

ADA Survey and Transition Plan

Approved by: Rodney Dickerson, Town Manager
Approved: January 09, 2020
Next Review: December 2020

ADA Survey and Transition Plan

Table of Contents

ADA Transition Plan

ADA Policy

Facilities and Programs

ADA Notice

Grievance Procedure

Appendix A - ADA Survey and Transition Plan 2015

Appendix B - Facility Survey/Self-Evaluation 1992

Appendix C – ADA Accommodation Request Form

Appendix D – 2020 Schedule for Rewrite and Self-evaluation

ADA Survey and Transition Plan

TOWN OF GARNER ADA POLICY

The Americans with Disabilities Act (ADA) prohibits discrimination and ensures equal opportunity for persons with disabilities in employment, State and local government services, public accommodations, commercial facilities, and transportation. Persons who feel they have not received equal opportunity for access to Town of Garner services may file a complaint with the ADA Coordinator.

The ADA prohibits discrimination in all employment practices. For information on the Town of Garner's policy pertaining to ADA and employment practices, please refer to the Town of Garner Personnel Policies Manual. Employees or applicants who feel they have not received equal opportunity in Town of Garner employment practices may file a complaint with the Human Resources Director.

TOWN OF GARNER FACILITIES AND PROGRAMS

The Town of Garner does not discriminate on the basis of disability in admission to, access to, or operation of its programs, services, or activities. Program applicants, participants, members of the general public, employees, and job applicants will not be discriminated against on the basis of disability in their participation in Town programs, activities and services. All Town boards, committees, and departments that run programs or activities or that provide services to the public are required to ensure compliance with ADA. Compliance may require the Town to provide a reasonable accommodation to the individual, unless it would impose an undue hardship on the Town.

TOWN OF GARNER ADA NOTICE

This notice is provided by Title II of the Americans with Disabilities Act of 1990 and Human Resources Director Amendments.

Questions, concerns, complaints, or requests for additional information regarding the ADA may be forwarded to the Town of Garner designated ADA Compliance Coordinator.

Title: Inspections and Permits Director
Office Address: 900 7th Ave., Garner, NC 27529
Email: theasley@garnernc.gov
Days/Hours Available: Monday-Friday, 8 a.m.-5 p.m.

Individuals who need auxiliary aids for effective communication in programs and services of the Town of Garner are invited to make their needs and preferences known to the ADA

ADA Survey and Transition Plan

Compliance Coordinator in the case of programs and facilities or the Human Resources Director in the case of employment practices.

This notice is available upon request in large print, on audio tape, and in Braille, from the ADA Compliance Coordinator.

Date: 1/9/2020

Rodney Dickerson

Rodney Dickerson, Town Manager

Tony E. Beasley

Tony Beasley, Inspections Director

ADA Compliance Coordinator

ADA Survey and Transition Plan

FACILITIES ACCESSIBILITY SURVEY AND TRANSITION PLAN

The Town of Garner's original American's with Disabilities Act (ADA) Self-Evaluation and Transition Plan was completed in 1992. The plan identified and prioritized modifications that were needed in order to remove barriers to accessibility. The Town's ADA Coordinator at the time inspected each town-owned facility for compliance during 1992 and crafted a plan to address modifications by the January 26, 1995, barrier-free deadline. A copy of the plan is attached in Appendix B.

I. The plan addressed Town owned facilities at the time:

1. Town Hall Complex
 - a. Community Services
 - b. Executive/Finance
 - c. Parks and Recreation Administration
2. Police
 - a. Administration
 - b. Police Annex
3. Public Works Complex
 - a. Administration
 - b. Warehouse
 - c. Vehicle Maintenance
4. Parks and Recreation
 - a. Garner Senior Center
 - b. South Garner Park
 - c. Cloverdale Park
 - d. Creech Road Tennis Courts
 - e. Lake Benson Park
 - f. Greenbrier Park
 - g. Rand Mill Road Park
 - h. Garner Recreation Park

II. Facilities added since the 1992 Self-Evaluation and through the 2015 update are ADA compliant and were evaluated prior to occupancy per the NC Accessibility Code:

1. Police East District Office
2. Garner Performing Arts Center
3. Centennial Park
4. White Deer Park
5. Nature Center
6. Veterans Memorial

ADA Survey and Transition Plan

III. Facilities removed since the 1992 Self-Evaluation are:

1. Town Hall Complex
 - a. Community Services
 - b. Executive/Finance
 - c. Parks and Recreation Administration
2. Police
 - a. Administration
 - b. Annex

IV. Facilities Added since the 2016 Update (New Facilities inspected to compliance with the NC State Building Code and ICC A117.1-2009 for accessibility):

1. Garner Police Station (2016)
2. Garner Town Hall (2017)
3. Garner Recreational Park Picnic Shelter (2018)
4. Garner Indoor Recreation Center (2020)

V. Town of Garner has used and continues to use the US Department of Justice “Americans with Disabilities Act, ADA Guide for Small Towns” as a resource for upgrading facilities.

