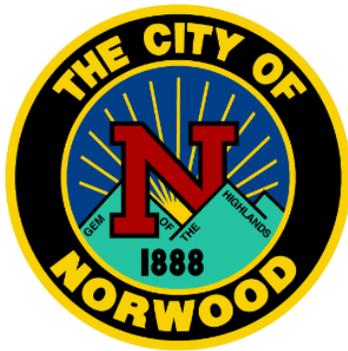


# Americans with Disabilities Act (ADA) Transition Plan

Norwood, Ohio



THE CITY OF  
**NORWOOD**  
THE GEM OF THE HIGHLANDS

4645 Montgomery Road

Norwood, Ohio 45212

(513) 458-4500

<https://norwoodohio.gov>

Plan Adopted March 22, 2022

**Contents**

**Introduction.....3**

**Designation of Responsibility .....5**

**Self-Evaluation .....5**

**Public Outreach.....8**

**Public Notice of ADA Requirements and Grievance Procedure.....9**

**Progress Monitoring and Transition Plan Management ..... 100**

**Formal Adoption of ADA Transition Plan ..... 111**

**Appendices ..... 122**

**Appendix A – Self-Evaluation..... 133**

**Appendix B – Schedule and Budget Information ..... 177**

**Appendix C – Public Outreach ..... 188**

**Appendix D – Public Notice of ADA Requirements and Grievance Procedures .....19**

**Appendix E – Contact Information.....22**

**Appendix F – City ADA Design Standards .....23**  
**and Improvement/Compliance Procedures .....23**

**Appendix G – Glossary of Terms .....25**

## Introduction

### Transition Plan Need and Purpose

The Americans with Disabilities Act (ADA) is a civil rights law prohibiting discrimination against individuals on the basis of disability. It was enacted on July 26, 1990, and was amended in 2008 with the ADA Amendments Act. The ADA consists of five titles outlining protections in the following areas:

- I. Employment
- II. State and local government services
- III. Public accommodations
- IV. Telecommunications
- V. Miscellaneous Provisions

Title II of the ADA pertains to the programs, activities, and services provided by public entities. The City of Norwood (the City) must comply with this section of the ADA, as it specifically applies to public service agencies. Title II of the ADA states that “no qualified individual with a disability shall, by reason of such disability, be excluded from participation in or be denied the benefits of the services, programs, or activities of a public entity, or be subjected to discrimination by any such entity.” (42 USC Sec. 12132; 28 CFR Sec. 35.130)

As required by Title II of the ADA (28 CFR Part 35 Sec. 35.105 and Sec. 35.150), the City of Norwood is conducting a self-evaluation of its services, programs, activities, and facilities on public property and within public rights-of-way and is developing this Transition Plan (the Plan) detailing the methods to be used to ensure compliance with ADA accessibility requirements.

### The ADA and its Relationship to Other Laws

Title II of the ADA is companion legislation to two previous federal statutes and regulations: the Architectural Barriers Act (ABA) of 1968 and Section 504 of the Rehabilitation Act of 1973.

The Architectural Barriers Act of 1968 is a Federal law that requires facilities designed, built, altered, or leased with Federal funds to be accessible. The Architectural Barriers Act marks one of the first efforts to ensure access to the built environment.

Section 504 of the Rehabilitation Act of 1973 is a Federal law that protects qualified individuals from discrimination based on their disability. The nondiscrimination requirements of the law apply to employers and organizations that receive financial assistance from any Federal department or agency. Title II of the ADA extended this coverage to all state and local government entities, regardless of whether they receive federal funding or not.

