" circular cross sections.	2	

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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
Signage											
126	Building B, Police Station Office Signs Including the Chief of Police, Deputy Chief, Detectives, Prosecutor	2		Signage	Designation		Raised characters not provided on sign Braille not provided on sign	- -	Provide text with raised characters duplicated in braille on sign.	5	
127	Building B, School Department, Conference Room	3		Signage	Designation		Raised characters not provided on sign Braille not provided on sign	- -	Provide text with raised characters duplicated in braille on sign.	1	
128	Building C, Select Board, Town Administrator	3		Signage	Designation		Raised characters not provided on sign Braille not provided on sign	- -	Provide text with raised characters duplicated in braille on sign.	1	
129	Building C, Recreation Department, Storage Room	B		Signage	Designation		Raised characters not provided on sign Braille not provided on sign	- -	Provide text with raised characters duplicated in braille on sign. Best practice: the sign is for a boy' scout troop. We recommend updating the sign to the current use.	1	
130	Building B, Police Department, Licensing	1		Signage	Designation		Raised characters not provided on sign Braille not provided on sign Sign not located on the latch side of the door	- - -	Provide text with raised characters duplicated in braille on sign. Locate the sign at permanent rooms alongside the door on the latch side.	1	

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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
131	Building D, Recreation Department, North Egress, Main Entrance	1		Signage	Designation		<p>Raised characters not provided on sign Braille not provided on sign Sign not located on the latch side of the door Non-glare finish and contrast not provided on sign</p>	<ul style="list-style-type: none"> - - - - 	<p>Provide text with raised characters duplicated in braille on sign. Locate the sign at permanent rooms alongside the door on the latch side. Where a tactile sign is provided at double doors with two active leaves, the sign shall be located to the right of the right hand door. Install a sign with a non-glare finish.</p>	1	
132	Building C, Town Hall, Door to South Stair and Ramp That Connects to Building B	1		Signage	Egress		<p>Raised characters not provided on sign Braille not provided on sign Sign not located on the latch side of the door</p>	<ul style="list-style-type: none"> - - - 	<p>Provide text with raised characters duplicated in braille on sign. Locate the sign at permanent rooms alongside the door on the latch side.</p>	1	
133	Building B, School Department, Main Entrance	1		Signage	Designation		<p>Raised characters not provided on sign Braille not provided on sign Sign not located on the latch side of the door</p>	<ul style="list-style-type: none"> - - - 	<p>Provide text with raised characters duplicated in braille on sign. Locate the sign at permanent rooms alongside the door on the latch side. Where a tactile sign is provided at double doors with two active leaves, the sign shall be located to the right of the right hand door.</p>	1	
134	Building B, Police Station, Main Entrance	1		Signage	Designation		<p>Raised characters not provided on sign Braille not provided on sign Sign not located on the latch side of the door</p>	<ul style="list-style-type: none"> - - - 	<p>Provide text with raised characters duplicated in braille on sign. Provide braille on the sign. Locate the sign at permanent rooms alongside the door on the latch side. Where a tactile sign is provided at double doors with two active leaves, the sign shall be located to the right of the right hand door.</p>	1	
135	Building A, Police Station, Interview Room	1, Lower Portion		Signage	Designation		<p>Raised characters not provided on sign Braille not provided on sign Sign not located on the latch side of the door</p>	<ul style="list-style-type: none"> - - - 	<p>Provide text with raised characters duplicated in braille on sign. Locate the sign at permanent rooms alongside the door on the latch side.</p>	1	

**Town of Hingham
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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
136	Building B, Police Department, Police Department Central Stair, to Records & Administration	2		Signage	Designation		Raised characters not provided on sign Braille not provided on sign Sign not located on the latch side of the door	- - -	Provide text with raised characters duplicated in braille on sign. Locate the sign at permanent rooms alongside the door on the latch side.	1	
137	Building C, Conservation & Historical Commission	2		Signage	Designation		Raised characters not provided on sign Braille not provided on sign Sign not located on the latch side of the door	- - -	Provide text with raised characters duplicated in braille on sign. Locate the sign at permanent rooms alongside the door on the latch side.	1	
138	Building C, Human Resources & Benefits	2		Signage	Designation		Raised characters not provided on sign Braille not provided on sign Sign not located on the latch side of the door	- - -	Provide text with raised characters duplicated in braille on sign. Locate the sign at permanent rooms alongside the door on the latch side.	1	
139	Building C, Sanborn Auditorium	2		Signage	Designation		Raised characters not provided on sign Braille not provided on sign Sign not located on the latch side of the door	- - -	Provide text with raised characters duplicated in braille on sign. Locate the sign at permanent rooms alongside the door on the latch side. Where a tactile sign is provided at double doors with two active leafs, the sign shall be located to the right of the right hand door.	1	
140	Building C, Recreation Department, Gym, Northeast Egress to Stairs to Building D	B		Signage	Egress		Raised characters not provided on sign Braille not provided on sign Sign not located on the latch side of the door	- - -	Provide text with raised characters duplicated in braille on sign. Locate the sign at permanent rooms alongside the door on the latch side.	1	

**Town of Hingham
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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
141	Building C, Recreation Department, Gym, Southeast Egress to Stairs	B		Signage	Egress		<ul style="list-style-type: none"> Raised characters not provided on sign Braille not provided on sign Sign not located on the latch side of the door 	<ul style="list-style-type: none"> - - - 	<ul style="list-style-type: none"> Provide text with raised characters duplicated in braille on sign. Provide braille on the sign. Locate the sign at permanent rooms alongside the door on the latch side. 	1	
142	Building C, Recreation Department, Gym, Southwest Egress Stair	B		Signage	Egress		<ul style="list-style-type: none"> Raised characters not provided on sign Braille not provided on sign Sign not located on the latch side of the door 	<ul style="list-style-type: none"> - - - 	<ul style="list-style-type: none"> Provide text with raised characters duplicated in braille on sign. Locate the sign at permanent rooms alongside the door on the latch side. 	1	
143	Building C, Recreation Department, Gym, Northwest Egress Stair	B		Signage	Egress		<ul style="list-style-type: none"> Raised characters not provided on sign Braille not provided on sign Sign not located on the latch side of the door 	<ul style="list-style-type: none"> - - - - 	<ul style="list-style-type: none"> Provide text with raised characters duplicated in braille on sign. Locate the sign at permanent rooms alongside the door on the latch side. 	1	
144	Building A, Senior Center, Main Entrance	Ext.		Signage	Designation		<ul style="list-style-type: none"> Raised characters not provided on sign Braille not provided on sign Sign not located on the latch side of the door 	<ul style="list-style-type: none"> - - - 	<ul style="list-style-type: none"> Provide text with raised characters duplicated in braille on sign. Locate the sign at permanent rooms alongside the door on the latch side. Where a tactile sign is provided at double doors with two active leaves, the sign shall be located to the right of the right hand door. 	1	
145	Building C, Town Hall, Entrance From Northeast Plaza by the Elevator	Ext.		Signage	Designation		<ul style="list-style-type: none"> Raised characters not provided on sign Braille not provided on sign Sign not located on the latch side of the door 	<ul style="list-style-type: none"> - - - 	<ul style="list-style-type: none"> Provide text with raised characters duplicated in braille on sign denoting "Hingham Rec". Locate the sign at permanent rooms alongside the door on the latch side. 	1	

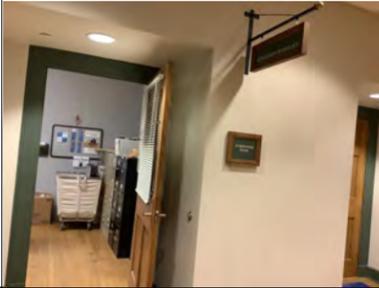
**Town of Hingham
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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
146	Building C, Town Hall, Social Worker	1		Signage	Designation		Raised characters not provided on sign Braille not provided on sign Non-glare finish and contrast not provided on sign	- - -	Provide text with raised characters duplicated in braille on sign. Install a sign with a non-glare finish with characters that have a high contrast to the background.	1	
147	Building A, Senior Center, Small Classroom	1		Signage	Designation		Raised characters < 48" or > 60" above ground	40"	Mount signs so that the baseline of the lowest tactile character is 48" min. above finished floor and the baseline of the highest tactile character is 60" max. above the finished floor.	1	
148	Building B, Police Department, Lobby Toilet Rooms	1		Signage	Designation		Sign not located on the latch side of the door	-	Locate the toilet room signs alongside the door on the latch side.	2	
149	Building C, Town Hall, Treasurer/Collector's Office	1		Signage	Designation		Sign not located on the latch side of the door	-	Locate the sign at permanent rooms alongside the door on the latch side.	1	
150	Building C, Town Hall, Town Clerk's Office	1		Signage	Designation		Sign not located on the latch side of the door	-	Locate the sign at permanent rooms alongside the door on the latch side.	1	

**Town of Hingham
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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
151	Building C, Town Hall, Board of Assessors	1		Signage	Designation		Sign not located on the latch side of the door	-	Locate the sign at permanent rooms alongside the door on the latch side.	1	
152	Building C, Town Hall, Board of Health	1		Signage	Designation		Sign not located on the latch side of the door	-	Locate the sign at permanent rooms alongside the door on the latch side.	1	
153	Building A, Senior Center, Office	1		Signage	Designation		Sign not located on the latch side of the door	-	Locate the sign at permanent rooms alongside the door on the latch side.	1	
154	Building C, Building Department/ Fire Prevention	2		Signage	Designation		Sign not located on the latch side of the door Designation sign has serif font	- -	Locate the sign at permanent rooms alongside the door on the latch side. Ensure that raised characters are sans serif.	1	
155	Building C, Planning Board	2		Signage	Designation		Sign not located on the latch side of the door Designation sign has serif font	- -	Locate the sign at permanent rooms alongside the door on the latch side. Ensure that raised characters are sans serif.	1	

**Town of Hingham
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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
156	Building B, School Department, Entrance	3		Signage	Designation		Sign not located on the latch side of the door Designation sign has serif font	- -	Locate the sign at permanent rooms alongside the door on the latch side. Ensure that raised characters are sans serif.	1	
157	Building C, Committee Room and IT Department	3		Signage	Designation		Sign not located on the latch side of the door Designation sign has serif font	- -	Locate the sign at permanent rooms alongside the door on the latch side. Ensure that raised characters are sans serif.	1	
158	Building C, South Hearing Room	3		Signage	Designation		Sign not located on the latch side of the door Designation sign has serif font	- -	Locate the sign at permanent rooms alongside the door on the latch side. Ensure that raised characters are sans serif.	1	
159	Building C, North Hearing Room	3		Signage	Designation		Sign not located on the latch side of the door Designation sign has serif font	- -	Locate the sign at permanent rooms alongside the door on the latch side. Ensure that raised characters are sans serif.	1	
160	Building C, Town Hall, by Ramp That Connects to Building B	1		Signage	Informational		Non-glare finish and contrast not provided on sign	-	Install a sign with a non-glare finish.	1	

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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
161	Building C, Town Hall, Connecting Stair to Building B Directory	2		Signage	Informational		Non-glare finish and contrast not provided on sign	-	Install a sign with a non-glare finish.	1	
162	Building C, Town Hall, Connecting Stair to Building B Directory	3		Signage	Informational		Non-glare finish and contrast not provided on sign	-	Install a sign with a non-glare finish.	1	
163	Building C, Recreation Department, Yoga Classroom	B		Signage	Designation		Signage lacks 18" by 18" clear floor space Designation sign has serif font	-	Relocate the trash bin to provide a clear floor space of 18" min. by 18" min. Ensure that raised characters are sans serif.	1	
164	Building B, Police Department, Lobby, Women's and Men's Toilet Rooms	1		Signage	Designation		Designation sign has serif font	-	Ensure that raised characters are sans serif.	2	
165	Building A, Senior Center, Women's and Men's Toilet Rooms	1		Signage	Designation		Designation sign has serif font	-	Ensure that raised characters are sans serif.	2	

**Town of Hingham
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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
166	Building B, Police Department	1		Signage	Designation		Designation sign has serif font	-	Ensure that raised characters are sans serif on the designation sign on the latch side of the door to the police department.	1	
167	Building C, Typical Designation Signage in Building	1, 2, 3		Signage	Designation		Designation sign has serif font	-	Ensure that raised characters are sans serif.	25	
168	Building C, Recreation Department, Gym, Northwest Egress Stair, Route From Elevator Lobby	B		Signage	Designation		Designation sign has serif font	-	Ensure that raised characters are sans serif.	1	
169	Building C, Recreation Department, Men's and Women's Toilet Rooms	B		Signage	Designation		Designation sign has serif font	-	Ensure that raised characters are sans serif.	2	
170	Building B, Senior Center Designation Signage From Lobby	L		Signage	Designation		Designation sign has serif font	-	Ensure that raised characters are sans serif.	1	

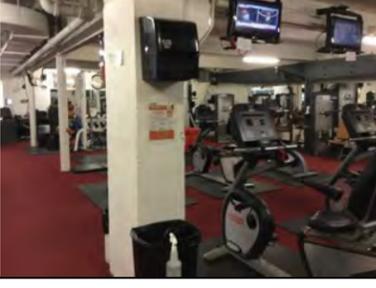
**Town of Hingham
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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
171	Building B, Elevator Lobby Across From Senior Center	L		Signage	Designation		Designation sign has serif font	-	Ensure that raised characters are sans serif.	1	
172	Building C, Recreation Department, Spinning Classroom	B		Signage	Designation		Designation sign has serif font Signage lacks 18" by 18" clear floor space	-	Relocate weights to provide a clear floor space of 18" min. by 18" min. Ensure that raised characters are sans serif.	1	
Service Counter											
173	Building A, Police Department, Booking Area, Fingerprint Counter	1, Lower Portion		Service Counter	N/A		Counter > 36" high	42"	Provide a counter that is 36" max. above the ground or finished floor.	1	
174	Building C, Planning Board	2		Service Counter	N/A		Counter > 36" high	46"	Provide a counter that is 36" max. above the ground or finished floor.	1	
Operable Parts											
175	Building C, Building Department/ Fire Prevention	2		Operable Parts	Other		Clear floor space is not provided Reach < 15" or > 48"(forward/side approach)	- 72"	Relocate the recycling bin away from the literature holder. Ensure that one of each form is located no higher than 48" above the finished floor. Recommend not providing brochure holders higher than 48" above the finished floor.	1	

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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
176	Building C, Recreation Department, Gym, Southwest Egress Stair, Route From Elevator Lobby	B		Operable Parts	Clothes Rod/Hooks		Clear floor space is not provided Reach < 15" or > 48"(forward/side approach)	- 67"	Ensure that 5 percent of coat hooks have 30" min. by 48" min. clear floor space at them and are located between 15"- 48" above the finished floor.	1	
177	Building B, Police Department, West Egress, Main Entrance, Southwest of Door	1		Operable Parts	Other		Reach < 15" or > 48"(forward/side approach)	61.5"	Relocate pamphlets between 15"- 48" above the finished floor and ensure that they are not blocked by chairs.	1	
178	Building B, Police Department, Reception Area	1		Operable Parts	Other		Reach < 15" or > 48"(forward/side approach)	72.5"	Ensure that one of each pamphlet or brochure is located between 15" and 48" above the finished floor.	1	
179	Building A, Senior Center, Kitchen	1		Operable Parts	Equipment		Reach < 15" or > 48"(forward/side approach)	59"	Relocate the fire extinguisher between 15"- 48" above the finished floor.	1	
180	Building C, Building Department/ Fire Prevention	2		Operable Parts	Other		Reach < 15" or > 48"(forward/side approach)	59.5"	Ensure that one of each form is located no higher than 48" above the finished floor.	1	

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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
181	Building C, Women's Toilet Room	2		Operable Parts	Clothes Rod/Hooks		Reach < 15" or > 48"(forward/side approach)	70"	Relocate coat hooks no higher than 48" above the finished floor.	1	
182	Building C, Veterans Agent	2		Operable Parts	Other		Reach < 15" or > 48"(forward/side approach)	66"	Ensure that one of each form is located no higher than 48" above the finished floor.	1	
183	Building B, School Department, Coat Rack by Conference Room	3		Operable Parts	Clothes Rod/Hooks		Reach < 15" or > 48"(forward/side approach)	60"	Provide a clothing rack with storage and clothes rod between 45" and 48" high.	1	
184	Building C, Recreation Department, Coat Hooks by Fitness Room, Northeast Egress	B		Operable Parts	Clothes Rod/Hooks		Reach < 15" or > 48"(forward/side approach)	62"	Ensure that five (5) percent of coat hooks are located between 15"- 48" above the finished floor.	1	
185	Building C, Recreation Department, Fitness Room	B		Operable Parts	Paper Towel Dispenser		Reach < 15" or > 48"(forward/side approach) Dispenser is a protruding object	60" 10"	Relocate paper towel dispenser so that controls are between 15"- 48" above the finished floor. Relocate dispenser out of the circulation path.	1	