VI. Compliance Guidelines:

The Town of Garner incorporates ADA upgrades and accessibility improvements in both the Town’s Annual Resurfacing Program and its Capital Improvement Program when completing street and sidewalk improvement projects.

When the Town constructs new improvements or conducts major rehabilitation along a street, Town staff also analyzes existing sidewalk to determine whether the corridor meets current ADA requirements and properly adhere to the latest Public Rights of Way Accessibility Guidelines (PROWAG).

- a. Some recent examples of sidewalk improvements were the curb ramp upgrades along the Garner Station Blvd and Forest Drive corridors in 2019 as part of the annual resurfacing project.
- b. Several 2019 Capital Improvement Projects included new sidewalks and curb ramps, such as the Spring Drive Sidewalk Project, the new Garner Recreation Center Complex, and parking lot and site upgrades around the Garner Performing Arts Center.

Example of responsiveness to ADA complaints:

1. Installed handicap parking spaces at newly acquired Veterans Memorial in 2016.

The Veterans Memorial was built at Lake Benson Park, a town-owned property. The Veterans Memorial Committee, a non-profit organization, was responsible for fund raising to build the memorial and for maintenance. Ownership and maintenance were transferred to the Town of Garner in 2015. The existing handicap parking spaces in the park are too far for patrons of the Memorial to take the park trails.

ADA Survey and Transition Plan

2. Installed handicap parking spaces at North Garner Dog Park in 2016.

The dog park was added to an existing park in 2015. After opening, complaints about existing parking spaces in Garner Recreational Park being too far away from dog park entrance made it hard to transport dogs from the spaces to the park.



ADA Survey and Transition Plan

TOWN OF GARNER ADA GRIEVANCE PROCEDURE

This Grievance Procedure is established to meet the requirements of the Americans with Disabilities Act. It may be used by anyone who wishes to file a complaint alleging discrimination in the provision of services, activities, programs or benefits by the Town of Garner. The complaint should be in writing and contain information about the alleged discrimination such as name, address, phone number of complainant and location, date and description of the problem. Alternative means of filing complaints, such as personal interviews or a tape recording of the complaint will be made available for persons with disabilities upon request. Complaints pertaining to employment and hiring practices and related grievance procedures are addressed in the Personnel Policy and should be made to:

Director of Human Services-Town Hall
900 7th Ave.
Garner, NC 27529
Phone: 919-773-4456, Fax: 919-662-8874

Complaints not associated with employment and hiring practices should be submitted to the ADA Coordinator. These complaints may involve facility and program access. The complaint should be submitted by the grievant and/or his designee as soon as possible but no later than 60 calendar days after the alleged violation to ADA Coordinator:

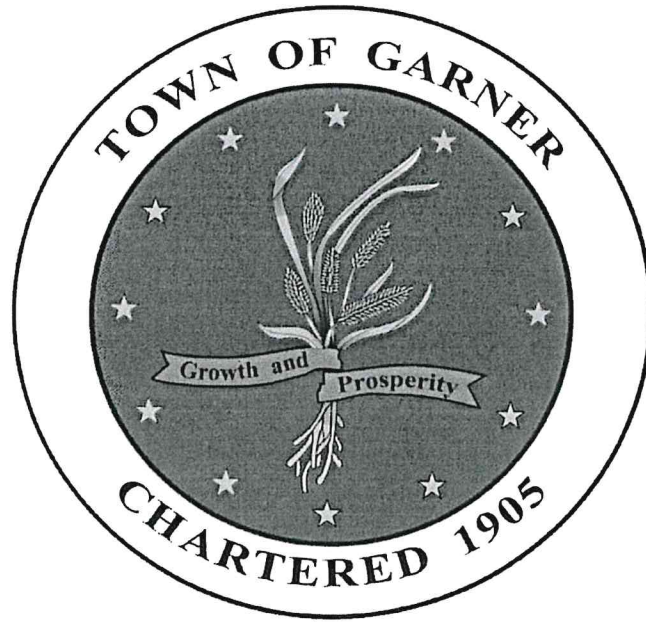
Inspections and Permits Director
900 7th Ave.
Garner, NC 27529
Email: tbeasley@garnernc.gov
Days/Hours Available: Monday-Friday, 8 a.m.-5 p.m.