## **Requirements of the City**

Under Title II, the City of Norwood must meet these general requirements:

- Must operate their programs so that, when viewed in their entirety, the programs are accessible to and useable by individuals with disabilities [28 CFR Sec. 35.150].
- May not refuse to allow a person with a disability to participate in a service, program or activity simply because the person has a disability [28 CFR Sec. 35.130 (a)].
- Must make reasonable modifications in policies, practices and procedures that deny equal access to individuals with disabilities unless a fundamental alteration in the program would result [28 CFR Sec. 35.130(b)(7)].
- May not provide services or benefits to individuals with disabilities through programs that are separate or different unless the separate or different measures are necessary to ensure that benefits and services are equally effective [28 CFR Sec. 35.130(b)(iv) & (d)].
- Must take appropriate steps to ensure that communications with applicants, participants and members of the public with disabilities are as effective as communications with others [29 CFR Sec. 35.160(a)].
- Must designate at least one responsible employee to coordinate ADA compliance [28 CFR Sec. 35.107(a)]. This person is typically referred to as the ADA Coordinator. The public entity must provide the ADA Coordinator's name, office address, and telephone number to all interested individuals [28 CFR Sec. 35.107(a)].
- Must provide notice of ADA requirements. All public entities, regardless of size, must provide information about the rights and protections of Title II to applicants, participants, beneficiaries, employees, and other interested persons [28 CFR Sec. 35.106]. The notice must include the identification of the employee serving as the ADA Coordinator and must provide this information on an ongoing basis [28 CFR Sec. 104.8(a)].
- Must establish a grievance procedure. Public entities must adopt and publish grievance procedures providing for prompt and equitable resolution of complaints [28 CFR Sec. 35.107(b)]. This requirement provides for a timely resolution of all problems or conflicts related to ADA compliance before they escalate to litigation and/or the federal complaint process.

## Designation of Responsibility

In accordance with 28 CFR 35.107(a), the City of Norwood has designated City Human Resources Director Keith Hamrick, to serve as ADA Coordinator to oversee the City's policies and procedures:

**City of Norwood**  
**Attn: Keith Hamrick, Human Resources Director**  
**4645 Montgomery Road**  
**Norwood, Ohio 45212**  
**khamrick@norwoodohio.gov**  
**P: 513-458-4500**  
**F: 513-458-4502**

## Self-Evaluation

### Process & Findings

On a regular basis, the City of Norwood self-evaluates its services, programs, activities, and facilities on public property and within public rights-of-way with regard to accessibility. Detailed inventories and findings from this review will be provided in Appendix A, under the headings of Communications (A1), Building Facilities (A2), and Pedestrian Facilities (A3).

An important component of the self-evaluation process is the identification of obstacles or barriers to accessibility and the corresponding modifications that will be needed to remedy these items. The following sections provide a summary of improvements that have already been made, and obstacles that the City plans to address as part of this Transition Plan.

### Communications, Information, and Facility Signage

#### Improvement Schedule

The City of Norwood strives to address obstacles to accessibility as they are encountered.

### Building Facilities and Related Parking Lots/Facilities

The City is responsible for the following publicly accessible buildings:

- City Hall 4645 Montgomery Rd.
- Norwood Police Department 4701 Montgomery Rd.
- Norwood Community Center 1810 Courtland Ave.
- Norwood Recreation Department 2039 Sherman Ave.
- Norwood Board of Health 2059 Sherman Ave.
- Safety Lane Building 2054 Mills Ave.

- Waterworks Pool 2701 Harris Ave.
- Waterworks Park 2605 Harris Ave.
- Victory Park Corner of Montgomery Rd. & Mills Ave.
- Hunter Park 2037 Dale Rd.
- Dorl Field 4501 Beech St.
- Marsh Park Corner of Marsh Ave. & Beech St.
- Burwood Park 2323 Morton Ave.
- Upper Millcrest Park 1700 Mills Ave.
- Lower Millcrest Park 1698 Hopkins Ave.
- Northwoods Park Corner of Northwoods Ln. & Moundcrest Dr.
- Lindner Park 2726 Cypress Way
- Fenwick Park 2200 Fenwick Ave.
- Watertower Park 2529 Moundview Dr.
- Police Training Center 2600 Park Ave.

### **Improvement Schedule**

The City is in the process of evaluating all of these facilities. The City will address any deficiencies as they are encountered.