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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
Dining or Work Surfaces											
186	Building A Senior Center, Sitting Area	1		Dining or Work Surfaces	Work Surface		Knee or toe clearance not provided	26.5"	Provide at least one dining or work surface with 27" min. knee and toe clearance.	1	
187	Building A. Senior Center, Large Classroom	1		Dining or Work Surfaces	Work Surface		Knee or toe clearance not provided	16"	Provide at least one work surface with 27" min. knee and toe clearance.	1	
188	Building A, Police Station, Interview Room	1, Lower Portion		Dining or Work Surfaces	Work Surface		Knee or toe clearance not provided	24.5"	Provide at least one work surface with 27" min. knee and toe clearance.	1	
189	Building C, Staff Lounge (Open to the Public)	2		Dining or Work Surfaces	Work Surface		Knee or toe clearance not provided	-	Provide at least one dining surface with 27" min. knee and toe clearance.	1	
190	Building C, Veterans Agent	2		Dining or Work Surfaces	Work Surface		Knee or toe clearance not provided	-	Provide at least one work surface with 27" min. knee and toe clearance.	1	

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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
191	Building C, Town Hall, Voting Area by North Stair	1		Dining or Work Surfaces	Work Surface		Top of dining/work surface < 28" or > 34"	36"	Provide at least one accessible work surface with tops between 28"- 34" above the floor and 27" clear height underneath in an area with equal privacy.	1	
192	Building C, Town Hall, Board of Assessors	1		Dining or Work Surfaces	Work Surface		Top of dining/work surface < 28" or > 34"	36"	Provide at least one work surface with tops between 28"- 34" above the floor and 27" clear height underneath.	1	
193	Building C, Building Department/ Fire Prevention	2		Dining or Work Surfaces	Work Surface		Top of dining/work surface < 28" or > 34"	36"	Provide at least one work surface with tops between 28"- 34" above the floor and 27" clear height underneath.	1	
Assembly Area											
194	Building C, Sanborn Auditorium and Balcony	2		Assembly Area	N/A		Number of seats Designated aisle seats < 5%	408 68 total	At least 5% of the total number of aisle seats provided (4 total) must be identified by a sign or marker and have folding or retractable armrests.	4	
195	Building C, Sanborn Auditorium	2		Assembly Area	N/A		Accessible route to stage not provided	-	Provide an accessible route to the stage. Provide an interior lift to the stage.	1	

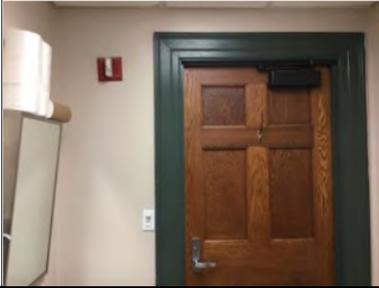
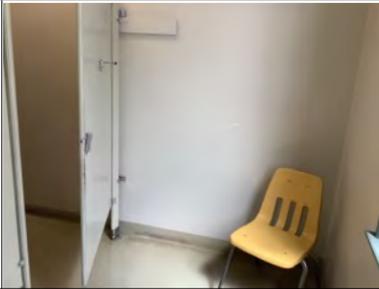
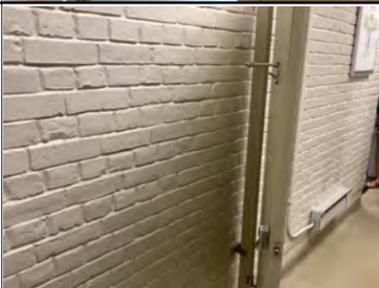
**Town of Hingham
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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
196	Building C, North and South Hearing Rooms	3		Assembly Area	N/A		Assistive listening devices not provided	-	If audible communication is integral to the use of the space, provide an assistive listening system.	2	
197	Building C, Sanborn Auditorium	2		Assembly Area	N/A		Signage denoting assistive listening system not provided	-	In each assembly area where audible communication is integral to the use of the space, an assistive listening system shall be provided, and the assistive listening system shall be identified by a sign with the International Symbol of Access for Hearing Loss.	1	
Detention Facilities											
198	Building A, Police Department, Juvenile Cell, Women's Cell and Men's Cell	1, Lower Portion		Detention Facilities	Juveniles		Mobility cell lacks 60" turning space Mobility cell lacks access to accessible toilet/lavatory	- -	The Town can achieve program access by making arrangements to transfer men, women and juveniles who need a mobility accessible holding cell to another Town or County holding cell that is accessible.	3	
Picnic Tables											
199	Building C, Patio on Southeast Side of Auditorium	Ext.		Picnic Tables	N/A		Surface not stable, firm and slip-resistant Toe or knee clearance at tables not provided Picnic table not on an accessible route	- - -	Provide a stable, firm and slip-resistant surface at the picnic table. Ensure that the picnic table is connected to an accessible route. Provide at least 1 picnic table (or ensure that 5% of picnic tables) have toe and knee clearance.	1	
200	Building A, Senior Center, Patio	Ext.		Picnic Tables	N/A		Toe or knee clearance at tables not provided Clear floor space not provided	- -	Provide at least 1 picnic table (or ensure that 5% of picnic tables) have toe and knee clearance. Ensure that at a 30" by 48" clear floor space positioned for a forward approach is provided at the picnic table.	1	

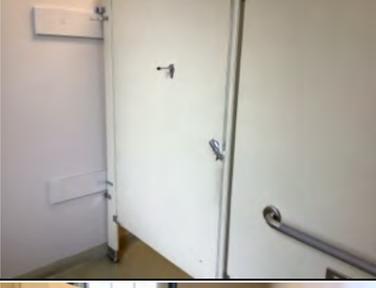
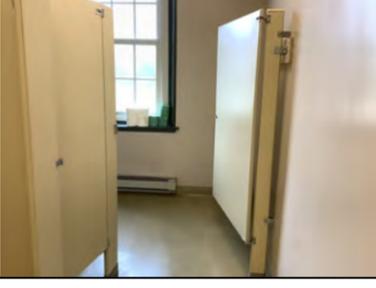
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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
Exterior Benches											
201	Building C, Town Hall, Main Entrance	Ext.		Exterior Benches	N/A		No accessible route to one bench in area	-	Provide an accessible route to one bench in this area.	1	
202	Central Street Bus Stop Bench	Ext.		Exterior Benches	N/A		No accessible route to one bench in area	-	Provide an accessible route to one bench in this area.	1	
Toilet & Bathing Rooms											
Lavatory											
203	Building B, Police Department, Lobby, Women's Toilet Room	1		Lavatory	N/A		Toe or knee clearances not provided	24.9"	Provide at least one lavatory with knee and toe clearance positioned for a forward approach.	1	
204	Building C, Men's Toilet Room	2		Lavatory	N/A		Plumbing underneath is exposed	-	Insulate or otherwise configure pipes to prevent contact for at least one lavatory.	1	
205	Building C, Town Hall, Women's Toilet Room	1		Lavatory	N/A		Plumbing underneath is exposed Toe or knee clearances not provided Dispensers not within reach range	25" - 55.5"	Provide at least one lavatory with knee and toe clearance positioned for a forward approach. Insulate or otherwise configure pipes to prevent contact at the lavatory. Lower paper towel dispenser to 48" max. above the finished floor and ensure that no dispensers are mounted over the grab bars.	1	

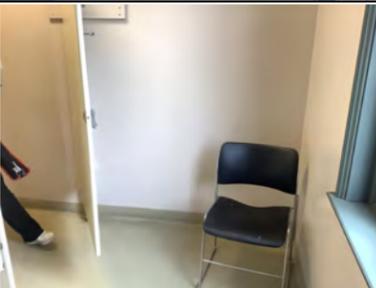
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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
206	Building B, Police Department, Lobby, Men's Toilet Room	1		Lavatory	N/A		Mirror above lavatory w/reflective surface > 40"	42"	Lower mirror so that the bottom of the reflectign surface is at 40" max. above the finished floor.	1	
Single-User Toilet											
207	Building C, Town Hall, Women's Toilet Room	1		Single-User Toilet	N/A		Hook located > 54" high	68"	Locate the coat hook no higher than 48" above the finished floor.	1	
Toilet Compartment											
208	Building C, Women's Toilet Room	2		Toilet Compartment	Accessible Compartment		Door has inadequate maneuvering clearance Door pull not provided	- -	Remove the chair to provide maneuvering clearance at the door. Provide a door pull on each side of the door between 34" to 48" above the finished floor that does not require tight grasping, pinching or twisting of the wrist.	2	
209	Building C, Women's Toilet Room	3		Toilet Compartment	Accessible Compartment		Door has malfunctioning self-closing hinge	-	Repair hinge.	1	
210	Building A, Senior Center, Men's Toilet Rooms	1		Toilet Compartment	Accessible Compartment		Door has malfunctioning self-closing hinge Door pull not provided	- -	Repair hinge. Provide a door pull on each side of the door between 34" to 48" above the finished floor that does not require tight grasping, pinching or twisting of the wrist.	1	

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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
211	Building A, Senior Center, Women's Toilet Rooms	1		Toilet Compartment	Accessible Compartment		Door has malfunctioning self-closing hinge Door pull not provided	- -	Repair hinge. Provide a door pull on each side of the door between 34" to 48" above the finished floor that does not require tight grasping, pinching or twisting of the wrist.	1	
212	Building A, Senior Center, Men's Toilet Room	1		Toilet Compartment	Accessible Compartment		Flush control not on open side	-	Provide the flush control on the open side of the toilet (transfer side).	1	
213	Building C, Recreation Department, Women's Toilet Room	B		Toilet Compartment	Accessible Compartment		Clearance at toilet < 60" clear width	51"	Provide a wheelchair accessible compartment that is 60" wide min.	1	
214	Building C, Men's Toilet Room	2		Toilet Compartment	Accessible Compartment		Door pull not provided	-	Provide a door pull on each side of the door between 34" to 48" above the finished floor that does not require tight grasping, pinching or twisting of the wrist.	2	
215	Building C, Men's Toilet Room	3		Toilet Compartment	Accessible Compartment		Door pull not provided	-	Provide a door pull on each side of the door between 34" to 48" above the finished floor that does not require tight grasping, pinching or twisting of the wrist.	2	

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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
216	Building C, Recreation Department, Men's Toilet Room	B		Toilet Compartment	Accessible Compartment		Door pull not provided	-	Provide a door pull on each side of the door between 34" to 48" above the finished floor that does not require tight grasping, pinching or twisting of the wrist.	1	
217	Building C, Recreation Department, Men's and Women's Toilet Rooms	B		Toilet Compartment	Accessible Compartment		Door pull not provided	-	Provide a door pull on each side of the door between 34" to 48" above the finished floor that does not require tight grasping, pinching or twisting of the wrist.	2	
218	Building C, Recreation Department, Women's Toilet Room	B		Toilet Compartment	Accessible Compartment		Door pull not provided	-	Provide a door pull on each side of the door between 34" to 48" above the finished floor that does not require tight grasping, pinching or twisting of the wrist.	1	
219	Building C, Women's Toilet Room	3		Toilet Compartment	Accessible Compartment		Door pull not provided Door has inadequate maneuvering clearance	- -	Remove chair from accessible toilet compartment. Provide a door pull on each side of the door between 34" to 48" above the finished floor that does not require tight grasping, pinching or twisting of the wrist.	2	
Dispensers											
220	Building C, Recreation Department, Men's and Women's Toilet Rooms	B		Dispensers	Paper Towel Dispenser		Dispenser acts as a protruding object	10"	Relocate paper towel dispenser out of the circulation path.	2	
Additional Access											

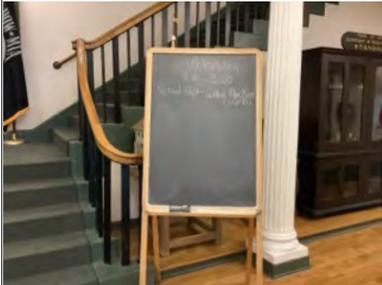
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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
Drinking Fountains											
221	Building C, Drinking Fountain Near Men's Toilet Room	2		Drinking Fountains	Low		No drinking fountain provided for standing users	-	Provide an additional drinking fountain for standing users.	1	
222	Building C, By East Hearing Room Entrance	3		Drinking Fountains	Low		No drinking fountain provided for standing users	-	Provide an additional drinking fountain for standing users.	1	
223	Building C, Recreation Department, Drinking Fountain Between Toilet Rooms	B		Drinking Fountains	Low		No drinking fountain provided for standing users	-	Provide an additional drinking fountain for standing users.	1	
224	Building C, Town Hall, By Women's Toilet Room	1		Drinking Fountains	High		No drinking fountain provided for seated users	-	Provide an additional drinking fountain for seated users with knee and toe clearance and a spout that is no higher than 36" above the finished floor.	1	
Sink											
225	Building C, Staff Lounge (Open to the Public)	2		Sink	Other		Toe and knee clearances not provided Rim or counter > 34" Exposed plumbing underneath sink	- 36" -	Ensure there is a 27" min. knee clearance positioned for a forward approach. Relocate sink with the front of the rim or counter no higher than 34" above the finished floor. Insulate or otherwise configure pipes at sink.	1	

**Town of Hingham
Town Hall**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
226	Building A, Police Department, Sink by Booking	1, Lower Portion		Sink	Other		Toe and knee clearances not provided Rim or counter > 34" Exposed plumbing underneath sink Dispenser not within reach range	- 42" - 58"	For program access, ensure that the public can be accompanied to an accessible sink in the police station. Alternately, the sink could be renovated to ensure there is a 27" min. knee clearance, relocated so that the front of the rim/counter is no higher than 34" max.; the pipes could be insulated or otherwise configured; and the soap dispenser relocated no higher than 44" if mounted over the sink.	1	
Play and Sport Areas											
Exercise Machines											
227	Building C, Recreation Department, Fitness Room	B		Exercise Machines	N/A		Clear floor space not provided	-	Ensure that one of each type of equipment has a 30" by 48" clear floor space positioned for transfer or for use by an individual seated in a wheelchair. Clear floor space required at exercise machines and equipment shall be permitted to overlap.	1	
228	Building C, Recreation Department, Fitness Room	B		Exercise Machines	N/A		Clear floor space not provided	-	Ensure that one of each type of equipment has a 30" by 48" clear floor space positioned for transfer or for use by an individual seated in a wheelchair. Clear floor space required at exercise machines and equipment shall be permitted to overlap.	1	
Overall Review											
229	Building C, Sanborn Auditorium Door	3							Note: This door to the auditorium was unable to be surveyed due to stored items.	1	
Best Practice											

Town of Hingham

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
230	Parking Lot by Senior Center								The senior center parking lot is often full and people must park a great distance away from the building. IHCD recommends providing additional perpendicular or angled parking in the red highlighted area by the senior center.	1	
231	Building B, Police Department, Stairs to Booking/Cells	1							Recommend providing visually contrasting strips on each stair tread.	1	
232	Building A, Senior Center, Kitchen	1						-	Recommend using a larger font on the signage that identifies the cabinets.	1	
233	Building A, Senior Center, Kitchen	1						-	Recommend providing signage with raised characters and braille on the latch side of the door to all permanent rooms that lack designation signage.	1	
234	Building C, Town Hall, Lobby	1							The chalkboard announcing the location of meetings is handwritten and tough to read. IHCD recommends providing a computer screen that has visual characters that comply with 2010 ADA Standards 703.5; including providing contrast, providing a non-glare finish, and providing characters in a conventional form (not italic, oblique, script, highly decorative, or of other unusual forms).	1	

**Town of Hingham
Town Hall**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
235	Building B, Police Station, Signage by Elevator	1							Wayfinding was a major concern of representatives from the Commission on Disabilities. Wayfinding is an inclusive design concern, and not addressed in accessibility standards or regulations. A full wayfinding analysis of the facility is recommended.	1	
236	Building C, Town Hall, South Stairwell by Building B	2							Recommend providing visually contrasting strips on all stair treads in the building.	1	
237	Building C, South and North Hearing Rooms	3							Recommend providing an adjustable height podium with knee and toe clearance.	2	
238	Building A, Senior Center, Parking Drop-Off	Ext.							Recommend placing a sign at this location denoting the main entrance to the senior center.	1	
239	Building A, Senior Center, Parking Drop-Off	Ext.							Recommend providing a bench by the drop off area for the senior center so that people are able to see when their ride arrives. Recommend providing an enclosure for inclement weather.	1	

**Town of Hingham
Town Hall**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
240	Building A, Senior Center, Parking Drop-Off	Ext.							Recommend creating a compliant passenger loading zone in this area. Provide a marked access aisle that is at least 60" wide and that extends the full length of the vehicle. Provide a sign that includes the International Symbol of Accessibility (ISA) at the head of the space. Locate the sign so that the bottom is 60" min. above the ground and the top is 96" max. above the ground.	1	
241	Building C, Town Hall, Main Entrance	Ext.							Recommend providing a 36" min. by 48" min. stable, firm and slip-resistant surface adjacent to at least one exterior bench per area in a manner that is substantially similar to what is shown in Figure 4 in the narrative report.	1	
242	Parallel Parking by the Main Entrance to Town Hall, Building C	Ext.							Recommend providing one (1) accessible parallel parking space by the main entrance to Town Hall. Provide signage with the International Symbol of Accessibility (ISA) at the head of the parking space to reserve it for people using HP plates or placards.	1	

Hingham Municipal Lighting Plant



Town of Hingham ADA Transition Plan

October 2023



Institute for Human Centered Design

560 Harrison Avenue, Unit 401 Boston MA 02118
www.IHCDesign.org • info@IHCDesign.org
617-695-1225 voice/ tty

Background

Year Built: 2015

The Hingham Municipal Lighting Plant is located at 31 Bare Cove Park Drive. The public goes to the customer services area of the lobby to pay bills. There is one (1) accessible entrance.