Within 15 calendar days after receipt of the complaint, ADA Coordinator will meet with the complainant to discuss the complaint and possible resolutions. Within 15 calendar days after the meeting, the ADA Coordinator will respond in writing, and where appropriate, in a format accessible to the complainant, such as large print, Braille or audiotape. The response will explain the position of the Town of Garner and after options for substantive resolution of the complaint.

If the response by the ADA Coordinator does not satisfactorily resolve the issue, the complaint and/or his/her designee may appeal the decision of the ADA Coordinator within 15 calendar days after receipt of the response to the Assistant Town Manager of Operations.

Within 15 calendar days after receipt of the appeal, the Assistant Town Manager of Operations will meet the complainant to discuss the complaint and possible resolutions. Within 15 calendar days after the meeting the Assistant Town Manager will respond in writing and where appropriate, in a format accessible to the complainant with a final resolution.

All written complaints received by the ADA Coordinator, appeals to the Assistant Town Manager of Operations, and responses from the ADA coordinator and Assistant Town Manager of Operations will be kept on file by the Town of Garner for at least three years.



ADA Survey and Transition Plan

Approved by: Rodney Dickerson, Assistant Town Manager

Approved: April 8, 2015

Next Review: April 2016

ADA Survey and Transition Plan

Table of Contents

ADA Transition Plan

ADA Policy

Facilities and Programs

ADA Notice

Grievance Procedure

Exhibit 1- Diagram of ADA Sidewalk Upgrades

Appendix A- Facility Survey/Self-Evaluation

TOWN OF GARNER ADA POLICY

The Americans with Disabilities Act (ADA) prohibits discrimination and ensures equal opportunity for persons with disabilities in employment, State and local government services, public accommodations, commercial facilities, and transportation. Persons who feel they have not received equal opportunity for access to Town of Garner services may file a complaint with the ADA Coordinator.

The ADA prohibits discrimination in all employment practices. For information on the Town of Garner's policy pertaining to ADA and employment practices refer to the Town of Garner Personnel Policies Manual. Employees or applicants who feel they have not received equal opportunity in Town of Garner employment practices may file a complaint with the Human Resources Director.

TOWN OF GARNER FACILITIES AND PROGRAMS

The Town of Garner does not discriminate on the basis of disability in admission to, access to, or operation of its programs, services, or activities. Program applicants, participants, members of the general public, employees, and job applicants will not be discriminated against on the basis of disability in their participation in Town programs, activities and services. All Town boards, committees, and departments that run programs or activities or that provide services to the public are required to ensure compliance with ADA. Compliance may require the Town to provide a reasonable accommodation to the individual, unless it would impose an undue hardship on the Town.

TOWN OF GARNER ADA NOTICE

This notice is provided by Title II of the Americans with Disabilities Act of 1990 and Human Resources Director Amendments.

Questions, concerns, complaints, or requests for additional information regarding the ADA may be forwarded to the Town of Garner designated ADA Compliance Coordinator.

Title: Inspections and Permits Director

Office Address: 900 7th Avenue, Garner, NC 27529

Email Address: tbeasley@garnernc.gov

Days/Hours Available: Monday – Friday 8 am – 5 pm.

Individuals who need auxiliary aids for effective communication in programs and services of the Town of Garner are invited to make their needs and preferences known to the ADA

Compliance Coordinator in the case of programs and facilities or the Human Resources Director in the case of employment practices.

This notice is available upon request in large print, on audio tape, and in Braille, from the ADA Compliance Coordinator.

4/1/15
Date

Rodney Dickerson
Assistant Town Manager, Operations

Risk Manager

FACILITIES ACCESSIBILITY SURVEY AND TRANSITION PLAN

The Town of Garner's original American's with Disabilities Act (ADA) Self-Evaluation and Transition Plan was completed in 1992. The plan identified and prioritized modifications that were needed in order to remove barriers to accessibility. The Town's ADA Coordinator at the time inspected each town-owned facility for compliance during 1992 and crafted a plan to address modifications by the January 26, 1995 barrier-free deadline. A copy of the plan is attached in Appendix A.