### **Pedestrian Facilities / Public Rights-of-Way**

As part of the self-evaluation process, the City of Norwood is conducting an inventory and evaluation of pedestrian facilities within its public rights-of-way, which consist of the following:

- Approximately \_\_\_\_\_ SF of public sidewalk in the Public R/W
- \_\_\_\_\_ curb ramps
- \_\_\_\_\_ crosswalks with pedestrian signals
- \_\_\_\_\_ miles of bicycle/pedestrian trails
  - \_\_\_\_\_ miles paved
  - \_\_\_\_\_ miles unpaved
- \_\_\_\_\_ traffic control signals

### **Previous Practices**

Since the adoption of the ADA, the City of Norwood has striven to provide accessible pedestrian features as part of the City's capital improvement projects. As additional information was made available regarding the methods of providing accessible pedestrian features, the City updated its procedures to accommodate these methods.

In recent years, the City has implemented the following accessibility improvements to its pedestrian facilities:

- *With all resurfacing programs, the City marks all deficient concrete walkways and driveway aprons for replacement and then oversees the replacement work.*
- *The City ensures that all roadway reconstruction projects address ADA accessibility in terms of curb ramps and sidewalk grades to the maximum extent possible.*
- *All city building remodel and new construction have been designed and constructed to meet the latest ADA accessibility standards at the time of design.*

## **Methodology**

The City of Norwood will utilize two methods for upgrading pedestrian facilities to current ADA standards. The first and most comprehensive method is through scheduled street and utility improvement projects. All pedestrian facilities impacted by these projects will be upgraded to current ADA accessibility standards. A current listing of these scheduled projects is included in the City of Norwood Capital Improvement Program (CIP).

The second method is through specific sidewalk and ADA accessibility improvement projects that are identified individually. These projects will be incorporated into the Capital Improvement Program (CIP) on a case-by-case basis as determined by City staff. The City CIP – which includes a detailed schedule and budget for specific improvements – can be found at the City’s website at [www.norwoodohio.gov](http://www.norwoodohio.gov).

## **Policy**

The City’s goal is to continue to provide accessible pedestrian design features as part of its capital improvement projects. The City has adopted ADA design standards and procedures as listed in Appendix F. These standards and procedures will be kept up-to-date with nationwide and local best-management practices.

The City will consider and respond to all accessibility improvement requests. All accessibility improvements that are deemed reasonable will be scheduled consistent with transportation priorities. The City will coordinate with external agencies to ensure that all new or altered pedestrian facilities within the City jurisdiction are ADA compliant to the maximum extent feasible.

Requests for accessibility improvements can be submitted to the ADA Coordinator. Contact information is provided in Appendix E.

## **External Agency Coordination**

Many other agencies are responsible for pedestrian facilities within the City jurisdiction. The City will coordinate with those agencies to assist with identifying and facilitating elimination of accessibility barriers along their routes.

## **Public Outreach**

The City of Norwood recognizes that public participation is an important component in the development of this Transition Plan. Input from the community will be gathered and used to help define priority areas for improvements within the City jurisdiction.

This document will be made available for public comment. Appendix C will provide a summary of comments received and detailed information regarding public outreach activities.

## **Public Notice of ADA Requirements and Grievance Procedure**

Under the Americans with Disabilities Act, each agency is required to publish its responsibilities with regard to ADA compliance. A draft of this public notice is provided in Appendix D.

If users of the City's facilities and services believe the City has not provided a reasonable accommodation, they have the right to file a grievance. In accordance with 28 CFR Sec. 35.107(b), the City has developed a grievance procedure for the purpose of the prompt and equitable resolution of citizens' complaints or concerns. This grievance procedure is outlined in Appendix D.

## **Progress Monitoring and Transition Plan Management**

This Transition Plan is considered to be a living document that will continue to be updated as conditions within the City evolve. The initial schedule is to formally review the complete document (main body and appendices) at least once per year, to identify any need for updates. Updates to the appendices or attachments may be made more frequently as needed. Any substantive updates to the main body of this document will include a public comment period to continue the City's public outreach efforts.