There is a parking lot east of the building with 28 parking spaces including three (3) standard accessible parking spaces and one (1) van accessible parking space.

Key Accessibility Issues

Exterior Routes

There is damage to the pavement in one (1) area leading to the public entrance.

Curb Ramp

The curb ramp in front of the main entrance has a running slope that is greater than allowed.

Parking Lot

Accessible parking signage is deteriorated and mounted lower than allowed.

Signage

Accessibility issues include lack of signage with raised characters and braille at the exit door and lack of an illuminated sign with the International Symbol of Accessibility (ISA) at the accessible exit door.

Town of Hingham
Hingham Municipal Lighting Plant

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
Approach and Entrance											
Exterior Access Route											
1	Parking to Main Entrance	Ext.		Exterior Access Route	Walkway		Route not maintained in operable working condition	-	Ensure the accessible route is maintained in operable working condition. Repair the cracked pavement in this area.	1	
Curb Ramp											
2	Main Entrance	Ext.		Curb Ramp	N/A		Running slope > 1:12 (8.33%)	10%	Reduce running slope to be no steeper than 1:12 (8.33%).	1	
Off-Street Parking Lot or Garage											
3	Parking by Main Entrance	Ext.		Off-Street Parking Lot or Garage	N/A		Total # of parking Total # of designated accessible parking spaces Total # of designated van accessible spaces Sign bottom < 60" above finished grade	28 3 1 57"	Recommend replacing signs as they are deteriorated and difficult to read. Locate new signs with the bottom of the sign 60" min. above the ground.	1	
Access to Goods and Services											
Means of Egress											
4	Main Entrance, Egress Door	1	101	Means of Egress	N/A		Tactile exit sign not provided	- -	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above the finished floor located on the latch side of the door.	1	

Town of Hingham
Hingham Municipal Lighting Plant

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
5	Main Entrance, Egress Door	1	102	Means of Egress	N/A		Tactile exit sign not provided Illuminated ISA symbol not provided (MAAB)	- -	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above the finished floor located on the latch side of the door. Provide an illuminated sign with the International Symbol of Accessibility (ISA). Secure all mats.	1	

Lincoln School Apartments



Town of Hingham ADA Transition Plan

October 2023



Institute for Human Centered Design

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617-695-1225 voice/ tty

Background

Year Built: 1912 Year Renovated: 1979

Lincoln School Apartments is a five-story building located at 86 Central Street. Originally built as a school in 1912, the building was permitted for conversion into 60 apartment units in 1979. The facility is a HUD project-based Section 8 subsidy community for senior citizens.

The apartment building contains three (3) accessible entrances (on the north, east, and west sides of the building), and two (2) inaccessible entrances on the southeast and southwest sides of the building. Vertical circulation consists of an elevator and three (3) sets of egress stairs. Parking for residents is provided east of the building.

The first floor contains the Kersey Community Room and kitchen, the main office, a single-user toilet room and a laundry room. The fourth floor contains a roof patio. Apartment units are located on every level. Two-bedroom, one-bedroom and studio apartments are provided. There are five (5) accessible one-bedroom units provided. IHCD staff surveyed two (2) mobility accessible units, Room 411 and Room 307.

Key Accessibility Issues

Exterior Routes

Accessibility issues include routes that are narrower than allowed, routes with excessive cross and running slopes, and routes that are not maintained in operable working condition. In addition, there is no accessible route provided to the school plaque by the Central Street entrance.

Curb Ramps

Accessibility issues include curb ramps with running and cross slopes that are greater than allowed and curb ramp flares that are steeper than allowed.

Parking Lot

Accessibility issues include lack of one (1) car accessible and one (1) van accessible parking space.

Exterior Stairs

Accessibility issues include handrails by the southwest entrance stair that do not extend one tread depth min. beyond the last riser nosing.

Interior Routes

Accessibility issues include routes that are narrower than allowed (such as the route in the laundry room and in the Kersey Community Room kitchen). Additionally, there is no accessible route provided to the patio on the fourth floor due to a step.

Doors

Accessibility issues with doors include doorways that lack 32" min. clear width, doors that lack maneuvering clearance, and doors that lack hardware that can be operable with one hand and that does not require tight grasping, pinching, or twisting of the wrist. Additionally, there are three (3) doors that require a greater amount of opening force than is allowed.

Interior Stairs

Accessibility issues include stairs that have handrails that are lower than allowed and stairs that lack continuous handrails at the inside handrail at switchback and dogleg turns.

Signage

Accessibility issues include lack of directional signs at the inaccessible entrances directing visitors to the nearest accessible entrance, lack of directional signs at inaccessible exits directing visitors to the nearest accessible exit, and lack of illuminated signs with the International Symbol of Accessibility (ISA) at accessible exit doors. Additionally, accessible signs with raised characters and braille are not provided on the latch side of the door at each apartment unit, raised characters and braille is not provided on the sign to the main office or to the patio, and braille is not provided on the sign to the storage room. Two (2) informational signs do not have a non-glare finish.

Lincoln School Apartments

Dining and Work Surfaces

Accessibility issues with dining surfaces in the Kersey Community Room and on the patio deck include lack of one (1) accessible dining surface with knee and toe clearance. The computer table in the Kersey Community Room also lacks knee and toe clearance.

Mobility Accessible Apartments

Although an adequate number of accessible units (five (5)) is provided given the overall count of 60 units, the units are not dispersed to provide the same range of sizes and amenities to people with disabilities as are provided to residents who do not require an accessible unit. Based on the Department of Housing and Community Development publication (<https://www.mass.gov/doc/ada-504pdf/download>), accessible housing units should be distributed throughout the project and units should be available with the same ranges of sizes and amenities to provide housing choices for persons with disabilities that are the same as those provided to others. [24 CFR 8.26; 28 CFR 149]. At Lincoln School Apartments a mobility accessible studio and two-bedroom unit should be provided.

In the two (2) mobility accessible one-bedroom units that were surveyed, accessibility issues include lack of maneuvering clearance at the entry door to Unit 307, lack of adequate knee and toe clearance at sinks and cooktops, lack of a 15" countertop alongside sinks and cooktops, lack of retractable bread boards by wall ovens, a lavatory mirror located higher than allowed in Unit 307's bathroom, a toilet flush control not provided on the open (transfer) side of the toilet in Unit 307, bathtub controls that require tight grasping, pinching or twisting of the wrist in Unit 307, lack of bathtub controls on the end wall before the centerline in Unit 307, and a roll-in shower with a threshold that is higher than allowed in Unit 411.

Communication Accessible Apartments

Two (2) communication accessible apartments with the following features should be provided:

- Where a building fire alarm system is provided the system wiring must be extended to a point within the residential

dwelling unit in the vicinity of the residential dwelling unit smoke detection system.

- Where alarm appliances are provided within a residential dwelling unit as part of the building fire alarm system, there should be permanently installed audible and visible alarms.
- All visible alarm appliances provided within the residential dwelling unit for building fire alarm notification must be activated upon activation of the building fire alarm in the portion of the building containing the residential dwelling unit.
- Residential dwelling smoke detection systems must comply with NFPA 72 (1999 or 2002 edition).
- All visible alarm appliances provided within the residential dwelling unit for smoke detection notification must be activated upon smoke detection. The same visible alarm appliances must be permitted to provide notification of residential dwelling unit smoke detection and building fire alarm activation. Visible alarm appliances used to indicate residential dwelling unit smoke detection or building fire alarm activation must not be used for any other purpose within the residential dwelling unit.
- Communication features must be provided at the residential dwelling unit primary entrance complying with 2010 ADA Standards 809.5.5:
 - A hard-wired electric doorbell must be provided;
 - A button or switch must be provided outside the residential dwelling unit primary entrances;
 - Activation of the button or switch must initiate an audible tone and visible signal within the residential dwelling unit;
 - Where visible doorbell signals are located in sleeping areas, they shall have controls to deactivate the signal.

Single-User Toilet Room

Accessibility issues at the single-user toilet room by the Kersey Community Room include a side grab bar that is located lower than allowed, lack of clear floor space at the toilet due to the location of a scale, and a coat hook and soap dispenser that are located higher than allowed.

Kitchen

Accessibility issues with the Kersey Community Room kitchen include a sink that is located higher than allowed and lacks a 15" wide counter alongside it; lack of a 15" wide counter by the cooktop; lack of a retractable breadboard by the wall oven and a wall oven that is located higher than allowed.

Additional Accessibility Issues

- Mats are not securely attached at the main entrance and the northwest entrance.
- Operable parts at three (3) application information receptacles are noncompliant.

* The cost to provide communication accessible apartments and a mobility accessible two-bedroom and studio apartment is not provided and the cost for plumbing renovations to the accessible units will need to be determined by whoever is contracted with to perform that work.

Best Practice and Inclusive Design

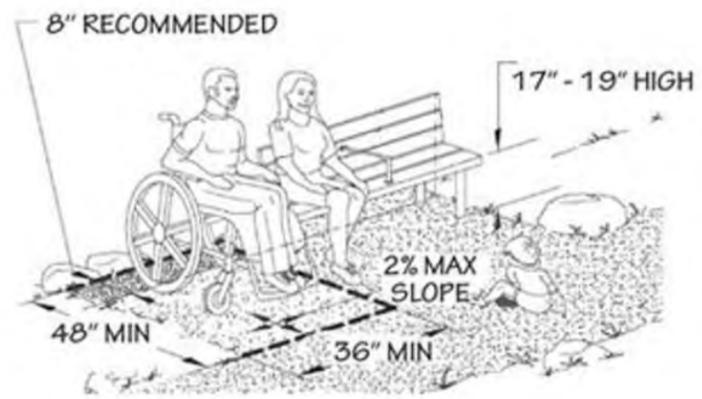
Best practice and inclusive design recommendations include elements that are not required in the standards but may create enhanced experiences for all users.

- Recommend providing visually contrasting strips on each stair tread. Recommend providing handrails in a color that contrasts with the wall.
- Recommend providing signage with raised characters and braille on the latch side of the door to all permanent rooms that lack designation signage.
- Recommend relocating the informational signs near the intercom.
- Recommend providing a 36" min. by 48" min. stable, firm and slip-resistant surface adjacent to at least one bench in each exterior area where benches are provided in a manner that is substantially similar to what is shown in Figure 1.

Figure 1 shows a stable, firm and slip-resistant surface adjacent to a bench positioned to allow a person in a wheeled

Lincoln School Apartments

mobility device and a person sitting on the bench to have their shoulders aligned:



**Town of Hingham
Lincoln School Apartments**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
Approach and Entrance											
Exterior Access Route											
1	Northeast Egress Door	Ext.		Exterior Access Route	Walkway		Exterior route < 36" wide	30"	Ensure that a clear width of 36" min. is maintained at the accessible route.	1	
2	Elm Street Parking to Northwest Entrance/ Egress Door	Ext.		Exterior Access Route	Exterior		Cross slope > 1:50 (2.00%)	2.5%	Reduce cross slope to be no steeper than 1:50 (2.00%).	1	
3	Elm Street Parking to Northwest Entrance/ Egress Door	Ext.		Exterior Access Route	Walkway		Cross slope > 1:50 (2.00%)	3.2%	Reduce cross slope to be no steeper than 1:50 (2.00%).	1	
4	West Central Street Parking to Main Entrance, West Egress	Ext.		Exterior Access Route	Walkway		Cross slope > 1:50 (2.00%)	8.6%	Reduce cross slope to be no steeper than 1:50 (2.00%).	1	
5	By Northwest Egress Door	Ext.		Exterior Access Route			Cross slope > 1:50 (2.00%) Running slope > 1:20 (5.00%)	4.7% 6.7%	Reduce cross slope to be no steeper than 1:50 (2.00%). Reduce running slope to be no steeper than 1:20 (5.00%).	1	

**Town of Hingham
Lincoln School Apartments**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
6	Benches by East Secondary Entrance and Rear Parking	Ext.		Exterior Access Route			Running slope > 1:20 (5.00%)	11.4%	Reduce running slope to be no steeper than 1:20 (5.00%) to ensure that there is an accessible route to at least one bench in this area.	1	
7	South Central Street Parking to Elm Street	Ext.		Exterior Access Route	Sidewalk		Route not maintained in operable working condition	-	Ensure the accessible route is maintained in operable working condition. Repair surface.	1	
8	South Central Street Parking to Elm Street	Ext.		Exterior Access Route	Sidewalk		Route not maintained in operable working condition	-	Ensure the accessible route is maintained in operable working condition. Repair damaged pavement.	1	
9	Elm Street Parking to Northwest Entrance/ Egress Door	Ext.		Exterior Access Route	Exterior		Route not maintained in operable working condition Cross slope > 1:50 (2.00%)	7.5% -	Reduce cross slope to be no steeper than 1:50 (2.00%). Ensure the accessible route is maintained in operable working condition.	1	
10	School Plaque by the Central Street Entrance	Ext.		Exterior Access Route	Walkway		Accessible route not provided	-	Ensure an accessible route is provided to the school plaque.	1	

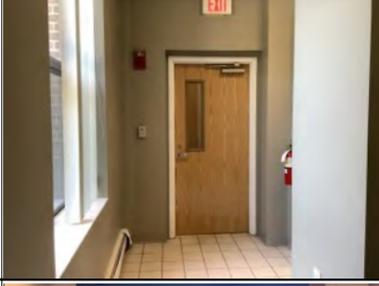
**Town of Hingham
Lincoln School Apartments**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
Curb Ramp											
11	South Central Street Parking Route	Ext.		Curb Ramp	N/A		Running slope > 1:12 (8.33%)	10.8%	Reduce running slope to be no steeper than 1:12 (8.33%).	1	
12	West Central Street Parking to Main Entrance, West Egress	Ext.		Curb Ramp	N/A		Running slope > 1:12 (8.33%)	16%	Provide a compliant curb ramp with a running slope that is no steeper than 1:12 (8.33%).	1	
13	Elm Street to Elm Street Parking	Ext.		Curb Ramp	N/A		Running slope > 1:12 (8.33%) Curb ramp flares > 1:10 (10%) Cross slope > 1:50 (2.00%) (MAAB)	19% 29% 6%	Reduce running slope to be no steeper than 1:12 (8.33%). Reduce slope at curb ramp flares to be no steeper than 1:10 (10%). Reduce cross slope at curb ramp to be no steeper than 1:50 (2.00%).	1	
14	Central Street and Elm Street	Ext.		Curb Ramp	N/A		Running slope > 1:12 (8.33%) Curb ramp flares > 1:12 (8.33%) (if no landing)	11.3% 19.7%	Reduce running slope to be no steeper than 1:12 (8.33%). Reduce slope at curb ramp flares to be no steeper than 1:12 (8.33%).	1	
Off-Street Parking Lot or Garage											
15	Rear Parking Lot for Residents	Ext.		Off-Street Parking Lot or Garage	N/A		Total # of parking Total # of designated accessible parking spaces Total # of designated van accessible spaces	45 0 0	Provide one (1) car and one (1) van accessible parking space.	1	

**Town of Hingham
Lincoln School Apartments**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
Exterior Stair											
16	Southwest Entrance/ Egress Door	Ext.		Exterior Stair	N/A		Handrails do not extend 12" from stair	-	Bottom: Ensure that the sloped bottom extension extends one tread depth min. beyond last riser nosing in same direction as stair flight.	2	
Entrance											
17	Southwest Entrance/ Egress Door	Ext.		Entrance	Secondary Entrance		Entrance not on an accessible route Directional sign to accessible entrance not provided	- -	Provide a directional sign indicating the location of the nearest accessible entrance.	1	
18	Southeast Entrance/ Egress	Ext.		Entrance	Secondary Entrance		Directional sign to accessible entrance not provided		Provide a directional sign indicating the location of the nearest accessible entrance.	1	
19	Main Entrance, West Egress	Ext.		Entrance	Main Entrance		Mat not securely attached		Secure the mat.	1	
20	Northwest Entrance/ Egress Door	Ext.		Entrance	Secondary Entrance		Mat not securely attached	-	Secure the mat.	1	
Access to Goods and Services											