I. The plan addressed Town-owned facilities at the time:

Town Hall Complex

- Community Services
- Executive/Finance
- Parks and Recreation Administration

Police

- Administration
- Police Annex

Public Works Complex

- Administration
- Warehouse
- Vehicle Maintenance

Parks and Recreation

- Garner Senior Center
- South Garner Park
- Cloverdale Park
- Creech Road Tennis Courts
- Lake Benson Park
- Greenbrier Park
- Rand Mill Road
- Garner Recreation Park

II. Facilities added since the 1992 Self-Evaluation are ADA compliant and were evaluated prior to occupancy per the NC Accessibility Code:

Police

- East District Office

Parks and Recreation

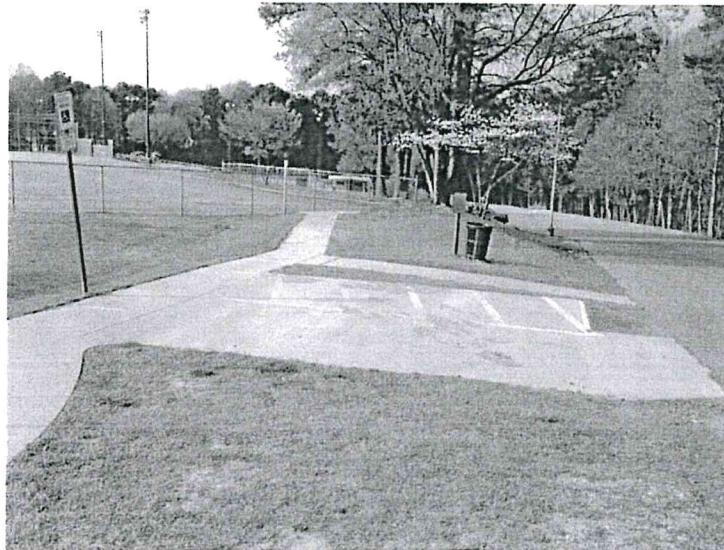
- Garner Performing Arts Center
- Centennial Park
- White Deer Park
- Nature Center



Initial ADA self-assessment resulted in interior double doors being removed from Town Hall, Building B entry. Having two sets of double doors in vestibule created an entry problem for customers in wheelchairs. This serves as the entry to Parks Recreation Cultural Resources and other community services.

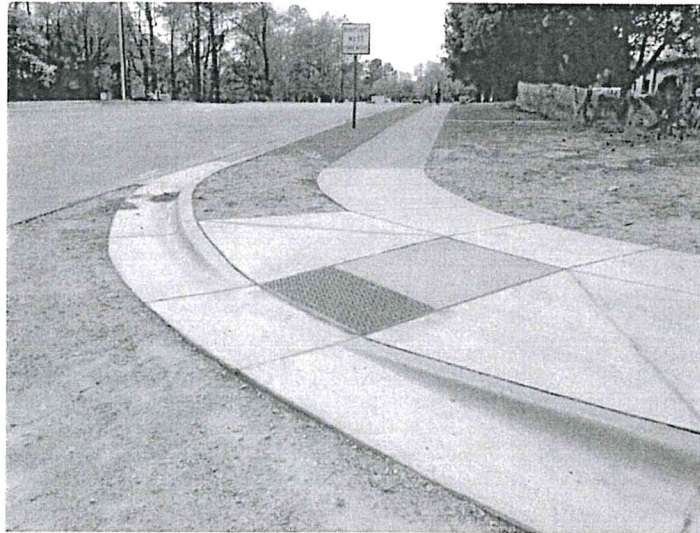
Over the last few years, the Town of Garner has used the US Department of Justice “Americans with Disabilities Act, ADA Guide for Small Towns” as a resource for upgrading facilities. Example of responsiveness to ADA complaints:

- A. In 2010 the Town of Garner made modifications to the walkways in Garner Recreational Park and South Garner Park due to a complaint that the slopes of the existing sidewalks were not accessible. (See Exhibit 1 for example of walkway modification design)



Walkway and handicap parking modifications in Garner Recreational Park

- B. In 2009, the Town of Garner added wheel chair curb ramps in several existing sidewalks near Town Hall.



Wheel chair curb ramp on Seventh Ave. near Town Hall

- C. In 2006, the Town of Garner installed a wheel chair ramp mid-block of the Downtown central business district.



Wheelchair curb ramp on Main Street

Future Projects:

- A. Name of Facility: Garner Veterans Memorial
Address of the facility: 921 Buffalo Rd. (Lake Benson Park)
Complete by: December 31, 2015

Install handicap parking spaces at newly acquired Veterans Memorial. The Veterans Memorial was built at Lake Benson Park, a town-owned property. The Veterans Memorial Committee, a non-profit organization, was responsible for fund raising to build the memorial and also for maintenance. Ownership and maintenance was recently transferred to the Town of Garner. The existing handicap parking spaces in the park are too far for patrons of the Memorial to take advantage of. The Town of Garner plans to install handicap parking in close proximity to the Veterans Memorial.