The City of Norwood recognizes that ADA compliance is an ongoing responsibility which will require monitoring to identify future accessibility issues that may be encountered. For example, facilities that currently meet ADA requirements could fall out of compliance in the future due to factors such as damage, disrepair, or changes within public rights-of-way that could create new accessibility obstacles. Therefore, the ADA Coordinator will establish an on-going monitoring and inspection program to ensure that facilities continue to comply with ADA requirements. City employees will also be encouraged to report any accessibility concerns or deficiencies that are identified.

## Formal Adoption of ADA Transition Plan

This ADA Transition Plan and all future updates are hereby adopted by the City of Norwood, effective \_\_\_\_\_.

Signed:

_____ Keith Hamrick ADA Coordinator	_____ Date
---	---------------

_____ Noah Powers Safety Service Director	_____ Date
---	---------------

_____ Victor Schneider Mayor, on behalf of City Council	_____ Date
---	---------------

## **Appendices**

### **Self-Evaluation**

- A1. Communications, Information & Facility Signage**
- A2. Building Facilities & Related Parking Lots/Facilities**
- A3. Pedestrian Facilities / Public Rights-of-Way**

### **Schedule and Budget Information**

### **Public Outreach**

### **Public Notice of ADA Requirements and Grievance Procedure**

### **Contact Information**

### **City ADA Design Standards and Improvement/Compliance Procedures**

### **Glossary of Terms**

## **Appendix A – Self-Evaluation**

A public entity that employs 50 or more persons is required, for at least three years following the completion of the self-evaluation, to maintain on-file and make available for public inspection:

- A list of the interested persons consulted;
- A description of areas examined and any problems identified; and,
- A description of any modifications made.

### **Interested Persons Consulted**

Any interested persons consulted will be listed in this section.

Descriptions of areas examined, problems identified and any modifications made are listed in the following sections A1, A2 and A3.

## **A1. Communications, Information & Facility Signage**

The City has conducted a detailed evaluation of its communications, information and facility signage with regard to the ADA Title II requirements. The results are listed as follows.

### **Inventory & Findings**

The City of Norwood is currently evaluating our communications, information and facility signage. The results of this evaluation will be placed in this appendix.

## **A2. Building Facilities & Related Parking Lots/Facilities**

The City has conducted a detailed accessibility evaluation of each of its buildings based on the ADA Checklist for Existing Facilities publication. The results are listed as follows.

### **Inventory & Findings**

The City of Norwood is currently evaluating our public facilities utilizing the ADA Checklist for Existing Facilities. The results of these evaluations will be placed in this appendix.

### **Maintenance Activities and Additional Items**

The City has the elevator at City Hall professionally serviced annually and inspected to provide adequate service to the public. All automatically opening doors are maintained to ensure reliable operation.

### **A3. Pedestrian Facilities / Public Rights-of-Way**

The City is conducting a detailed accessibility evaluation of pedestrian facilities within the agency's public rights-of-way. The results are listed as follows.

#### **Inventory & Findings**

The City of Norwood evaluates all streets involved in each year's paving program as well as with each road improvement or reconstruction project. Pedestrian facilities related to these projects are updated to meet ADA standards to the best of our ability. We also address individual reports of issues as they are reported to us. The results of this evaluation will be placed in this appendix.

- Approximately \_\_\_\_\_ SF of public sidewalk in the Public R/W
- \_\_\_\_\_ curb ramps
- \_\_\_\_\_ crosswalks with pedestrian signals
- \_\_\_\_\_ miles of bicycle/pedestrian trails
  - \_\_\_\_\_ miles paved
  - \_\_\_\_\_ miles unpaved
- \_\_\_\_\_ traffic control signals
  - \_\_\_\_\_ have APS

As time progresses, the City will do a more thorough analysis to determine the following criteria:

- XX% of curb ramps that meet accessibility criteria
- XX% of intersections that do not have any curb ramps
- XX% of intersections have curb ramps that do not meet current ADA criteria
- XX% of bicycle/pedestrian trails that meet accessibility criteria
- XX% of traffic control signals have push buttons that are accessible, or had the pedestrian indications on recall

## **Appendix B – Schedule and Budget Information**

### **Overview**

Please refer to the City of Norwood’s Annual Capital Improvement Program (CIP) for projects that are scheduled to take place in the next five years. All roadway projects listed will address ADA accessibility to the maximum extent possible.