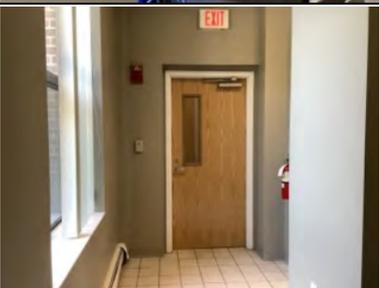
**Town of Hingham
Lincoln School Apartments**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
Means of Egress											
21	Main Entrance, West Egress	1		Means of Egress	N/A		Illuminated ISA symbol not provided (MAAB)	-	Provide an illuminated sign with the International Symbol of Accessibility (ISA).	1	
22	Northwest Egress Door	1		Means of Egress	N/A		Illuminated ISA symbol not provided (MAAB)	-	Provide an illuminated sign with the International Symbol of Accessibility (ISA).	1	
23	East Secondary Entrance	B		Means of Egress	N/A		Illuminated ISA symbol not provided (MAAB)	-	Provide an illuminated sign with the International Symbol of Accessibility (ISA).	1	
24	Southeast Egress Door (Signs at Two Doors)	1		Means of Egress	N/A		Directional sign to accessible emergency exit not provided	-	Provide a directional sign indicating the location of the nearest accessible emergency exit.	2	
25	Southwest Egress Door	2, 1		Means of Egress	N/A		Directional sign to accessible emergency exit not provided	-	Provide a directional sign indicating the location of the nearest accessible emergency exit.	1	

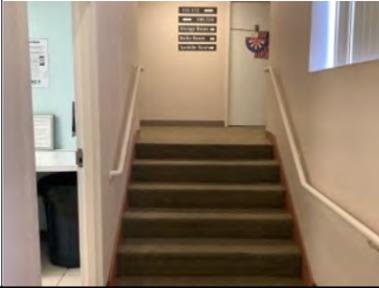
**Town of Hingham
Lincoln School Apartments**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
Interior Access Route											
26	Kersey Community Room, Kitchen	1		Interior Access Route	N/A		Route < 36" wide	29"	Ensure that a clear width of 36" min. is maintained at the accessible route. Relocate the refrigerator.	1	
27	Laundry Room	1		Interior Access Route	N/A		Route < 36" wide	28"	Ensure that a clear width of 36" min. is maintained at the accessible route through the laundry room. and that 32" clear width is maintained at the door,	1	
28	Storage Room	1		Interior Access Route	N/A		Route < 36" wide	28"	Ensure that a clear width of 36" min. is maintained at the accessible route. (Cost would need to be determined based on renovation.)	1	
29	To Patio Deck	4		Interior Access Route	N/A		Accessible route not provided	6"	Provide an accessible route to the patio. Install a ramp. (Cost based on a wood ramp with a 5' run.)	1	
Doors, Doorways, & Gates											
30	Staircase by Central Street	3		Doors, Doorways, & Gates	Circulation		Clear width at door < 32"	31"	Install offset hinges to ensure that the door has a clear width of 32 inches.	1	

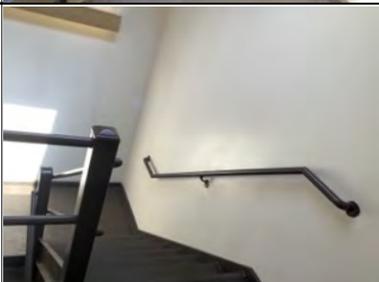
**Town of Hingham
Lincoln School Apartments**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
31	Laundry Room From Kersey Community Room	1		Doors, Doorways, & Gates	Other		Maneuvering clearance(s) not provided	45"	Provide an automatic door opener./Reverse the swing of the door to provide maneuvering clearance.	1	
32	Unit 307, Entry Door	3	307	Doors, Doorways, & Gates	Other		Maneuvering clearance(s) not provided Door requires > 5 lbs. of force to open	7" 14 lbs	Provide an automatic door opener. Adjust closers so doors do not require more than 5 pounds of force to open.	1	
33	Kersey Community Room, Kitchen Storage	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.	2	
34	To Patio Deck	4		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.	1	
35	To Southeast Egress Door	1		Doors, Doorways, & Gates	Other		Door requires > 5 lbs. of force to open	15 lbs.	Adjust closers so doors do not require more than 5 pounds of force to open.	1	

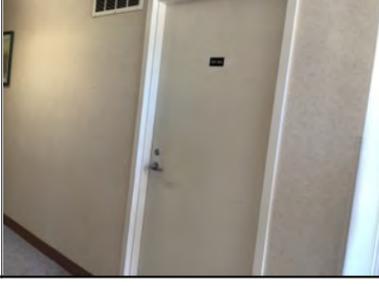
**Town of Hingham
Lincoln School Apartments**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
36	To Patio Deck	4		Doors, Doorways, & Gates	Circulation		Door requires > 5 lbs. of force to open	15 lbs.	Adjust closers so doors do not require more than 5 pounds of force to open.	1	
37	Single-User Toilet Room	B		Doors, Doorways, & Gates	Toilet Room		Door requires > 5 lbs. of force to open	15 lbs.	Adjust closers so doors do not require more than 5 pounds of force to open.	1	
Stairways											
38	Stairs by Laundry	1		Stairways	Egress		Handrail height < 34" or > 38"	30"	Alter so the handrails are 34"- 38" high above the floor.	1	
39	Staircase by Main Entrance, West Egress	B		Stairways	Other		Handrail height < 34" or > 38"	31"	Alter so the handrails are 34"- 38" high above the floor.	1	
40	Staircase by Central Street	2		Stairways	Egress		Handrail height < 34" or > 38" Handrails not continuous where required	30" -	Alter so the handrails are 34"- 38" high above the floor. Provide continuous handrails at the inside handrail at switchback and dogleg turns.	1	

**Town of Hingham
Lincoln School Apartments**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
41	Staircase by Main Entrance, West Egress	1		Stairways	Egress		Handrails not continuous where required	-	Provide continuous handrails at the inside handrail at switchback and dogleg turns.	1	
42	North Staircase	2		Stairways	Egress		Handrails not continuous where required	-	Provide continuous handrails at the inside handrail at switchback and dogleg turns.	1	
43	North Staircase	3		Stairways	Egress		Handrails not continuous where required	-	Provide continuous handrails at the inside handrail at switchback and dogleg turns.	1	
44	North Staircase	4		Stairways	Egress		Handrails not continuous where required	-	Provide continuous handrails at the inside handrail at switchback and dogleg turns.	1	
45	North Staircase	5		Stairways	Egress		Handrails not continuous where required	-	Provide continuous handrails at the inside handrail at switchback and dogleg turns.	1	

**Town of Hingham
Lincoln School Apartments**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
46	Staircase by Main Entrance, West Egress	B		Stairways	Egress		Handrails not continuous where required	-	Provide continuous handrails at the inside handrail at switchback and dogleg turns.	1	
Signage											
47	Unit 211 and Units Throughout the Building	2		Signage	Designation		Raised characters not provided on sign Braille not provided on sign Sign not located on the latch side of the door	- - -	At each apartment in the building: Provide text with raised characters duplicated in braille on sign. Locate the sign at permanent rooms alongside the door on the latch side.	60	
48	Office	B		Signage	Designation		Raised characters not provided on sign Braille not provided on sign Sign not located on the latch side of the door	- - -	Provide text with raised characters duplicated in braille on sign. Locate the sign at permanent rooms alongside the door on the latch side.	1	
49	Storage Room	1		Signage	Designation		Braille not provided on sign	-	Provide braille on the sign.	1	
50	Patio Deck	4		Signage	Designation		Braille not provided on sign Sign not located on the latch side of the door	- -	Provide braille on the sign. Locate the sign at permanent rooms alongside the door on the latch side.	1	

**Town of Hingham
Lincoln School Apartments**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
51	Single-User Toilet Room	B		Signage	Designation		Braille misplaced on sign Sign not located on the latch side of the door	- -	Position the braille below the corresponding text. If text is multi-lined place braille below the entire text. Locate the sign at permanent rooms alongside the door on the latch side.	1	
52	By Staircase by Main Entrance, West Egress, Sign Indicating Location of Main Office	1		Signage	Directional		Non-glare finish and contrast not provided on sign	-	Install a sign with a non-glare finish with characters that have a high contrast to the background.	1	
53	Main Entrance, West Egress,	Ext.		Signage	Informational		Non-glare finish and contrast not provided on sign	-	Install a sign with a non-glare finish with characters that have a high contrast to the background.	1	
Operable Parts											
54	Single-User Toilet Room	B		Operable Parts	Other		Forward reach if obstruction > 20"- 25" deep is > 44" high	48"	Ensure that the soap dispenser is not higher than 44" above the finished floor.	1	
55	By East Secondary Entrance, Rear Parking	Ext.		Operable Parts	Other		Not operable with a closed fist	-	Ensure that the application information receptacle does not need to be operable with one hand and does not require tight grasping, pinching, or twisting of the wrist.	1	

**Town of Hingham
Lincoln School Apartments**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
56	By Main Entrance, West Egress,	Ext.		Operable Parts	Other		Not operable with a closed fist		Ensure that the application information receptacle does not need to be operable with one hand and does not require tight grasping, pinching, or twisting of the wrist.	1	
57	Northwest Entrance/ Egress Door	Ext.		Operable Parts	Equipment		Not operable with a closed fist	-	Provide hardware at the application Information receptacle that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist.	1	
Dining or Work Surfaces											
58	Patio Deck	Ext.		Dining or Work Surfaces	Dining Surface		Knee and toe clearance not provided Top of dining/work surface < 28" or > 34"	- 23"	Provide at least one dining surface with tops between 28"- 34" above the floor and 27" clear height underneath.	1	
59	Kersey Community Room	1		Dining or Work Surfaces	Work Surface		Knee or toe clearance not provided	24"	Provide at least one work surface with 27" min. knee and toe clearance.	1	
60	Kersey Community Room	1		Dining or Work Surfaces	Dining Surface		Toe clearance not provided	-	Provide at least one dining surface with 27" min. knee and toe clearance.	1	

**Town of Hingham
Lincoln School Apartments**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
Kitchens and Kitchenettes											
61	Unit 307, Kitchen	3	307	Kitchens and Kitchenettes	Other		Knee/toe clearance not provided at sink	26"	Provide a sink with knee and toe clearance positioned for a forward approach.	1	
62	Unit 411, Kitchen	4	411	Kitchens and Kitchenettes	N/A		Knee/toe clearance not provided at sink	26"	Provide a sink with knee and toe clearance positioned for a forward approach.	1	
63	Kersey Community Room, Kitchen	1		Kitchens and Kitchenettes	Other		Sink > 34" high Countertop next to sink < 15" wide	36" -	Lower sink to be no higher than 34" positioned for a forward approach. Ensure a countertop that is at least 15" wide is provided next to the sink that has a 27" high min. clear space underneath.	1	
64	Unit 307, Kitchen	3	307	Kitchens and Kitchenettes	Other		Countertop next to sink < 15" wide	5"	Ensure a countertop that is at least 15" wide is provided next to the sink.	1	
65	Unit 411, Kitchen	4	411	Kitchens and Kitchenettes	N/A		Knee/toe clearance not provided at cooktop	26"	Provide a cooktop with knee and toe clearance positioned for a forward approach.	1	

**Town of Hingham
Lincoln School Apartments**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
66	Unit 307, Kitchen	3	307	Kitchens and Kitchenettes	Other		Knee/toe clearance not provided at cooktop Countertop next to cooktop < 15" wide	26" 8"	Provide a cooktop with knee and toe clearance positioned for a forward approach. Ensure a countertop that is at least 15" wide is provided next to the cooktop.	1	
67	Kersey Community Room, Kitchen	1		Kitchens and Kitchenettes	Other		Countertop next to cooktop < 15" wide	7.5"	Ensure a countertop that is at least 15" wide is provided next to the cooktop that has a 27" high min. clear space underneath.	1	
68	Kersey Community Room, Kitchen	1		Kitchens and Kitchenettes	Other		Bottom of oven doors > 30" high Retractable bread board not provided	37" -	Locate oven so the bottom of the door is located 30" max. above the finished floor. If Provide a retractable bread board adjacent to the oven door.	1	
69	Unit 307, Kitchen	3	307	Kitchens and Kitchenettes	Other		Retractable bread board not provided	-	Provide a retractable bread board adjacent to the door.	1	
70	Unit 411, Kitchen	4	411	Kitchens and Kitchenettes	Other		Retractable bread board not provided	-	Provide a retractable bread board adjacent to the door.	1	

**Town of Hingham
Lincoln School Apartments**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
Accessible Apartment											
71	Accessible Studio and Two Bedroom Apartment			Accessible Apartment			Accessible units not provided in a range of size and amenities	-	Provide a mobility accessible studio and two-bedroom apartment. Distribute accessible dwelling units throughout projects and sites and make such units available in the same ranges of sizes and amenities to provide housing choices for persons with disabilities that are the same as those provided to others. [24 CFR 8.26; 28 CFR 149] Cost will be based on renovation.	1	
Toilet & Bathing Rooms											
Lavatory											
72	Unit 307, Toilet Room	3	307	Lavatory	N/A		Mirror above lavatory w/reflective surface > 40"	44"	Lower mirror so that the bottom surface is at 40" max. above the finished floor.	1	
Single-User Toilet											
73	Unit 307, Toilet Room	3	307	Single-User Toilet	N/A		Flush control not on open side	-	Relocate the flush control to the open side.	1	
74	Single-User Toilet Room	1		Single-User Toilet	N/A		Side or rear grab bar < 33" or > 36" high Clearance at toilet < 72" clear depth	30" 18"	Mount the side grab bar 33"- 36" above the finished floor. Relocate the scale in the toilet room to ensure that there is 72" deep min. clear floor space at the toilet.	1	

**Town of Hingham
Lincoln School Apartments**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
75	Single-User Toilet Room	B		Single-User Toilet	N/A		Hook located > 54" high	66"	Locate the coat hook no higher than 48" above the finished floor.	1	
Shower Compartment											
76	Unit 411, Toilet Room	4	411	Shower Compartment	Roll-In Type		Roll-in type shower has a curb (MAAB)	4"	Ensure there is no curb at the roll-in shower.	1	
Bathtub											
77	Unit 307, Toilet Room	3	307	Bathtub	Tub With Permanent Seat		Controls are not compliant Controls are not on the end wall before the centerline	- -	Provide controls that are operable with one hand and do not require tight grasping, pinching, or twisting of the wrist. Provide an additional set of controls on the end wall. Locate controls between the bathtub rim and grab bar and between the open side of the bathtub and the centerline of the width of the bathtub. Plumbing cost will need to be determined.	1	
Best Practice											
78	Central Staircase	2							Recommend providing visually contrasting strips on each stair tread. Recommend providing handrails in a color that contrasts with the wall.	1	

**Town of Hingham
Lincoln School Apartments**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
79	Kersey Community Room	B						-	Recommend providing signage with raised characters and braille on the latch side of the door to all permanent rooms that lack designation signage.	1	
80	Benches by East Secondary Entrance, Rear Parking	Ext.						-	Recommend providing a 36" min. by 48" min. stable, firm and slip-resistant surface adjacent to at least one bench in each exterior area where benches are provided in a manner that is substantially similar to what is shown in Figure 1 in the narrative report.	1	
81	East Secondary Entrance, Rear Parking	Ext.							Recommend relocating the informational signs near the intercom.	1	
82	Elm Street Parking	Ext.							Recommend providing a 36" min. by 48" min. stable, firm and slip-resistant surface adjacent to at least one bench in each exterior area where benches are provided in a manner that is substantially similar to what is shown in Figure 1 in the narrative report.	1	

Recreation Barn



Town of Hingham ADA Transition Plan

September 2022



Institute for Human Centered Design

560 Harrison Avenue, Unit 401 Boston MA 02118
www.IHCDesign.org • info@IHCDesign.org
617-695-1225 voice/ tty

Background

Year Built: 1860

The Recreation Barn is a one-story facility located at 341 Main Street that has recently been renovated. The building contains two all gender single-user toilet rooms and a dance studio.

Parking for the facility will be covered in the the Cronin Field report.

Key Accessibility Issues

Exterior Routes

Accessibility issues include routes with excessive running slopes and level changes. There is lack of an accessible exterior route to at least one (1) bench. To achieve program access, IHCD recommends providing an accessible route to at least one bench in each distinct location where benches are provided.

Exterior Ramp

Accessibility issues with the exterior ramp include a width that is narrower than allowed and a slope at the base of the ramp that is greater than allowed.

Exterior Stairs

Accessibility issues with the exterior stairs include lack of handrails at the back egress stair and lack of handrails with a compliant cross-section at the handrails from the upper stairs.

Signage

Accessibility issues include lack of directional signs at inaccessible exits directing visitors to the nearest accessible exit, lack of signage with raised characters and braille at all exit doors, lack of illuminated signs with the International Symbol of Accessibility (ISA) at accessible exit doors, and lack of signage denoting the presence of an assistive listening system in the assembly area (dance studio).