- B. Name of Facility: North Garner Dog Park
Address of the facility: 221 E. Garner Rd. (Garner Recreational Park)
Complete by: April 31, 2015

Install handicap parking spaces at North Garner Dog Park that is currently under construction. Existing parking spaces in Garner Recreational Park are too far away from dog park entrance.



North Garner Dog Park handicap spaces under construction, April 2015

TOWN OF GARNER ADA GRIEVANCE PROCEDURE

This Grievance Procedure is established to meet the requirements of the Americans with Disabilities Act. It may be used by anyone who wishes to file a complaint alleging discrimination in the provision of services, activities, programs or benefits by the Town of Garner.

The complaint should be in writing and contain information about the alleged discrimination such as name, address, phone number of complainant and location, date and description of the problem. Alternative means of filing complaints, such as personal interviews or a tape recording of the complaint will be made available for persons with disabilities upon request. Complaints pertaining to employment and hiring practices and related grievance procedures are addressed in the Personnel Policy and should be made to:

Director of Human Services – Town Hall

900 7th Avenue, Garner, NC 27529

Phone: 919-773-4456, Fax: 919-662-8874

Complaints not associated with employment and hiring practices should be submitted to the ADA Coordinator. These complaints may involve facility and program access. The complaint should be submitted by the grievant and/or his designee as soon as possible but no later than 60 calendar days after the alleged violation to ADA Coordinator:

Inspections and Permits Director

900 7th Avenue, Garner, NC 27529

Email Address: tbeasley@garnernc.gov

Days/Hours Available: Monday – Friday 8 am – 5 pm.

Within 15 calendar days after receipt of the complaint, ADA Coordinator will meet with the complainant to discuss the complaint and possible resolutions. Within 15 calendar days after the meeting, the ADA Coordinator will respond in writing, and where appropriate, in a format accessible to the complainant, such as large print, Braille or audio tape. The response will explain the position of the Town of Garner and after options for substantive resolution of the complaint.

If the response by the ADA Coordinator does not satisfactorily resolve the issue, the complainant and/or his/her designee may appeal the decision of the ADA Coordinator within 15 calendar days after receipt of the response to the Assistant Town Manager- Operations.

Within 15 calendar days after receipt of the appeal, the Assistant Town Manager- Operations will meet the complainant to discuss the complaint and possible resolutions. Within 15 calendar days after the meeting the Assistant Town Manager will respond in

Within 15 calendar days after the meeting the Assistant Town Manager will respond in writing, and, where appropriate, in a format accessible to the complainant, with a final resolution of the complaint.

All written complaints received by ADA Coordinator, appeals to the Assistant Town Manager-Operations, and responses from the ADA Coordinator and Assistant Town Manager- Operations will be kept by the Town of Garner for at least three years.

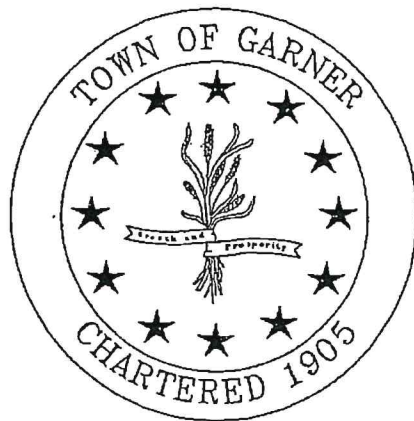
4/1/15

Date

Rodney Dickerson

Assistant Town Manager, Operations
Risk Manager

Americans with Disabilities Act Accessibility Compliance Town of Garner Facilities



February, 1992

Philip B. Faucette, PE
ADA Facility Coordinator

Policy of Non-Discrimination on the Basis Of Disability



The Town of Garner does not discriminate on the basis of disability in the admission or access to, or treatment or employment in, its programs or activities. Harriet Burgess and Phil Faucette with the Town (PO Box 446, Garner, NC 27529, 772-4688) have been designated to coordinate compliance with the non-discrimination requirements contained in section 35.107 of the Department of Justice regulations. Information concerning the provisions of the American with Disabilities Act, and the rights thereunder, are available from the ADA coordinators.