## **Appendix C – Public Outreach**

The City of Norwood seeks input from the public regarding ADA accessibility. Any interactions with the public will be listed in this Appendix.

## Appendix D – Public Notice of ADA Requirements and Grievance Procedures

As required by the Americans with Disabilities Act, the City has posted the following notice outlining its responsibilities with regard to ADA compliance.

### Public Notice

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 (ADA), the City of Norwood will not discriminate against qualified individuals on the basis of disability in City services, programs, or activities.

**Employment:** The City does not discriminate on the basis of disability in its hiring or employment practices and complies with all regulations promulgated by the U.S. Equal Employment Opportunity Commission under Title I of the ADA.

**Effective Communication:** The City will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities so they can participate equally in the City's programs, services, and activities, including qualified sign language interpreters, documents in Braille, and other ways of making information and communications accessible to people who have speech, hearing, or vision impairments.

**Modifications to Policies and Procedures:** The City will make all reasonable modifications to policies and procedures to ensure that people with disabilities have an equal opportunity to enjoy all City programs, services, and activities. For example, individuals with service animals are welcomed in City of Norwood offices, even where pets are generally prohibited.

Anyone who requires an auxiliary aid or service for effective communication or a modification of policies or procedures to participate in a City program, service, or activity should contact the office of the ADA Coordinator as soon as possible but no later than 48 hours before the scheduled event. Complaints that a City program, service, or activity is not accessible to persons with disabilities should be directed to the office of the ADA Coordinator: Keith Hamrick, Human Resources Director, ADA Coordinator, 4645 Montgomery Road Norwood, Ohio 45212 (513) 458-4500, [khamrick@norwoodohio.gov](mailto:khamrick@norwoodohio.gov).

The ADA does not require the City to take any action that would fundamentally alter the nature of its programs or services, or impose an undue financial or administrative burden.

The City will not place a surcharge on a particular individual with a disability or any group of individuals with disabilities to cover the cost of providing auxiliary aids/services or reasonable modifications of policy, such as retrieving items from locations that are open to the public but are not accessible to persons who use wheelchairs.

## Grievance Procedure

### City of Norwood, Ohio

#### Grievance Procedure under the Americans with Disabilities Act

This Grievance Procedure is established to meet the requirements of the Americans with Disabilities Act ("ADA"). It may be used by anyone who wishes to file a complaint alleging discrimination on the basis of disability in the provision of services, activities, programs, or benefits by the City of Norwood. The City of Norwood's Policy & Procedure Manual governs employment-related complaints of disability discrimination.

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 an audio recording of the complaint will be made available for persons with disabilities upon request.

The complaint should be submitted by the grievant and/or their designee as soon as possible but no later than 60 calendar days after the alleged violation to: **Keith Hamrick, ADA Coordinator, Human Resource Department, 4645 Montgomery Road, Norwood, OH 45212.**

Within 15 calendar days after receipt of the complaint, Keith Hamrick or his designee will arrange to meet with the complainant to discuss the complaint and the possible resolutions. An information investigation, as may be appropriate, shall follow the filing of a complaint. The ADA Coordinator or appropriate designee shall conduct the informal investigation within 30 days after the initial receipt of the grievance.

Within 15 calendar days of the meeting or the conclusion of the informal investigation, whichever occurs later, Keith Hamrick or his designee will respond in writing, and where appropriate, in a format accessible to the complainant, such as large print, Braille, or audio recording. The response will explain the position of the City of Norwood, determine the validity of the grievance, if any, and offer options for substantive resolution of the complaint.

If the response by Keith Hamrick or his designee does not satisfactorily resolve the issue, the complainant and/or their designee may appeal the decision within 15 calendar days after receipt of the response to the Safety-Service Director or his designee.

Within 15 calendar days after receipt of the appeal, the Safety/Service Director or his designee will arrange to meet with the complainant to discuss the complaint and possible resolutions.