Drinking Fountains

Accessibility issues include a lack of a drinking fountain for a standing user. Per ADA 211.2, no fewer than two (2) drinking fountains must be provided, one for seated users and one for standing users.

Additional Accessibility Issues

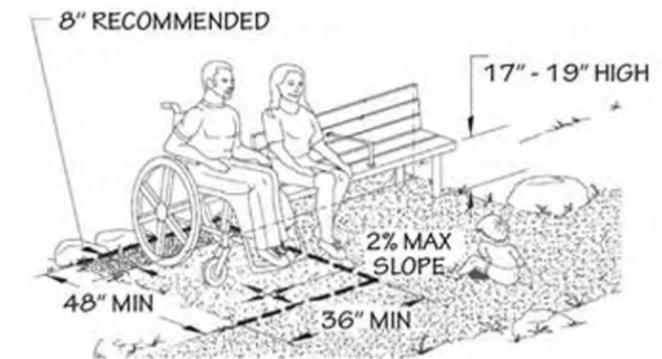
- Cabinets stored in the single-user toilet room encroach on the clear floor space that is required at the toilet.

Best Practice and Inclusive Design

Best practice and inclusive design recommendations include elements that are not required in the standards but may create enhanced experiences for all users.

- Recommend providing a 36" min. by 48" min. stable, firm and slip-resistant surface adjacent to at least one bench in a manner that is substantially similar to what is shown in Figure 1.

Figure 1 shows a stable, firm and slip-resistant surface adjacent to a bench positioned to allow a person in a wheeled mobility device and a person sitting on the bench to have their shoulders aligned:



**Town of Hingham
Recreation Barn**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
Approach and Entrance											
Exterior Access Route											
1	Route From Upper Stairs	Ext.		Exterior Access Route	Walkway		Running slope > 1:20 (5.00%)	7%	Reduce the running slope to be no steeper than 1:20 (5.00%).	1	
2	Walkway	Ext.		Exterior Access Route	Walkway		Running slope > 1:20 (5.00%)	6.3%	Reduce the running slope to be no steeper than 1:20 (5.00%).	1	
3	Route by Ramp	Ext.		Exterior Access Route	Walkway		Running slope > 1:20 (5.00%)	5.8%	Reduce the running slope to be no steeper than 1:20 (5.00%).	1	
4	Outside of Accessible Exit	Ext.		Exterior Access Route	Exterior		Level changes > 1/4"	.75"	Alter the change in level between the transition of materials to be 1/4" high max.	1	
Emergency Exit											
5	Exit to Back Stairs	1		Emergency Exit	N/A		Tactile sign not provided at emergency exit Directional sign to accessible emergency exit not provided	- -	Provide a sign with raised characters and braille at the emergency exit. Mount signs between 48"-60" above the finished floor located on the latch side of the door. Provide a directional sign indicating the location of the nearest accessible emergency exit.	1	

**Town of Hingham
Recreation Barn**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
6	Accessible Exit	1		Emergency Exit	N/A		Tactile sign not provided at emergency exit Illuminated International Symbol of Acc. not provided (MAAB 2006)	- -	Provide a sign with raised characters and braille at the emergency exit. Mount signs between 48"-60" above the finished floor located on the latch side of the door. Where a tactile sign is provided at double doors with two active leaves, the sign shall be located to the right of the right hand door. Provide an illuminated sign with the International Symbol of Accessibility (ISA).	1	
Access to Goods and Services											
Ramps											
7	Ramp	Ext.		Ramps	Exterior		Ramp < 48" wide (MAAB) Running slope >1:12 (8.33%)	44" 8.6%	Enlarge the ramp to provide 48" min. clear per the MAAB. Reduce running slope to be no steeper than 1:12 (8.33%). Ensure that the bottom platform is sloped no greater than 1:50 (2.00%).	1	
Stairways											
8	Upper Stairs	Ext.		Stairways	Exterior		Handrails have non-compliant cross section	-	Handrails lack a circular cross section and return to posts. Provide handrails with a 1 1/4" - 2" circular cross section.	1	
9	Back Egress	Ext.		Stairways	Exterior		Handrails not provided	-	Provide handrails.	1	

**Town of Hingham
Recreation Barn**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
Signage											
10	Assembly Area	1		Signage	Informational		Not provided	-	Provide signage denoting the presence of an assistive listening system. Assistive listening signs shall comply with 703.5 and shall include the International Symbol of Access for Hearing Loss complying with 703.7.2.4.	1	
Benches											
11	Exterior Benches	Ext.		Benches	N/A		No accessible route to one bench in this area		Provide an accessible route to at least one bench in this area. To achieve program access, IHCD recommends providing an accessible route to at least one bench in each distinct location where benches are provided.	1	
Toilet & Bathing Rooms											
Single-User Toilet											
12	Single-User Toilet Room	1		Single-User Toilet	N/A		Clearance at toilet < 72" clear depth (MAAB)	-	Relocate baby changing table so that there is 72" clear in front of the rear toilet wall.	1	
Additional Access											
Drinking Fountains											
13	Drinking Fountain	1		Drinking Fountains	Seated		No drinking fountain provided for standing users		Provide an additional drinking fountain for standing users. Per ADA 211.2, no fewer than two (2) drinking fountains must be provided, one for seated users and one for standing users.	1	
Best Practice											

**Town of Hingham
Recreation Barn**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
14	Exterior Benches	Ext.							Recommend providing a 36" min. by 48" min. stable, firm and slip-resistant surface adjacent to at least one bench in a manner that is substantially similar to what is shown in Figure 1 in the narrative report.	1	

South Shore Country Club



Town of Hingham ADA Transition Plan

October 2023



Institute for Human Centered Design

560 Harrison Avenue, Unit 401 Boston MA 02118
www.IHCDesign.org • info@IHCDesign.org
617-695-1225 voice/ tty

Background

Year Built: 1922 Years Renovated: 1952, 1960s

The South Shore Country Club is located at 274 South Street. Parking is provided on the north and east sides of the building.

The facility consists of a building on the west side with a pro shop, a central building and an events tent on the east side. The first floor of the central building contains a bowling alley with multi-user men’s and women’s toilet rooms, a party room, golf simulators, a pub, men’s and women’s locker rooms, an office, a club room, the Greenside Grille restaurant, the Lincoln Dining Room with a single-user toilet room, and multi-user men’s and women’s toilet rooms. There is a second floor on the east side of the building above the Lincoln Dining Room that contains an upper function room including a main ballroom area, a dance floor, a bar, a bridal room with a single-user toilet room, and multi-user men’s and women’s toilet rooms and a single-user toilet room. The only vertical access route between the first and the second floors is via a set of stairs.

There are seven (7) entrances to the building, including four (4) accessible entrances and three (3) inaccessible entrances.

Note: The golf course was not part of the survey. The swimming pool, tennis courts and nearby accessible parking spaces are all part of a proposed pool replacement project and were not part of this survey.

Note: The Town of Hingham is an ADA Title II entity and the Greenside Grille restaurant is an ADA Title III entity. If the town is leasing or contracting with the restaurant for the convenience of the club’s users, the Town must ensure that the restaurant is operated in a manner that enables the Town to meet its Title II obligations, even though the restaurant is not directly subject to Title II.

Key Accessibility Issues

This section describes the types of key accessibility issues at this facility. Details for specific issues are provided in a table starting on page 4.

Exterior Routes

Accessibility issues include routes that are narrower than allowed, routes with excessive running and cross slopes, routes with surface openings that are wider than allowed, surfaces that are not stable firm and slip-resistant, routes with changes in level that are greater than allowed, and routes that are not maintained in operable working condition.

Parking Lots

Accessibility issues in the east lot include an access aisle that is narrower than allowed, a van accessible parking space that is narrower than allowed and an excessive running and cross slope in an access aisle. Based on a count of 28 parking spaces in this lot, one (1) van accessible parking space and one (1) car accessible parking space are required.

Accessibility issues in the north lot include an access aisle that is narrower than allowed, a space that is lacking an access aisle, lack of signage with the International Symbol of Accessibility (ISA) at one accessible parking space, excessive running and cross slopes in access aisles and accessible parking spaces with signs that are located lower than allowed. Based on a count of 203 parking spaces in this lot, two (2) van accessible parking spaces and five (5) car accessible parking spaces are required. Currently, seven (7) car accessible parking spaces are provided and one (1) van accessible parking space are provided. The accessible parking space closest to the pro shop could easily be converted into an additional van accessible parking space with “Van Accessible” designation signage.

Exterior Ramp

Accessibility issues with the exterior ramp to the upper function room include a running slope that is steeper than allowed and lack of edge protection.

Stairs

Accessibility issues with exterior stairs include lack of handrails on both sides, lack of handrails that extend 12" from the stair and handrails that are located lower than allowed.

Accessibility issues with interior stairs include lack of handrails that extend 12" from the stair, handrails that are not continuous and have a non-compliant cross section, and handrails that are located lower or higher than allowed.

Signage

Accessibility issues include lack of signs with the International Symbol of Accessibility (ISA) at accessible entrances, lack of directional signs at the inaccessible entrances directing visitors to the nearest accessible entrance, lack of directional signs at inaccessible exits directing visitors to the nearest accessible exit, lack of signage with raised characters and braille at all exit doors, lack of illuminated signs with the International Symbol of Accessibility (ISA) at accessible exit doors, lack of designation signs with raised characters and braille, lack of signs with the International Symbol of Accessibility (ISA) at accessible toilet rooms, lack of directional signage at inaccessible toilet rooms directing visitors to the nearest accessible toilet room, and signs that are not located at the proper height on the latch side of the door.

Doors and Doorways

Accessibility issues with doors include doors that have a clear width that is less than allowed, doors that require a greater amount of opening force than allowed, doors that lack maneuvering clearance, and doors that lack hardware that can be operable with one hand and that does not require tight grasping, pinching, or twisting of the wrist.

Vertical Circulation

Accessibility issues include a lack of accessible vertical circulation between the first floor and second floor of the east building. If the public must travel between these two (2) levels as part of a public program, an elevator or other means of accessible interior circulation must be provided.

Operable Parts

Accessibility issues include operable parts that are located higher than allowed and operable parts that lack clear floor space.

Toilet Rooms

Accessibility issues with toilet rooms include toilet rooms that lack accessible fixtures, accessible compartments that lack turning space, and doors that lack the minimum required clear width. These include the single-user toilet room in the bridal suite, the women's and men's toilet rooms in the Lincoln Dining Room and the men's and women's toilet rooms in the upper function room. IHCD recommends only bringing the single-user toilet room in the bridal suite into full compliance as it is a unique program. At the other toilet rooms mentioned, IHCD recommends providing directional signage at the doors directing people to the nearest accessible toilet rooms.

Other toilet rooms in the facility (such as the single-user toilet room by the men's locker room, the women's single-user toilet room by the women's locker room, the men's and women's toilet rooms by the bowling alley, the single-user toilet room by the Lincoln Dining Room, the single-user toilet room by the upper function room and toilets in the men's and women's locker rooms) have more minor accessibility issues. These issues include urinals that are mounted higher than allowed, lack of knee and toe clearance at lavatories, dispensers and coat hooks located higher than the maximum allowable reach range, exposed pipes underneath lavatories, toilet flush controls that are not located on the open (transfer) side of the toilet, toilets with centerlines that are located further from the side wall than allowed, dispensers mounted over grab bars and dispensers that act as protruding objects, grab bars mounted lower than allowed, and lack of door pulls on each side of wheelchair accessible compartment doors.

Shower Rooms

Accessibility issues with the accessible shower in the women's locker room include a noncompliant compartment size, lack of a shower seat, controls that are located higher than allowed and an excessive slope at the shower floor.

Accessibility issues with the accessible shower in the men's locker room include a deteriorated shower seat mounted on the incorrect wall at an incorrect height, lack of a padded shower seat, and shower controls that are located higher than allowed and are not located on the center of the long wall.

Additional Accessibility Issues

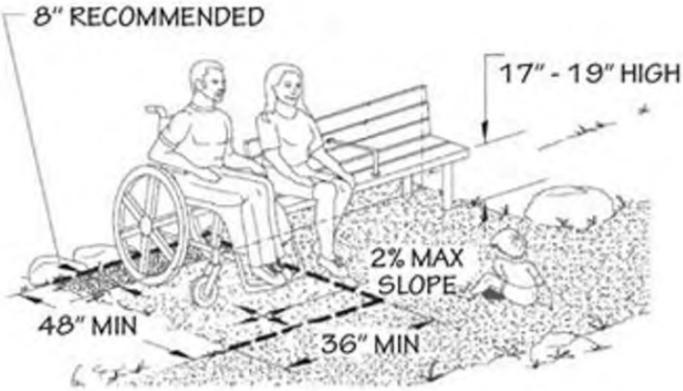
- Lack of minimum clear width at the interior circulation route in several locations.
- Protruding objects such as shelves and fire extinguishers present in many locations.
- Two (2) service counters lack an accessible portion that is 36" max. above the finished floor.
- Two (2) work surfaces lack knee and toe clearance and have a top surface that is lower or higher than allowed.
- Men's and women's locker rooms lack a compliant bench that is 24" deep, 48" long with back support.
- Lack of an accessible route to one bench by the Greenside Grille egress door.

Best Practice and Inclusive Design

Best practice and inclusive design recommendations include elements that are not required in the standards but may create enhanced experiences for all users.

- Recommend providing signage with raised characters and braille on the latch side of the door to all permanent rooms that lack designation signage.
- Recommend providing a 36" min. by 48" min. stable, firm and slip-resistant surface adjacent to at least one bench in the park in a manner that is substantially similar to what is shown in Figure 1.

Figure 1 shows a stable, firm and slip-resistant surface adjacent to a bench positioned to allow a person in a wheeled mobility device and a person sitting on the bench to have their shoulders aligned:



**Town of Hingham
South Shore Country Club**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
Approach and Entrance											
Exterior Access Route											
1	Sloped Route to Entrance/Egress Door 2 at the Lincoln Dining Room	Ext.		Exterior Access Route	Walkway		Exterior route < 36" wide Cross slope > 1:50 (2.00%)	32" 8%	Ensure that a clear width of 36" min. is maintained at the accessible route (48" wide is preferred). Reduce cross slope to be no steeper than 1:50 (2.00%).	1	
2	Greenside Grille, Egress Door 3 to Events Tent on the East	Ext.		Exterior Access Route	Exterior		Surface openings > 1/2" Running slope > 1:20 (5.00%)	2" 8.4%	Replace or reposition so that openings are 1/2" max. and the long opening dimension is perpendicular to the dominant direction of travel. Reduce running slope to be no steeper than 1:20 (5.00%).	1	
3	Pro Shop, South Egress Door to North Accessible Parking	Ext.		Exterior Access Route	Exterior		Cross slope > 1:50 (2.00%)	3.6%	Reduce cross slope to be no steeper than 1:50 (2.00%).	1	
4	Greenside Grille, Egress Door 3 to Events Tent on the East	Ext.		Exterior Access Route	Walkway		Cross slope > 1:50 (2.00%)	11.5%	Reduce cross slope to be no steeper than 1:50 (2.00%).	1	
5	Tennis Court	Ext.		Exterior Access Route	Exterior		Cross slope > 1:50 (2.00%) Exterior route < 36" wide Route not maintained in operable working condition	6.1% 25" -	Note: Tennis court is planned to be renovated. or removed.	1	

Town of Hingham
South Shore Country Club

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
6	Greenside Grille, Egress Door 3 to Events Tent on the East	Ext.		Exterior Access Route	Walkway		Cross slope > 1:50 (2.00%) Surface is not stable, firm, and slip-resistant	3.5% -	Provide a stable, firm and slip-resistant surface such as stone dust. Reduce cross slope to be no steeper than 1:50 (2.00%).	1	
7	Parking by Events Tent to Lincoln Dining Room, East Egress Door	Ext.		Exterior Access Route	Walkway		Cross slope > 1:50 (2.00%) Route not maintained in operable working condition	6.6% -	Reduce cross slope to be no steeper than 1:50 (2.00%). Ensure the accessible route is maintained in operable working condition.	1	
8	Route to Pro Shop	Ext.		Exterior Access Route	Exterior		Running slope > 1:20 (5.00%)	11%	It may not be technically feasible to reduce the running slope to 1:20 (5.00%).	1	
9	Egress Door 5 From Bowling Alley to Pro Shop, South Egress Door	Ext.		Exterior Access Route	Exterior		Running slope > 1:20 (5.00%)	15.8%	It may be technically infeasible to reduce the running slope to 1:20 (5.00%), however the route should be made accessible to the maximum extent feasible. The Town does not need to confirm that it is technically infeasible, but if a member of the public were to file a complaint with the Department of Justice, the Town should be prepared to do an analysis.	1	
10	Route to East Egress Door	Ext.		Exterior Access Route	Walkway		Running slope > 1:20 (5.00%)	6.5%	Reduce running slope to be no steeper than 1:20 (5.00%).	1	