Town of Garner Facilities

- I. Executive Summary
- II. Introduction
- III. Transition Plan
- IV. Compliance Cost
- V. Town Hall Complex
 - A. Community Services
 - B. Executive / Finance
 - C. Parks and Recreation Administration
- VI. Police
 - A. Administration
 - B. Police Annex
- VII. Public Works Complex
 - A. Administration
 - B. Warehouse
 - C. Vehicle Maintenance
- VIII. Parks and Recreation
 - A. Garner Senior Center
 - B. South Garner Park
 - C. Cloverdale Park
 - D. Creech Road Tennis Courts
 - E. Lake Benson Park
 - F. Greenbrier Park
 - G. Rand Mill Road Park
 - H. Garner Recreation Park
- IX. Appendix

Special Thanks to the following agencies for conveying their expert opinion with regard to ADA compliance:

**Barrier Free Environments, Inc.
Disabled American Veterans
Governors Advocacy Council on Disabilities**

ADA Accessibility Compliance
Executive Summary

Town of Garner

Americans with Disabilities Act

Executive Summary

On July 26, 1990, President Bush signed into law the Americans with Disabilities Act (ADA) that provides far-reaching legal protection for the more than forty-three million Americans with one or more disabling conditions. ADA extends federal civil rights protection in several areas to people who are considered "disabled." The act states its purpose as providing "a clear and comprehensive national mandate for the elimination of discrimination against individuals with disabilities."

Title II of the Americans with Disabilities Act prohibits state and local entities from discriminating against any qualified individual with a disability in their programs, services and activities. These prohibitions are implemented through regulations issued by the U.S. Department of Justice. All programs and activities of all state and local governments are covered by title II, and an evaluation of the programs must be completed by July 26, 1992.

Title III of the Americans with Disabilities Act guarantees disabled people the "full and equal enjoyment of the goods, services, facilities, privileges, advantages of any place of public accommodation." A 3-year transition plan must be completed by January 26, 1992 that identifies the necessary modifications that are needed to bring the facility or program into compliance.

The purpose of this document is to include a self-evaluation for the areas that are related to Public Programs and Facilities in the Town of Garner.

Self evaluation checklists that are endorsed by Roger Foushee of the Governor's Advocacy Council for the Handicapped, were used to perform a survey of all of the Town of Garner facilities and programs. It is suggested that a re-inspection be conducted each February until the January 26, 1995 barrier-free deadline.

The Town needs quite a few modifications in order to achieve ADA compliance. It is recommended the transition plan should be initiated to relieve the Town from an initial large financial burden.

The coordinators recognize the barrier and program modifications suggested in this document are probably not all-inclusive; yet as the ADA becomes researched and yearly re-inspections are performed, the Town of Garner will strive to reach full compliance.

ADA Accessibility Compliance Introduction

Americans with Disabilities Act

Accessibility Compliance

Town of Garner Facilities

On July 26, 1990, President Bush signed into law the Americans with Disabilities Act (ADA) that provides far-reaching legal protection for the more than forty-three million Americans with one or more disabling conditions. The ADA extends federal civil rights protection in several areas to people who are considered "disabled". Built upon a body of existing legislation, particularly the Rehabilitation Act of 1973 and the Civil Rights Act of 1964, the act states its purpose as providing "a clear and comprehensive national mandate for the elimination of discrimination against individuals with disabilities".

The ADA is not an affirmative action statute. Instead, it seeks to dispel stereotypes and assumptions about disabilities, and to assure equality of opportunity, full participation, independent living and economic self-sufficiency for disabled people. To achieve these objectives, the law prohibits covered entities from excluding people from jobs, services, activities or benefits based on disability. The law provides penalties for discrimination. Not every disabled person is covered by the ADA. Certain standards must be met for a person to qualify for the act's protections. To be considered "disabled" under the ADA, a person must have a condition that impairs a major life activity or a history of such a condition, or be regarded as having such a condition.

A disabled person must also be qualified for the job, program or activity to which he or she seeks access. To be qualified under the ADA, a disabled person must be able to perform the essential functions of a job or meet the essential eligibility requirements of the program or benefit, with or without an accommodation to his or her condition.

The ADA has five titles, which cover employment, public services and transportation, public accommodations, telecommunications, and miscellaneous provisions. The various sections of the act become effective at different times. The separate provisions and effective dates are as follows:

Employment (Title I)	July 26, 1992
Public Services and Transportation (Title II)	January 26, 1992
Public Accommodations (Title III)	January 26, 1992
Telecommunications (Title IV)	July 26, 1993

The purpose of this document is to include a self-evaluation for the areas that are related to Public Services and Public Facilities in Town of Garner.