Within 15 calendar days after the meeting, the Safety/Service Director or his designee 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 Keith Hamrick or his designee, appeals to the Safety/Service Director or his designee, and responses from these two offices will be retained by City of Norwood in the Human Resources Department.

The right of a person to a prompt and equitable resolution of the complaint filed under this Grievance Procedure shall not be impaired by the person's pursuit of other remedies, such as the filing of an ADA complaint with the responsible federal and/or state department or agency. Use of this grievance procedure is not a prerequisite to the pursuit of other remedies.

## **Appendix E – Contact Information**

### **ADA Coordinator**

Name: Keith Hamrick

Job Title: Human Resources Director

Office Address: 4645 Montgomery Road, Norwood, Ohio 45212

Phone: (513) 458-4500

Fax: (513) 458-4502

E-mail: [khamrick@norwoodohio.gov](mailto:khamrick@norwoodohio.gov)

### **Safety-Service Director**

Name: Noah Powers

Job Title: Safety-Service Director

Office Address: 4645 Montgomery Road, Norwood, Ohio 45212

Phone: (513) 458-4503

Fax: (513) 458-4502

E-mail: [ssd@norwoodohio.gov](mailto:ssd@norwoodohio.gov)

## **Appendix F – City ADA Design Standards And Improvement/Compliance Procedures**

### **ADA Resources and Design Standards**

Federal Highway Administration (FHWA) - Civil Rights - ADA/Section 504

Americans with Disabilities Act Accessibility Guidelines (ADAAG)

Public Rights-of-Way (PROWAG) Notice of Proposed Rule Making, July 26, 2011

Proposed Accessibility Guidelines for Pedestrian Facilities in the Public Right-of-Way (PROWAG)

2010 ADA Standards for Accessible Design

ADA Checklist for Existing Facilities

ADA Best Practices Tool Kit for State and Local Governments

ADA Update: A Primer for State and Local Governments

Ohio Manual of Uniform Traffic Control Devices

Americans with Disabilities Act of 1990, as Amended (2008)

Title 28 CFR Part 35 – *Nondiscrimination on the Basis of Disability in State and Local Government Services*

### **Improvement/Compliance Procedures**

The challenge of dealing with physical or site constraints in alteration projects has been recognized by the authors of ADA accessibility standards for years. The Civil Rights Division of the U.S. Department of Justice has recognized that there could be instances where it might be technically infeasible to construct an alteration in full and strict compliance with ADA accessibility standards because of physical or site constraints. In such circumstances, the City of Norwood must provide accessibility to the maximum extent feasible. Before reaching a conclusion about technical infeasibility, the City must consider the extent to which physical or site constraints could be addressed by alternative designs. The burden of proving technical infeasibility rests with the City as the party responsible for the facility, element, or feature.

### **Intersection Corners**

The City will work in good faith to have curb ramps or blended transitions constructed or upgraded to achieve ADA compliance within all capital improvement projects. There may be limitations which make it technically infeasible for an intersection corner to achieve full accessibility within

the scope of a project. If so, those limitations will be noted and those intersection corners will remain on the Transition Plan. As future projects or opportunities arise, those intersection corners shall continue to be incorporated into future work. Regardless of whether full compliance can be achieved in all cases, each intersection corner shall be made as compliant as possible in accordance with the judgment of City staff.

### **Sidewalks / Trails**

The City will work in good faith to have sidewalks and bicycle/pedestrian trails constructed or upgraded to achieve ADA compliance within all capital improvement projects. There may be limitations which make it technically infeasible for segments of sidewalks or trails to achieve full accessibility within the scope of a project. If so, those limitations will be noted and those segments will remain on the Transition Plan. As future projects or opportunities arise, those segments shall continue to be incorporated into future work. Regardless of whether full compliance can be achieved in all cases, each sidewalk or trail shall be made as compliant as possible in accordance with the judgment of City staff.