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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
11	South Walkway to Events Tent	Ext.		Exterior Access Route	Exterior		Running slope > 1:20 (5.00%) Level changes > 1/4"	6.9% 3.5"	Reduce running slope to be no steeper than 1:20 (5.00%). Alter change in level to be 1/4" high max.	1	
12	Route From East Parking Lot to Events Tent	Ext.		Exterior Access Route	Walkway		Running slope > 1:20 (5.00%) Surface is not stable, firm, and slip-resistant	7.2% -	Reduce running slope to be no steeper than 1:20 (5.00%). Repair surface.	1	
13	North Walkway to Country Club, Main Entrance	Ext.		Exterior Access Route	Walkway		Level changes > 1/4"	1/2"	Alter change in level to be 1/4" high max. at the transition between brick and concrete.	1	
14	Pro Shop, South Egress Door to North Accessible Parking	Ext.		Exterior Access Route	Exterior		Route not maintained in operable working condition	-	Ensure the accessible route is maintained in operable working condition. Repair the surface where it is cracked.	1	
Off-Street Parking Lot or Garage											
15	East Parking Lot across From Lincoln Room, Main Entrance	Ext.		Off-Street Parking Lot or Garage	Visitor		Total # of parking Total # of designated accessible parking spaces Total # of designated van accessible spaces Access aisle < 60" wide at car/van space	28 2 1 58.5"	The east parking lot has a greater number of accessible parking spaces than required. At the parking spaces in the photograph: provide a marked access aisle that is at least 60" wide.	1	

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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
16	North Parking by Greenside Grille	Ext.		Off-Street Parking Lot or Garage	Visitor		Total # of parking Total # of designated accessible parking spaces Total # of designated van accessible spaces Access aisle < 60" wide at car/van space Running or cross slope at access aisle > 1:50 (2.00%) Sign bottom < 60" above finished grade	203 7 1 57" 6% 41.5"	Provide one (1) additional van accessible parking space in the north parking lot. Five (5) car accessible parking spaces and two (2) van accessible parking spaces are required. In the three spaces shown: provide a marked access aisle that is at least 60" wide at each space. Reduce running or cross slope to be no steeper than 1:50 (2.00%). Locate the signs with the bottom of the sign 60" above the ground.	1	
17	East Parking Lot by Lincoln Room, Main Entrance	Ext.		Off-Street Parking Lot or Garage	Visitor		Van space < 132" or <96" wide Running or cross slope at space > 1:50 (2.00%) Running or cross slope at access aisle > 1:50 (2.00%)	90" 3.4% 4.5%	Provide a van accessible space that is at least 96" wide. Reduce running and cross slope at space and access aisle to be no steeper than 1:50 (2.00%).	1	
18	North Accessible Parking Lot by the Pro Shop	Ext.		Off-Street Parking Lot or Garage	Visitor		Running or cross slope at space > 1:50 (2.00%) Access aisle not provided Running or cross slope at access aisle > 1:50 (2.00%) Sign not provided Sign does not have the designation "Van Accessible" Sign bottom < 60" above finished grade	4.5% - 3.6% - 58"	Reduce running and cross slope at spaces and access aisles to be no steeper than 1:50 (2%). Provide a marked access aisle that is at least 60" wide at the car accessible parking space (on left). Provide a sign with the International Symbol of Accessibility (ISA) and the designation "Van Accessible" at the van accessible space on the right. Locate the bottom of signs 60" above the ground.	1	
Exterior Ramp											
19	Ramp to Upper Function Room, North Entrance Door	Ext.		Exterior Ramp	N/A		Running slope > 1:12 (8.33%)	9.9%	Reduce running slope to be no steeper than 1:12 (8.33%).	1	
20	Ramp to Upper Function Room, North Entrance Door	Ext.		Exterior Ramp	N/A		Edge protection < 4" high	-	Provide edge protection that prevents the passage of a 4" diameter sphere, where any portion of the sphere is within 4" of the finished floor or ground surface.	1	

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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
Exterior Stair											
21	Lincoln Dining Room, Main Entrance, Egress Door 2	Ext.		Exterior Stair	N/A		Handrail height < 34" or > 38"	31.1"	Alter so the handrails are 34"- 38" high above the finished floor or ground.	1	
22	Upper Function Room, North Entrance Door	Ext.		Exterior Stair	N/A		Handrails do not extend 12" from stair	-	Top: Ensure handrails extend horizontally above the landing for 12" min. beginning above the first riser nosing. Bottom: Ensure that the sloped bottom extension extends one tread depth min. beyond last riser nosing in same direction as stair flight.	1	
23	Bowling Alley, Entrance Door 5	Ext.		Exterior Stair	N/A		Handrail not provided on both sides	-	Provide a handrail on each side of the stair.	1	
24	Events Tent to Lincoln Dining Room	Ext.		Exterior Stair	N/A		Risers > 7" high Handrails not provided	8.5" -	Repair to this stairway's risers might be technically infeasible. Provide a handrail on each side of the stair.	1	
25	Stairs to North Walkway	Ext.		Exterior Stair	N/A		Handrails not provided	-	Provide a handrail on each side of the stair.	1	

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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
Entrance											
26	Bowling Alley, Entrance Door 5	Ext.		Entrance	Secondary Entrance		Entrance not on an accessible route Directional sign to accessible entrance not provided	-	Provide a directional sign indicating the location of the nearest accessible entrance above the tactile designation sign. Recommend locating the directional sign above the tactile designation sign. In addition, where a directional sign is required, it should be located to minimize backtracking. In some cases, this could mean locating a sign at the beginning of a route, not just at the inaccessible entrances to a building.	1	
27	Lincoln Dining Room, East Entrance/ Egress Door (Interior Stairs)	Ext.		Entrance	Secondary Entrance		Directional sign to accessible entrance not provided	-	Provide a directional sign indicating the location of the nearest accessible entrance. Recommend providing one sign on the latch side of the door. Where a directional sign is required, it should be located to minimize backtracking. This could mean locating a sign at the beginning of a route, not just at the inaccessible entrances.	1	
28	Parking by Lincoln Dining Room Main Entrance, Egress Door 2 and the Main Ballroom	Ext.		Entrance	Main Entrance		Directional sign to accessible entrance not provided	-	Provide a directional sign indicating the location of the nearest accessible entrance above the tactile designation sign. In addition, where a directional sign is required, it should be located to minimize backtracking. In some cases, this could mean locating a sign at the beginning of a route, not just at the inaccessible entrances to a building.	1	
29	Main Entrance From Alley	Ext.		Entrance	Main Entrance		International Symbol of Accessibility not provided	-	Provide a sign with the International Symbol of Accessibility (ISA). Recommend providing sign with the ISA above the tactile designation sign that is required at this door.	1	
30	Pro Shop, South Egress Door	Ext.		Entrance	Main Entrance		International Symbol of Accessibility not provided	-	After the route to the Pro Shop is brought into compliance, provide a sign with the International Symbol of Accessibility (ISA). Recommend providing the ISA sign above the tactile designation sign that is required at this entrance.	1	

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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
31	Upper Function Room, North Entrance Door	Ext.		Entrance	Main Entrance		International Symbol of Accessibility not provided	-	Provide a sign with the International Symbol of Accessibility (ISA). Recommend providing sign with the ISA above the tactile designation sign that is required at this door. Recommend providing the ISA sign above the tactile designation sign that is required at the door.	1	
32	North Walkway, Northwest Entrance Door to the Pub	Ext.		Entrance	Secondary Entrance		International Symbol of Accessibility not provided Mat not securely attached	- -	Provide a sign with the International Symbol of Accessibility (ISA) on the right side of the latch. Secure the mat.	1	
33	Pro Shop, South Egress Door	Ext.		Entrance	Main Entrance		Maneuvering clearance at door > 1:50 (2.00%) Hardware not operable with a closed fist	4.3% -	Alter so that the slope in all directions is no greater than 1:50 (2.00%). The maneuvering clearance must be 60" deep and extend 18" on the latch side of the door. Alternatively, an automatic door opener could be provided. Provide hardware that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist.	1	
Access to Goods and Services											
Means of Egress											
34	East Egress Door	1		Means of Egress	N/A		Tactile exit sign not provided	-	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above the finished floor located on the latch side of the door.	1	
35	Pro Shop, South Egress Door	1		Means of Egress	N/A		Tactile exit sign not provided	- -	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above the finished floor located on the latch side of the door.	1	

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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
36	Upper Function Room, North Egress Door	1		Means of Egress	N/A		Tactile exit sign not provided	- -	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above the finished floor located on the latch side of the door.	1	
37	Egress Door to Alley	1		Means of Egress	N/A		Tactile exit sign not provided Illuminated ISA symbol not provided (MAAB)	- -	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above the finished floor located on the latch side of the door. Provide an illuminated sign with the International Symbol of Accessibility (ISA).	1	
38	Greenside Grille,	1		Means of Egress	N/A		Tactile exit sign not provided Illuminated ISA symbol not provided (MAAB)	- -	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above the finished floor located on the latch side of the door. Provide an illuminated sign with the International Symbol of Accessibility (ISA).	1	
39	Lincoln Dining Room, Main Entrance, Egress Door 2	1		Means of Egress	N/A		Tactile exit sign not provided Illuminated ISA symbol not provided (MAAB)	- -	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above the finished floor located on the latch side of the door. Provide an illuminated sign with the International Symbol of Accessibility (ISA).	1	
40	Bowling Alley, Egress Door 5	1		Means of Egress	N/A		Tactile exit sign not provided Directional sign to accessible emergency exit not provided	- -	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above the finished floor located on the latch side of the door. Provide a directional sign indicating the location of the nearest accessible emergency exit.	1	

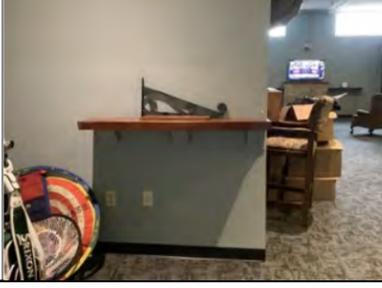
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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
41	Greenside Grille, Egress Door 3	1		Means of Egress	N/A		Tactile exit sign not provided Directional sign to accessible emergency exit not provided	- -	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above the finished floor located on the latch side of the door. Provide a directional sign indicating the location of the nearest accessible emergency exit.	1	
42	Upper Function Room, to East Egress Door	2		Means of Egress	N/A		Tactile exit sign not provided Directional sign to accessible emergency exit not provided	- -	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above the finished floor located on the latch side of the door. Provide a directional sign indicating the location of the nearest accessible emergency exit.	1	
43	Upper Function Room, North Egress Door Vestibule	1		Means of Egress	N/A		Illuminated ISA symbol not provided (MAAB)	-	Provide an illuminated sign with the International Symbol of Accessibility (ISA) where the illuminated sign is currently located.	1	
44	Pub Room and the Tour (Golf Simulators) to Northwest Egress Door	1		Means of Egress	N/A		Illuminated ISA symbol not provided (MAAB) Tactile exit sign not provided	- -	At the northwest egress door that goes directly to the exterior beyond this door: Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above the finished floor located on the latch side of the door. Provide an illuminated sign with the International Symbol of Accessibility (ISA).	1	
45	Egress Door 4 From Hall to South Side	1		Means of Egress	N/A		Directional sign to accessible emergency exit not provided Tactile exit sign not provided	- -	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above the finished floor located on the latch side of the door. Provide a directional sign indicating the location of the nearest accessible emergency exit.	1	

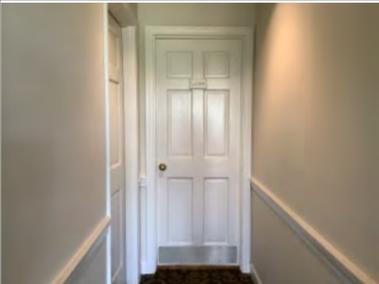
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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
Interior Access Route											
46	Bowling Alley Service Counter	1		Interior Access Route	N/A		Route < 36" wide	19.6"	Ensure that a clear width of 36" min. is maintained at the accessible route by the portion of the lower counter. Relocate the table.	1	
47	Bowling Alley, Accessible Lane	1		Interior Access Route	N/A		Route < 36" wide	18"	Ensure that a clear width of 36" min. is maintained at the accessible route alongside the seat. Remove a portion of the bench.	1	
48	Bowling Alley, Party Room	1		Interior Access Route	N/A		Route < 36" wide	23.1"	Ensure that a clear width of 36" min. is maintained at the accessible route. Relocate furniture.	1	
49	Pro Shop	1		Interior Access Route	N/A		Route < 36" wide	31"	Ensure that a clear width of 36" min. is maintained at the accessible route. Relocate merchandise to maintain a 36" min. wide route.	1	
50	Pro Shop to Computer	1		Interior Access Route	N/A		Route < 36" wide	25.9"	Ensure that a clear width of 36" min. is maintained at the accessible route. Relocate bags.	1	

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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
51	Women's Locker Room	1		Interior Access Route	N/A		Route < 36" wide	31.2"	Relocate bench to ensure that a clear width of 36" min. is maintained at the accessible route.	1	
52	Women's Locker Room	1		Interior Access Route	N/A		Route < 36" wide	28.9"	Relocate bench to ensure that a clear width of 36" min. is maintained at the accessible route.	1	
53	By Office	1		Interior Access Route	N/A		Obstructed by protruding objects	7"	Relocate defibrillator out of the circulation path.	1	
54	Egress Door 4 From Hall	1		Interior Access Route	N/A		Obstructed by protruding objects	6.6"	Relocate the fire extinguisher out of the circulation path.	1	
55	Pub Room and the Tour (Golf Simulators)	1		Interior Access Route	N/A		Obstructed by protruding objects	11"	Provide a cane-detectable barrier under the shelf.	1	

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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
56	Pub Room and the Tour (Golf Simulators)	1		Interior Access Route	N/A		Obstructed by protruding objects	-	Provide a cane-detectable barrier under the shelves.	2	
57	Route Between the First Floor and Second Floor of the East Building	1, 2		Interior Access Route	N/A		Accessible route not provided	-	If the public must travel between the first and second floors as part of the program, provide an accessible interior route. (Cost estimate for a two stop limited use limited application (LULA) elevator).	1	
Doors, Doorways, & Gates											
58	Lincoln Dining Room, Men's Toilet Room	1		Doors, Doorways, & Gates	Toilet Room		Clear width at door < 32"	27.6"	Provide signage directing users to an accessible toilet room. Locate the sign above the room designation sign.	1	
59	Lincoln Dining Room, Women's Toilet Room	1		Doors, Doorways, & Gates	Toilet Room		Clear width at door < 32"	28"	Provide signage directing users to an accessible toilet room. Locate directional sign above the room designation sign.	1	
60	Bridal Room, Single-User Toilet Room	2		Doors, Doorways, & Gates	Toilet Room		Clear width at door < 32"	22.8"	Widen the door so that there is 32" min. clear width.	1	

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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
61	Upper Function Room, Men's Toilet Room	2		Doors, Doorways, & Gates	Toilet Room		Clear width at door < 32"	29.4"	Provide signage directing users to an accessible toilet room. Locate the sign above the room designation sign.	1	
62	Upper Function Room Women's Toilet Room	2		Doors, Doorways, & Gates	Toilet Room		Clear width at door < 32"	22.8"	Provide signage directing users to an accessible toilet room.	1	
63	Upper Function Room, to East Egress Door	2		Doors, Doorways, & Gates	Emergency Egress		Clear width at door < 32" Door requires > 5 lbs. of force to open	30.2" 8 lbs.	Widen the door so that there is 32" min. clear width. Adjust closers so doors do not require more than 5 pounds of force to open.	1	
64	Bowling Alley, Men's Toilet Room	1		Doors, Doorways, & Gates	Toilet Room		Maneuvering clearance(s) not provided	-	Relocate the trash bin so that there is 18" clear min. on the latch side of the door.	1	
65	Bowling Alley, Party Room	1		Doors, Doorways, & Gates	Other		Maneuvering clearance(s) not provided	9"	Relocate the table so that there is 18" min. on the latch side of the door.	1	

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66	Office	1		Doors, Doorways, & Gates	Circulation		Maneuvering clearance(s) not provided	-	Relocate furniture so that there is 18" clear on the latch side of the door and 60" clear in front of the door. Relocate the desk, paint can and other furniture.	1	
67	Single-User Toilet Room and Women's Single-User Toilet Room by the Locker Rooms	1		Doors, Doorways, & Gates	Toilet Room		Maneuvering clearance(s) not provided	-	Relocate the trash bin so that there is 18" clear min. on the latch side of the door.	2	
68	Upper Function Room, Single-User Toilet Room	2		Doors, Doorways, & Gates	Toilet Room		Maneuvering clearance(s) not provided	3"	Provide an automatic door opener. 18" is required on the latch pull side of the door.	1	
69	Lincoln Dining Room, Single-User Toilet Room	1		Doors, Doorways, & Gates	Toilet Room		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	
70	Bridal Room	2		Doors, Doorways, & Gates	N/A		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	