State and Local Governments

Title II of the Americans with Disabilities Act prohibits state and local entities from discriminating against any qualified individual with a disability in their programs, services and activities. These prohibitions are implemented through regulations issued by the U.S. Department of Justice.

All programs and activities of all state and local governments are covered by title II. This represents a significant change from other federal non-discrimination policy. Under Section 504 of the Rehabilitation Act, state and local governments (and other entities) receiving federal assistance are required to make their programs and activities accessible to disabled people. The ADA extends that mandate to all jurisdictions, regardless of whether they receive federal funds.

The title II regulations incorporate specific requirements from other parts of the ADA. The act's mandate for equal employment opportunities and the concept of access to public accommodations touch on nearly all activities offered by public entities, including employment, facilities and social service programs.

In these respects, therefore, title II is a hybrid of other laws and other parts of the ADA. But it also imposes certain ADA-related requirements that are unique to state and local governments. These include the need to conduct self-evaluations and name ADA coordinators, develop transition plans for structural changes, and take affirmative steps to ensure accessible communication.

The only area not addressed in the state and local government provision is transportation accessibility, which is covered separately under Subtitle B of Title II. At present, the Town of Garner does not provide public transportation, as such, no further discussion is warranted.

Title II is effective Jan. 26, 1992.

Accessibility in Public Accommodations

Title III of the Americans with Disabilities Act guarantees disabled people the "full and equal enjoyment of the goods, services, facilities, privileges, advantages or accommodations of any place of public accommodation."

North Carolina State Building Code

Chapter 168 - Handicapped Persons

§ 168-2 RIGHT OF ACCESS TO AND USE OF PUBLIC PLACES.

Handicapped persons have the same right as the ablebodied to the full and free use of the streets, highways, sidewalks, walkways, public buildings, public facilities, and all other buildings and facilities, both publicly and privately owned, which serve the public.

§Chapter 168A-6 - DISCRIMINATION IN PUBLIC ACCOMODATIONS

It is a discriminatory practice for a person to deny a qualified handicapped person the full and equal enjoyment of the goods, services, facilities, privileges, advantages, and accommodations of a place of public accommodations on the basis of a handicapping condition. In the area of structural modification, this section may be satisfied by compliance with the North Carolina Building Code.

The legislation and U.S. Department of Justice regulations are very specific about the scope and meaning of these terms and make it clear that this section is to have wide impact. It is not intended to apply to employment practices because these are covered in Title I of the ADA.

The terms "full and equal enjoyment" mean that disabled people must be given an equal opportunity to obtain the same results as non-disabled people, be it dining at a restaurant, going to the theater, shopping for groceries, or taking a licensing examination. This does not necessarily require disabled people to achieve the identical result or level of achievement of non-disabled persons. Rather, it is the equal opportunity to achieve or receive the benefit that is protected. For example, a health club could not exclude a person in a wheelchair from an exercise class because he or she could not derive the same result from the class as a non-disabled person.

In ensuring that disabled people have the opportunity to make use of the goods or services provided by a public accommodation or in a commercial facility, the covered entity might have to make structural alterations to the building, or it might be required only to make minor alterations in its policies or procedures. Title III does require that all new public buildings be constructed so that they are accessible to disabled people.

ADA Compliance Transition Plan

The transition plan for the Town of Garner consists of making the necessary barrier modifications in the recommended year, and conducting a re-inspection each year to take in account any citizen or employee response. Priority was assigned to each modification, which in turn, determined the year it would be completed. The order of importance is as follows: (1) access to the facility; (2) access to goods and services; (3) accessible restrooms; and (4) any other measure that improves accessibility.

Year to complete	Barrier Modifications
1992	Install curb ramps
1992	Remove threshold/entry door - P/W Modify Vestibule - P/W
1992	Install "\$100 Fine" sign on HC space
1992	Designate HC parking space
1992	Adjust entrance doors pressure
1992	Remove carpet in vestibule P/W
1992	Replace entry door knob - P/W & P/W Warehouse
1992	Adjust counter - Water Billing
1992	Replace doors on restrooms - S. Garner Park
1992	Adjust service desk - Public Works/Vehicle Main.
1993	Lower towel dispensers
1993	Lower soap dispensers
1993	Install cup dispensers
1993	Raise grab bars in restrooms - S. Garner
1993	Wrap drain lines with insulation
1993	Replace faucet handles with wing type
1993	Install HC symbol on restroom doors
1993	Lock & U-Type door hardware - Police restroom
1993	Additional mirror - Police Annex restrooms
1993	Lower restroom mirrors
1993	Raise toilet seats
1994	Adjust interior doors - P/W
1994	Lower 911 phone/install 29" cord Police
1994	Install strobe light on alarm system
1994	Install ramp to loading dock - P/W

- Refer to the facility sections for a more detailed description of the modifications necessary.