### **Traffic Control Signals**

The City will work in good faith to have traffic control signals constructed or upgraded to achieve ADA compliance within all capital improvement projects. There may be limitations which make it technically infeasible for individual traffic control signal locations to achieve full accessibility within the scope of a project. If so, those limitations will be noted and those locations will remain on the Transition Plan. As future projects or opportunities arise, those locations shall continue to be incorporated into future work. Regardless of whether full compliance can be achieved in all cases, each traffic signal control location shall be made as compliant as possible in accordance with the judgment of City staff.

### **Other policies, practices and programs**

The City's other policies, practices, and programs not identified in this document will follow the applicable ADA standards.

## Appendix G – Glossary of Terms

**ABA:** See Architectural Barriers Act.

**ADA:** See Americans with Disabilities Act.

**ADA Transition Plan:** Transportation system plan that identifies accessibility needs, the process to fully integrate accessibility improvements, and aims to ensure that all transportation facilities, services, programs, and activities are accessible to all individuals.

**ADAAG:** See Americans with Disabilities Act Accessibility Guidelines.

**Accessible:** A facility that provides access to people with disabilities using the design requirements of the ADA.

**Accessible Pedestrian Signal (APS):** A device that communicates information about the WALK phase in audible and vibrotactile formats.

**Alteration:** A change to a facility in the public right-of-way that affects or could affect access, circulation, or use. An alteration must not decrease or have the effect of decreasing the accessibility of a facility or an accessible connection to an adjacent building or site.

**Americans with Disabilities Act (ADA):** Civil rights legislation passed in 1990 and effective July 1992. The ADA sets design guidelines for accessibility to public facilities, including sidewalks and trails, by individuals with disabilities.

**Americans with Disabilities Act Accessibility Guidelines (ADAAG):** Contains scoping and technical requirements for accessibility to buildings and public facilities by individuals with disabilities under the Americans with Disabilities Act (ADA) of 1990.

**APS:** See Accessible Pedestrian Signal.

**Architectural Barriers Act (ABA):** Federal law that requires facilities designed, built, altered or leased with Federal funds to be accessible. The Architectural Barriers Act marks one of the first efforts to ensure access to the built environment.

**Capital Improvement Program (CIP):** The CIP for a public agency typically includes an annual capital budget and a five-year plan for funding the new construction and reconstruction projects on the agency's transportation system.

**Detectable Warning:** A surface feature of truncated domes, built in or applied to the walking surface to indicate an upcoming change from pedestrian to vehicular way.

**DOJ:** See United States Department of Justice.

**Federal Highway Administration (FHWA):** A branch of the U.S. Department of Transportation that administers the federal-aid Highway Program, providing financial assistance to states to construct and improve highways, urban and rural roads, and bridges.

**FHWA:** See Federal Highway Administration.

**Pedestrian Access Route (PAR):** A continuous and unobstructed walkway within a pedestrian circulation path that provides accessibility.

**Pedestrian Circulation Route (PCR):** A prepared exterior or interior way of passage provided for pedestrian travel.

**PROWAG:** An acronym for the *Guidelines for Accessible Public Rights-of-Way* issued in 2005 by the U.S. Access Board. This guidance addresses roadway design practices, slope and terrain related to pedestrian access to walkways and streets, including crosswalks, curb ramps, street furnishings, pedestrian signals, parking and other components of public rights-of-way.

**Right-of-Way (ROW or R/W):** A general term denoting land, property, or interest therein, usually in a strip, acquired for the network of streets, sidewalks and trails creating public pedestrian access within a public entity's jurisdictional limits.

**Section 504:** The section of the Rehabilitation Act that prohibits discrimination by any program or activity conducted by the federal government.

**Uniform Federal Accessibility Standards (UFAS):** Accessibility standards that all federal agencies are required to meet; includes scoping and technical specifications.

**United States Access Board:** An independent federal agency that develops and maintains design criteria for buildings and other improvements, transit vehicles, telecommunications equipment, and electronic and information technology. It also enforces accessibility standards that cover federally-funded facilities.

**United States Department of Justice:** Federal executive department responsible for enforcement of the law and administration of justice (also referred to as the Justice Department or DOJ).