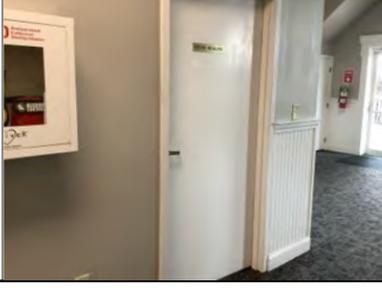
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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
Stairways											
71	Dance Floor to Upper Function Room	2		Stairways	Other		Handrail height < 34" or > 38" Handrails do not extend 12" from stairs	33" -	Alter so the handrails are 34"- 38" high above the floor. Top: Ensure handrails extend horizontally above the landing for 12" min. beginning above the first riser nosing. Bottom: Ensure handrails extend to one tread depth beyond the last riser.	1	
72	Lincoln Dining Room, Lobby Stair to Lincoln Dining Room, Main Entrance, Egress Door 2	1		Stairways	Egress		Handrail height < 34" or > 38" Handrails have non-compliant cross section Handrails do not extend 12" from stairs	39.7" - -	Locate handrails are 34"- 38" high above the floor. Top: Ensure handrails extend horizontally above the landing for 12" min. beginning above the first riser nosing. Bottom: Ensure handrails extend to one tread depth beyond the last riser. Extensions shall return to a wall, guard, or the landing surface, or shall be continuous to the handrail of an adjacent ramp run. Provide handrails with 1 1/4" - 2" circular cross sections.	1	
Platform Lift or LULA Elevator											
73	Lincoln Dining Room, Lobby Lift	1		Platform Lift or LULA Elevator	Interior		36" x 54" clear floor space not provided	34"	Providing a 36" by 54" clear floor space might be technically infeasible until the lift is replaced.	1	
Signage											
74	Bowling Alley	1		Signage	Designation		Raised characters not provided on sign Raised characters < 48" or > 60" above ground Braille not provided on sign	- - - -	Provide text with raised characters duplicated in braille on sign. Mount signs so that the baseline of the lowest tactile character is 48" min. above finished floor and the baseline of the highest tactile character is 60" max. above the finished floor. Where a tactile sign is provided at double doors with two active leaves, the sign shall be located to the right of the right hand door.	1	
75	Greenside Grille From Entry	1		Signage	Designation		Raised characters not provided on sign Raised characters < 48" or > 60" above ground Braille not provided on sign Sign not located on the latch side of the door	- - - -	Provide text with raised characters duplicated in braille on sign. Mount signs so that the baseline of the lowest tactile character is 48" min. above finished floor and the baseline of the highest tactile character is 60" max. Locate the sign at permanent rooms alongside the door on the latch side. Where a tactile sign is provided at double doors with two active leaves, the sign shall be located to the right of the right hand	1	

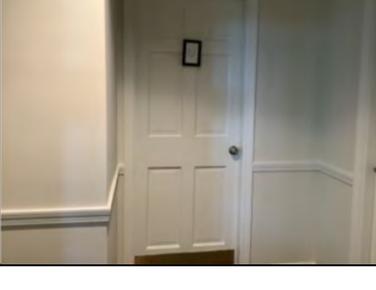
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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
76	Lincoln Dining Room, Men's Toilet Room	1		Signage	Designation		<p>Raised characters not provided on sign Raised characters < 48" or > 60" above ground Braille not provided on sign Sign not located on the latch side of the door</p>	<ul style="list-style-type: none"> - - - 	<p>Provide text with raised characters duplicated in braille on sign. Mount signs so that the baseline of the lowest tactile character is 48" min. above finished floor and the baseline of the highest tactile character is 60" max. above the finished floor. Locate the sign at permanent rooms alongside the door on the latch side.</p>	1	
77	Lincoln Dining Room, Women's Toilet Room	1		Signage	Designation		<p>Raised characters not provided on sign Raised characters < 48" or > 60" above ground Braille not provided on sign Sign not located on the latch side of the door</p>	<ul style="list-style-type: none"> - - - - 	<p>Provide text with raised characters duplicated in braille on sign. Mount signs so that the baseline of the lowest tactile character is 48" min. above finished floor and the baseline of the highest tactile character is 60" max. above the finished floor. Locate the sign at permanent rooms alongside the door on the latch side.</p>	1	
78	Women's Locker Rooms	1		Signage	Designation		<p>Raised characters not provided on sign Raised characters < 48" or > 60" above ground Braille not provided on sign Sign not located on the latch side of the door</p>	<ul style="list-style-type: none"> - - - - 	<p>Provide text with raised characters duplicated in braille on sign. Mount signs so that the baseline of the lowest tactile character is 48" min. above finished floor and the baseline of the highest tactile character is 60" max. above the finished floor. Provide braille on the sign. Locate the sign at permanent rooms alongside the door on the latch side.</p>	1	
79	Pro Shop, South Egress Door	Ext.		Signage	Designation		<p>Raised characters not provided on sign Raised characters < 48" or > 60" above ground Braille not provided on sign Sign not located on the latch side of the door</p>	<ul style="list-style-type: none"> - - - 	<p>Provide text with raised characters duplicated in braille on sign. Mount signs so that the baseline of the lowest tactile character is 48" min. above ground and the baseline of the highest tactile character is 60" max. above the ground. Locate the sign at permanent rooms alongside the door on the latch side.</p>	1	
80	Egress Door 4 From Hall	Ext.		Signage	Designation		<p>Raised characters not provided on sign Braille not provided on sign Raised characters < 48" or > 60" above ground Sign not located on the latch side of the door</p>	<ul style="list-style-type: none"> - - - - 	<p>Provide text with raised characters duplicated in braille on sign. Mount signs so that the baseline of the lowest tactile character is 48" min. above ground and the baseline of the highest tactile character is 60" max. above the ground. Locate the sign at permanent rooms alongside the door on the latch side.</p>	1	

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South Shore Country Club**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
81	Bowling Alley, Men's Toilet Room	1		Signage	Designation		<p>Raised characters not provided on sign</p> <p>Braille not provided on sign</p> <p>Sign not located on the latch side of the door</p> <p>Raised characters < 48" or > 60" above ground</p> <p>International Symbol of Acc. not provided</p>	<ul style="list-style-type: none"> - - - - - 	<p>Provide text with raised characters duplicated in braille on sign. Mount signs so that the baseline of the lowest tactile character is 48" min. above finished floor and the baseline of the highest tactile character is 60" max. above the finished floor. Locate the sign at permanent rooms alongside the door on the latch side.</p> <p>Replace the sign with a sign containing the International Symbol of Accessibility (ISA).</p>	1	
82	Bowling Alley, Women's Toilet Room	1		Signage	Designation		<p>Raised characters not provided on sign</p> <p>Braille not provided on sign</p> <p>Sign not located on the latch side of the door</p> <p>Raised characters < 48" or > 60" above ground</p> <p>International Symbol of Acc. not provided</p>	<ul style="list-style-type: none"> - - - - 	<p>Provide text with raised characters duplicated in braille on sign. Mount signs so that the baseline of the lowest tactile character is 48" min. above finished floor and the baseline of the highest tactile character is 60" max. above the finished floor. Locate the sign at permanent rooms alongside the door on the latch side.</p> <p>Replace the sign with a sign containing the International Symbol of Accessibility (ISA).</p>	1	
83	Lincoln Dining Room, Single-User Toilet Room	1		Signage	Designation		<p>Raised characters not provided on sign</p> <p>Braille not provided on sign</p> <p>Sign not located on the latch side of the door</p> <p>Raised characters < 48" or > 60" above ground</p> <p>International Symbol of Acc. not provided</p>	<ul style="list-style-type: none"> - - - - 	<p>Provide text with raised characters duplicated in braille on sign. Mount signs so that the baseline of the lowest tactile character is 48" min. above finished floor and the baseline of the highest tactile character is 60" max. above the finished floor. Locate the sign at permanent rooms alongside the door on the latch side.</p> <p>Replace the sign with a sign containing the International Symbol of Accessibility (ISA).</p>	1	
84	Men's Locker Room	1		Signage	Designation		<p>Raised characters not provided on sign</p> <p>Braille not provided on sign</p> <p>Sign not located on the latch side of the door</p> <p>Raised characters < 48" or > 60" above ground</p>	<ul style="list-style-type: none"> - - - 	<p>Provide text with raised characters duplicated in braille on sign.</p> <p>Mount signs so that the baseline of the lowest tactile character is 48" min. above finished floor and the baseline of the highest tactile character is 60" max. above the finished floor.</p> <p>Locate the sign at permanent rooms alongside the door on the latch side.</p>	1	
85	Office	1		Signage	Designation		<p>Raised characters not provided on sign</p> <p>Braille not provided on sign</p> <p>Sign not located on the latch side of the door</p> <p>Raised characters < 48" or > 60" above ground</p>	<ul style="list-style-type: none"> - - - 	<p>Provide text with raised characters duplicated in braille on sign.</p> <p>Mount signs so that the baseline of the lowest tactile character is 48" min. above finished floor and the baseline of the highest tactile character is 60" max. above the finished floor.</p> <p>Locate the sign at permanent rooms alongside the door on the latch side.</p>	1	

**Town of Hingham
South Shore Country Club**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
86	Pub Room and the Tour (Golf Simulators)	1		Signage	Designation		<ul style="list-style-type: none"> Raised characters not provided on sign Braille not provided on sign Sign not located on the latch side of the door Raised characters < 48" or > 60" above ground 	<ul style="list-style-type: none"> - - - 	<ul style="list-style-type: none"> Provide text with raised characters duplicated in braille on sign. Mount signs so that the baseline of the lowest tactile character is 48" min. above finished floor and the baseline of the highest tactile character is 60" max. above the finished floor. Locate the sign at permanent rooms alongside the door on the latch side. 	1	
87	Pub Room and the Tour (Golf Simulators)	1		Signage	Designation		<ul style="list-style-type: none"> Raised characters not provided on sign Braille not provided on sign Sign not located on the latch side of the door Raised characters < 48" or > 60" above ground 	<ul style="list-style-type: none"> - - - 	<ul style="list-style-type: none"> Provide text with raised characters duplicated in braille on sign. Mount signs so that the baseline of the lowest tactile character is 48" min. above finished floor and the baseline of the highest tactile character is 60" max. above the finished floor. Locate the sign at permanent rooms alongside the door on the latch side. 	1	
88	Women's Single-User Toilet Room by the Women's Locker Room	1		Signage	Designation		<ul style="list-style-type: none"> Raised characters not provided on sign Braille not provided on sign Sign not located on the latch side of the door 	<ul style="list-style-type: none"> - - 	<ul style="list-style-type: none"> The sign over the door states "Women", however the designation sign alongside the door just states the word "Accessible" with the corresponding braille. The designation sign must also state "Women" to match the overhead sign. This text must be duplicated in braille on sign and provided alongside the door on the latch side. 	1	
89	Upper Function Room Entrance With Visual "Reception" Sign	2		Signage	Designation		<ul style="list-style-type: none"> Raised characters not provided on sign Braille not provided on sign Sign not located on the latch side of the door 	<ul style="list-style-type: none"> - - - 	<ul style="list-style-type: none"> Any door where a sign denoting a permanent space with visual characters is provided, a tactile sign with raised characters and braille should be provided. Provide text with raised characters duplicated in braille on sign. Locate the sign at permanent rooms alongside the door on the latch side. Where a tactile sign is provided at double doors with two active leaves, the sign shall be located to the right of the right hand 	1	
90	Upper Function Room Women's Toilet Room	2		Signage	Designation		<ul style="list-style-type: none"> Raised characters not provided on sign Braille not provided on sign Sign not located on the latch side of the door Raised characters < 48" or > 60" above ground 	<ul style="list-style-type: none"> - - - - 	<ul style="list-style-type: none"> Provide text with raised characters duplicated in braille on sign. Mount signs so that the baseline of the lowest tactile character is 48" min. above finished floor and the baseline of the highest tactile character is 60" max. above the finished floor. Locate the sign at permanent rooms alongside the door on the latch side. 	1	

**Town of Hingham
South Shore Country Club**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
91	Upper Function Room, Men's Toilet Room	2		Signage	Designation		<ul style="list-style-type: none"> Raised characters not provided on sign Braille not provided on sign Sign not located on the latch side of the door Raised characters < 48" or > 60" above ground 	<ul style="list-style-type: none"> - - - 	<ul style="list-style-type: none"> Provide text with raised characters duplicated in braille on sign. Mount signs so that the baseline of the lowest tactile character is 48" min. above finished floor and the baseline of the highest tactile character is 60" max. above the finished floor. Locate the sign at permanent rooms alongside the door on the latch side. 	1	
92	Upper Function Room, Single-User Toilet Room	2		Signage	Designation		<ul style="list-style-type: none"> Raised characters not provided on sign Braille not provided on sign Sign not located on the latch side of the door Raised characters < 48" or > 60" above ground 	<ul style="list-style-type: none"> - - - 	<ul style="list-style-type: none"> Provide text with raised characters duplicated in braille on sign. Mount signs so that the baseline of the lowest tactile character is 48" min. above finished floor and the baseline of the highest tactile character is 60" max. above the finished floor. Locate the sign at permanent rooms alongside the door on the latch side. 	1	
93	Bowling Alley, Entrance Door 5	Ext.		Signage	Designation		<ul style="list-style-type: none"> Raised characters not provided on sign Braille not provided on sign Sign not located on the latch side of the door Raised characters < 48" or > 60" above ground 	<ul style="list-style-type: none"> - - - 	<ul style="list-style-type: none"> Provide text with raised characters duplicated in braille on sign. Mount signs so that the baseline of the lowest tactile character is 48" min. above finished floor and the baseline of the highest tactile character is 60" max. above the finished floor. Locate the sign at permanent rooms alongside the door on the latch side. 	1	
94	Lincoln Dining Room, Main Entrance, Egress Door 2	Ext.		Signage	Designation		<ul style="list-style-type: none"> Raised characters not provided on sign Braille not provided on sign Sign not located on the latch side of the door Raised characters < 48" or > 60" above ground 	<ul style="list-style-type: none"> - - - 	<ul style="list-style-type: none"> Provide text with raised characters duplicated in braille on sign. Mount signs so that the baseline of the lowest tactile character is 48" min. above finished floor and the baseline of the highest tactile character is 60" max. Locate the sign at permanent rooms alongside the door on the latch side. Where a tactile sign is provided at double doors with two active leaves, the sign shall be located to the right of the right hand 	1	
95	Main Entrance From Alley	Ext.		Signage	Designation		<ul style="list-style-type: none"> Raised characters not provided on sign Braille not provided on sign Sign not located on the latch side of the door Raised characters < 48" or > 60" above ground 	<ul style="list-style-type: none"> - - - 	<ul style="list-style-type: none"> Provide text with raised characters duplicated in braille on sign. Mount signs so that the baseline of the lowest tactile character is 48" min. above ground and the baseline of the highest tactile character is 60" max. Locate the sign at permanent rooms alongside the door on the latch side. Where a tactile sign is provided at double doors with two active leaves, the sign shall be located to the right of the right hand 	1	

**Town of Hingham
South Shore Country Club**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
96	Bridal Room, Single-User Toilet Room	2		Signage	Designation		International Symbol of Acc. not provided	-	After this room is brought into full compliance, provide a sign with a sign containing the International Symbol of Accessibility (ISA). Locate the side on the latch side of the door.	1	
Service Counter											
97	Greenside Grille, Hostess	1		Service Counter	N/A		Counter > 36" high	43.5"	Provide a counter that is 36" max. above the finished floor. Note: If the town is leasing or contracting with the restaurant for the convenience of the club's users, the Town must ensure that the restaurant is operated in a manner that enables the Town to meet its Title II obligations, even though the restaurant is not directly subject to Title II.	1	
98	Pro Shop	1		Service Counter	N/A		Counter > 36" high	39.6"	Provide a counter that is 36" max. above the finished floor.	1	
Operable Parts											
99	Events Tent Entrance	Ext.		Operable Parts	Other		Clear floor space is not provided	-	Relocate the planter to provide clear floor space at the hand sanitizer.	1	
100	Club Room	1		Operable Parts	Clothes Rod/Hooks		Reach < 15" or > 48"(forward/side approach)	63.3"	Provide a clothes rod that is no higher than 48" high.	1	

**Town of Hingham
South Shore Country Club**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
101	Lincoln Dining Room, Lobby	1		Operable Parts	Clothes Rod/Hooks		Reach < 15" or > 48"(forward/side approach)	63.3"	Provide compliant clothes racks that are located no higher than 48" above the finished floor.	2	
102	Men's Locker Room, Showers	1		Operable Parts	Clothes Rod/Hooks		Reach < 15" or > 48"(forward/side approach)	53.7"	Relocate at least one hook so that controls are between 15"- 48" above the finished floor.	1	
103	Pub Room and the Tour (Golf Simulators) to Northwest Egress Door	1		Operable Parts	Clothes Rod/Hooks		Reach < 15" or > 48"(forward/side approach)	69"	Relocate five (5) percent of hooks to be no higher than 48" above the finished floor.	1	
104	Pub Room and the Tour (Golf Simulators), Boxes for Paying Dues	1		Operable Parts	Other		Reach < 15" or > 48"(forward/side approach)	60"	Ensure that controls for boxes where members and the public pay their dues is located no higher than 48" above the finished floor.	1	
105	Bridal Room to Main Ballroom	2		Operable Parts	Clothes Rod/Hooks		Reach < 15" or > 48"(forward/side approach)	74.6"	Relocate hook no higher than 48" above the finished floor.	1	