ADA Accessibility
Compliance Cost Summary

Compliance Cost Summary

Year to complete	Quantity	Barrier Modifications	Cost
1992	3	Install curb ramps	\$ 1,550
1992	1	Remove threshold/entry door - P/W Modify Vestibule - P/W	\$ 3,000
1992	17	Install "\$100 Fine" sign on HC space	\$ 525
1992	5	Designate HC parking space	\$ 630
1992	3	Adjust entrance doors pressure	\$ 33
1992	1	Remove carpet in vestibule P/W	\$ 11
1992	2	Replace entry door knob - P/W & P/W Warehouse	\$ 390
1992	1	Adjust counter - Water Billing	\$ 375
1992	2	Replace doors on restrooms - S. Garner Park	\$ 1,000
1992	2	Adjust service desk - Public Works/Vehicle Main.	\$ 1,000
1993	11	Lower towel dispensers	\$ 242
1993	6	Lower soap dispensers	\$ 132
1993	6	Install cup dispensers	\$ 190
1993	2	Raise grab bars in restrooms - S. Garner	\$ 20
1993	13	Wrap drain lines with insulation	\$ 415
1993	17	Replace faucet handles with wing type	\$ 625
1993	21	Install HC symbol on restroom doors	\$ 333
1993	1	Lock & U-Type door hardware - Police restroom	\$ 240
1993	2	Additional mirror - Police Annex restrooms	\$ 132
1993	5	Lower restroom mirrors	\$ 110
1993	12	Raise toilet seats	\$ 8,280
1994	2	Adjust interior doors - P/W	\$ 22
1994	1	Lower 911 phone/install 29" cord Police	\$ 200
1994	4 bldgs	Install strobe light on alarm system	\$ 587
1994	1	Install ramp to loading dock - P/W	\$ 2,500

- Cost estimate by Town of Garner Public Works Department

- Refer to the facilities sections for a more detailed description of the necessary modifications.

ADA Accessibility Compliance Cost Summary

Modification Year	Total Cost
1992	\$ 8,500
1993	\$ 9,400
1994	\$ 3,300
TOTAL COST	\$ 23,000

Approved C



Town of Garner Accommodation Request Form

(Please type or print clearly)

Name of Requester: _____

Address: _____

State: _____ Zip Code: _____ Home telephone: _____

Location of Program, Service or Activity or Facility where accommodation is requested:

Please describe how accommodation will allow the performance of the essential functions of participation in program, service, activity or allow access to facility:
(Attach additional sheet(s) if necessary.)

Signature of Complainant

Date Completed

Return completed form to:

Town of Garner
c/o Tony Beasley, ADA Coordinator
900 7th Ave.
Garner, NC 27529

A response indicating a decision or the need for additional time will be provided to the requester in no more than 30 days. If the request is approved, the ADA Coordinator will notify the requestor and make the necessary implementation arrangements

Received by ADA Coordinator: _____

ADA Survey and Transition Plan

Appendix D

Due to major changes in Town of Garner staffing over the several years with retirements and departures, that took decades of institutional knowledge with them, it is time to re-access the Town of Garner's ADA transitional Plan. The following outline will be used as our guide to complete this task over the next 12 months.

1. Scope – NEW ADA Survey and Self-Evaluation for the purpose of evaluating the original 1992 Transition Plan and establishing a New Transition Plan to be used as the Base plan for future annual reviews and updates.
 - a. Identify stake holders
 - i. ADA Compliance Coordinator
 - ii. Assistant Town Manager of Operations
 - iii. Parks, Recreation and Cultural Resources Appointee
 - iv. Facility Services Appointee
 - v. Public Grounds Appointee
 - vi. Engineering Appointee
 - b. Hold initial meetings and discuss the process and timeline.
 - c. Set Schedule to inspect all Town Owned Facilities for issues related to accessibility and identify if any deficiencies exist for each facility that have not been previously corrected.
 - d. Look at all existing procedures and policies for any recommendations or corrections that could be used to reflect compliance with any future projects.
 - e. Hold public input meeting.
 - f. Look at draft of issues, identify possible solutions, identify possible cost and rank in order of most impact.
 - g. Create a draft plan and present to Town Council for feedback.
 - h. Finalize the draft plan and present at a public hearing with the Town Council for adoption as the TOG 2020 ADA Transition Plan and Survey.
 - i. Implementation