**Town of Hingham
South Shore Country Club**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
106	Flag Donation by Bowling Alley	1		Operable Parts	Equipment		Not operable with a closed fist	-	Provide hardware at the ballot voting drop-off box that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist.	1	
Dining or Work Surfaces											
107	Pro Shop Computer	1		Dining or Work Surfaces	Work Surface		Knee or toe clearance not provided Top of dining/work surface < 28" or > 34"	25.8 26.8"	Provide at least one work surface with tops between 28"- 34" above the floor and 27" clear height underneath.	1	
108	Pub Room and the Tour (Golf Simulators), Simulator C	1		Dining or Work Surfaces	Work Surface		Knee or toe clearance not provided Top of dining/work surface < 28" or > 34"	- 37"	Provide at least one work surface with tops between 28"- 34" above the floor and 27" clear height underneath.	1	
Locker Room											
109	Women's Locker Room	1		Locker Room	Women's		Back support not provided at bench	-	Provide at least one bench with back support or that is affixed to a wall with clear floor space alongside the bench so that wheelchair users can transfer.	1	
110	Men's Locker Room	1		Locker Room	Men's		Back support not provided at bench Bench < 24" deep	- -	Provide at least one bench with back support or that is affixed to a wall with clear floor space alongside the bench so that wheelchair users can transfer. Provide a bench that is 24" deep.	1	

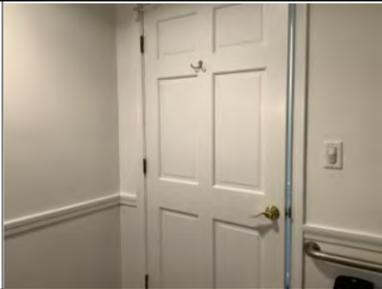
**Town of Hingham
South Shore Country Club**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
Exterior Benches											
111	Greenside Grille, Egress Door 3 to Practice Facility	Ext.		Exterior Benches	N/A		No accessible route to one bench in area	26.3%	Relocate one bench in this area to an accessible route.	1	
Toilet & Bathing Rooms											
Overall Access											
112	Bridal Room, Single-User Toilet Room	2		Overall Access	Toilet Room		Turning space not provided Accessible plumbing fixtures or stalls not provided	- -	This is a unique program. Renovate toilet room to provide turning space and an accessible single-user toilet room.	1	
Lavatory											
113	Single-User Toilet Room by the Men's Locker Room	1		Lavatory	N/A		Clear floor space not provided at lavatory Dispensers not within reach range	- 64.2", 55"	Provide a 30" min. by 48" min. clear floor space positioned for a forward approach at the lavatory by relocating the trash bin. Lower the paper towel and soap dispensers to 48" max. above the finished floor.	1	
114	Women's Single-User Toilet Room by the Women's Locker Room	1		Lavatory	N/A		Clear floor space not provided at lavatory Dispensers not within reach range	- 56", 65"	Provide a 30" min. by 48" min. clear floor space positioned for a forward approach at the lavatory by relocating the trash bin. Lower paper towel and soap dispensers to 48" max. above the finished floor.	1	
115	Bowling Alley, Men's Toilet Room	1		Lavatory	N/A		Toe or knee clearances not provided	-	Provide at least one lavatory with knee and toe clearance positioned for a forward approach.	1	

**Town of Hingham
South Shore Country Club**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
116	Bowling Alley, Women's Toilet Room	1		Lavatory	N/A		Toe or knee clearances not provided	-	Provide at least one lavatory with knee and toe clearance positioned for a forward approach.	1	
117	Lincoln Dining Room, Single-User Toilet Room	1		Lavatory	N/A		Toe or knee clearances not provided Plumbing underneath is exposed	25.9" -	Provide at least one lavatory with knee and toe clearance positioned for a forward approach. Insulate or otherwise configure pipes to prevent contact for at least one lavatory.	1	
118	Men's Locker Room, Toilet Room	1		Lavatory	N/A		Plumbing underneath is exposed Dispensers not within reach range	- 55.4"	Insulate or otherwise configure pipes to prevent contact for at least one lavatory. Lower soap dispenser to 48" max. above the finished floor.	1	
Single-User Toilet											
119	Single-User Toilet Room by the Men's Locker Room	1		Single-User Toilet	N/A		Flush control not on open side Centerline < 16" or > 18"	- 21.5"	Relocate the flush control to the open side. Relocate toilet so that the centerline is 18" from the side wall.	1	
120	Lincoln Dining Room, Single-User Toilet Room	1		Single-User Toilet	N/A		Flush control not on open side Side or rear grab bar < 33" or > 36" high Hand dryer is located above the grab bar	- 30.4" -	Relocate the flush control to the open side. Mount the side grab bar 33"- 36" above the finished floor. Relocate the hand dryer so that it is not located over the grab bar. 521 CMR does not allow any dispensers to be located over the grab bars.	1	

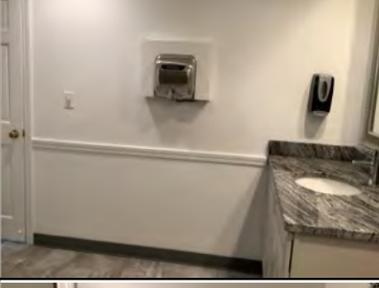
**Town of Hingham
South Shore Country Club**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
121	Lincoln Dining Room, Single-User Toilet Room	1		Single-User Toilet	N/A		Hook located > 48" high (2010 ADA)	64.7"	Locate the coat hook no higher than 48" above the finished floor.	1	
122	Upper Function Room, Single-User Toilet Room	2		Single-User Toilet	N/A		Hook located > 48" high (2010 ADA)	65.9"	Locate the coat hook no higher than 48" above the finished floor.	1	
Toilet Compartment											
123	Bowling Alley, Women's Toilet Room	1		Toilet Compartment	Accessible Compartment		Side or rear grab bar < 33" or >36" high Non-compliant toilet paper dispenser	31.7" -	Locate the side wall grab bar between 33"- 36" above the finished floor. Relocate toilet paper so that it is 24" min high, located under the grab bar, and between 7" and 9" from the front of the toilet.	1	
124	Bowling Alley, Men's Toilet Room	1		Toilet Compartment	Accessible Compartment		Side or rear grab bar < 33" or >36" high Non-compliant toilet paper dispenser	31.3" -	Relocate the side grab bar between 33"- 36" above the finished floor. Relocate toilet paper so that it is 24" min high, located under the grab bar, and between 7" and 9" from the front of the toilet.	1	
125	Women's Locker Room Toilet Room	1		Toilet Compartment	Accessible Compartment		Flush control not on open side Centerline < or > 18" (MAAB)	- 20"	Provide the flush control on the open side of the toilet (transfer side). Relocate toilet so the centerline is 18" from the side wall.	1	

**Town of Hingham
South Shore Country Club**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
126	Women's Locker Room Toilet Room	1		Toilet Compartment	Accessible Compartment		Coat hook > 48" (2010 ADA)	54.7"	Locate the coat hook no higher than 48" above the finished floor.	1	
127	Bowling Alley, Women's Toilet Room	1		Toilet Compartment	Accessible Compartment		Coat hook > 48" (2010 ADA) Door pull not provided	65.7" -	Locate the coat hook no higher than 48" above the finished floor. Provide a door pull on each side of the door between 34" to 48" above the finished floor that does not require tight grasping, pinching or twisting of the wrist.	1	
128	Bowling Alley, Men's Toilet Room	1		Toilet Compartment	Accessible Compartment		Door pull not provided	-	Provide a door pull on each side of the door between 34" to 48" above the finished floor that does not require tight grasping, pinching or twisting of the wrist.	1	
129	Men's Locker Room, Toilet Room	1		Toilet Compartment	Accessible Compartment		Door pull not provided	-	Provide a door pull on each side of the door between 34" to 48" above the finished floor that does not require tight grasping, pinching or twisting of the wrist.	1	
Urinal											
130	Men's Locker Room, Toilet Room	1		Urinal	N/A		Rim > 17" high	20.3"	Provide at least one urinal with the rim no higher than 17" above the finished floor.	1	

**Town of Hingham
South Shore Country Club**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
Dispensers											
131	Women's Locker Room Toilet Room	1		Dispensers	Soap Dispenser		Controls > 48" high	54"	Relocate the soap dispenser so the operable part is 48" max. above the finished floor.	1	
132	Bowling Alley, Women's Toilet Room	1		Dispensers	Paper Towel Dispenser		Controls > 48" high Dispenser acts as a protruding object	58.6" 8.3"	Relocate the paper towel dispenser so the operable part is 48" max. above the finished floor. Relocate dispenser out of the circulation path.	1	
133	Lincoln Dining Room, Women's Toilet Room	1		Dispensers	Hand Dryer		Controls > 48" high Dispenser acts as a protruding object	50.3" 5"	Relocate the hand dryer so the operable part is 48" max. above the finished floor. Relocate hand dryer out of the circulation path.	1	
134	Upper Function Room, Single-User Toilet Room	2		Dispensers	Paper Towel Dispenser		Dispenser acts as a protruding object	5"	Relocate dispenser out of the circulation path. Ensure that the paper towel dispenser is not located over the grab bar.	1	
Shower Compartment											
135	Women's Locker Room Showers	1		Shower Compartment	Transfer Type		Size of shower compartment not compliant Seat not provided (transfer compartment) Control height < 38" or > 48" Slope in shower > 1:50 (2.00%)	- - 63.2" 10.7%	Provide a transfer shower that is 36" by 36". Provide a padded folding seat. Relocate controls at 48" max. above the finished floor. Ensure that the slope in the accessible shower does not exceed 1:50 (2.00%)	1	

**Town of Hingham
South Shore Country Club**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
136	Men's Locker Room, Showers	1		Shower Compartment	Roll-In Type		<ul style="list-style-type: none"> Controls not adjacent to seat (roll-in type) Seat is not between 17"- 19" high Seat is not padded (MAAB) Control height < 38" or > 48" Controls on the wrong wall (MAAB) 	<ul style="list-style-type: none"> - 15.6" - 72.4" - 	Provide a compliant roll-in shower. Relocate controls above the grab bars no higher than 48" above the finished floor. Also based on a roll-in shower in the MAAB 521 CMR, the controls must be located in the center of the long wall. Remove the existing seat. Mount the seat on the back wall between 17"- 19" above the finished floor. Provide a padded shower seat.	1	
Best Practice											
137	Club Room	1						-	Recommend providing signage with raised characters and braille on the latch side of the door to all permanent rooms that lack designation signage.	1	
138	Greenside Grille, Egress Door 3 to Practice Facility	Ext.							Recommend providing a 36" min. by 48" min. stable, firm and slip-resistant surface adjacent to at least one bench in this area in a manner that is substantially similar to what is shown in Figure 1 in the narrative report.	1	

Transfer Station



Town of Hingham ADA Transition Plan

October 2023



Institute for Human Centered Design

560 Harrison Avenue, Unit 401 Boston MA 02118
www.IHCDesign.org • info@IHCDesign.org
617-695-1225 voice/ tty

Background

The Transfer Station is located at 1 Sam Ryder Road and is open to the public between Thursdays and Sundays between 7:00 am and 4:00 pm.

On the northwest side of the site there is a main office, an area for disposing of automotive fluids and batteries, and recycling containers for cardboards and plastic. Just south of this area there is an area to discard fluorescent bulbs, mercury and medical waste, and disposal bins for cans, glass and paper. West of these areas there is a scale for weighing vehicles that arrive with a load of recycling, and disposal areas for latex and paint, electronics, propane tanks, air conditioners, scrap metal and appliances. The south most point of this site contains a swap shop area that was closed during the day of survey and was not assessed.

On the southeast side of the site there are donation bins for textiles, clothes and shoes. On the far east side there is an area for people to drop off yard waste. On the northeast side there are four (4) compactors for household waste as well as a bulk waste area.

Parking is provided in one lot on the west side with one (1) accessible parking space provided by the main office and one (1) accessible parking space by the cans, glass, and paper recycling bins. This second accessible space is near a ramp that provides an accessible route to the recycling bins. There is also a parking area by the recycling bins for textiles, clothes, and shoes that contains one (1) accessible parking space. A portable toilet that can be used by the public is provided in the household waste area.

Key Accessibility Issues

Exterior Routes

Accessibility issues include a route that is damaged by the crosswalk that connects to the large electronics, televisions and computer disposal area.

Parking Lots

Accessibility issues include obstruction of the access aisle in the accessible parking space by the main office, as well as a running or cross slope at the accessible parking space that is greater than allowed. In this same lot by the cans, glass and paper disposal bins, the accessible parking space lacks signage and the access aisle is narrower than allowed. In the parking lot by clothing, textiles and shoe donations, the access aisle is too narrow to be a van accessible parking space, signage is not provided and there is lack of a sign with the designation "Van Accessible".

Exterior Ramp

The ramp to the office has an excessive cross slope at its base and lacks edge protection on both sides.

Portable Toilet

Accessibility issues include lack of a portable toilet that is on an accessible route and lack of an accessible portable toilet.

Additional Accessibility Issues

- Lack of a designation sign with raised characters and braille at the main office.
- Book recycling bins that have controls higher than 48" above the ground.

Best Practice and Inclusive Design

Best practice and inclusive design recommendations include elements that are not required in the standards but may create enhanced experiences for all users.

- Recommend locating all informational signs no lower than 40" above the ground.

**Town of Hingham
Transfer Station**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
Approach and Entrance											
Exterior Access Route											
1	Large Electronics, Televisions and Computer Disposal Area			Exterior Access Route	Exterior		Surface is not stable, firm, and slip-resistant Route not maintained in operable working condition	- -	Repair the surface where the concrete is broken up at the transfer to asphalt. Ensure that the accessible route is maintained in operable working condition.	1	
Off-Street Parking Lot or Garage											
2	Parking Near Office and Recycling Area			Off-Street Parking Lot or Garage	Visitor		Total # of parking Total # of designated accessible parking spaces Running or cross slope at space > 1:50 (2.00%) Access aisle < 96" wide at van space	10 1 4.9% -	Reduce running and cross slope to be no steeper than 1:50 (2.00%). Provide a marked access aisle that is at least 96" wide. Ensure that bins, signs and other items are not stored in the access aisle.	1	
3	By Clothing, Textiles, and Shoe Donations			Off-Street Parking Lot or Garage	Visitor		Total # of parking Total # of designated van accessible spaces Access aisle < 96" wide at van space Sign not provided Sign does not have the designation "Van Accessible"	10 1 - - -	Provide one (1) van accessible spaces. Because the van accessible parking space is 108" wide, provide a marked access aisle that is at least 96" wide. Provide a sign with the bottom of the sign 60" min. above the ground and the top 96" max. above the ground. Add the designation "Van Accessible" to the sign located at the van accessible space.	1	
4	Parking Lot by Accessible Route to Cans, Glass, and Paper Disposal Bins South of Office			Off-Street Parking Lot or Garage	Visitor		Sign not provided Access aisle < 60" wide at car/van space	- -	Provide a sign with the bottom of the sign 60" min. above the ground and the top 96" max. above the ground. Current access aisle narrows to a point. Provide a marked access aisle that is at least 60" wide.	1	
Access to Goods and Services											

**Town of Hingham
Transfer Station**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
Ramps											
5	Landing at Ramp to Office			Ramps	Exterior		Landing has a slope > 1:50 (2.00%) (MAAB) Edge protection < 4" high	6% -	Alter so that the slope in all directions is no greater than 1:50 (2.00%) at the base of the ramp. Provide edge protection on each side of the ramp that prevents the passage of a 4" diameter sphere, where any portion of the sphere is within 4" of the finished floor or ground surface.	1	
Signage											
6	Office			Signage	Designation		Raised characters not provided Braille not provided Sign not located on the latch side of the door	- - -	Provide text with raised characters duplicated in braille. Locate signs at permanent rooms alongside the door on the latch side.	1	
Operable Parts											
7	Book Recycling Bins			Operable Parts			Reach < 15" or > 48"(forward/side approach)	56"	Ensure that controls are between 15"- 48" above the ground.	1	
Toilet & Bathing Rooms											
Portable Toilet											
8	Household Trash Area			Portable Toilet	N/A		Not located on an accessible route Accessible portable toilets not provided	5" -	Locate portable toilet on an accessible route. Ensure that at least 5% of portable toilets (with a minimum of one) are accessible.	1	
Best Practice											

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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Notes
9	Recycling Area								Recommend locating all informational signs no lower than 40" above the ground.	1	