

# Westwood Council on Aging



## Town of Westwood ADA Transition Plan

August 2023



Institute for Human Centered Design

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### Background

Year Built: 1996

The Westwood Council on Aging is located at 60 Nahatan Street and is a one-story building. Outside the facility on the east side is a gazebo, a flag pole, a bike rack, and a mailbox. On the west side of the building there is a bench, garden beds, and a tot lot\*. A parking lot is provided east of the building with three (3) car accessible parking spaces and one (1) noncompliant van accessible parking space. The building has one (1) accessible main entrance, which is accessed from the parking lot.

Areas surveyed that are open to the public include the lobby with a sign-in desk, an activities room, a craft room, a dining room, and a staff and volunteer food pantry. There are three (3) single-user toilet rooms (two (2) are labeled for men and women by the dining room and one (1) by the lobby), and a set of Hi-Lo drinking fountains by the dining room.

The staff and volunteer food pantry is used for the Meals on Wheels program.

**\*Note:** See the Westwood Tot Lot report for additional accessibility issues at the exterior of the building.

### Key Accessibility Issues

#### Exterior Routes

Accessibility issues include a lack of an accessible route provided to the gazebo, routes with changes in level greater than allowed, routes that are not maintained in operable working condition, and routes that lack the minimum required clear width due to the location of furniture.

#### Parking

Accessibility issues include lack of the designation “Van Accessible” located at the van accessible parking space and lack of an accessible aisle between two (2) car accessible parking spaces.

### Signage

Accessibility issues include lack of interior and exterior designation signs with raised characters and braille, signs not located on the latch side of the door, lack of a directional sign at the inaccessible single-user toilet room in the lobby directing visitors to an accessible toilet room, lack of tactile signs (with braille and raised characters) at the emergency egresses, lack of illuminated signs with the International Symbol of Accessibility (ISA) at the accessible emergency exits\*, and lack of a directional sign at the exit in the dining room directing visitors to an accessible means of egress.

**\*Note:** When the illuminated exit sign at the accessible egress door is replaced, provide an illuminated exit sign with an illuminated International Symbol of Accessibility (ISA).

### Doors and Doorways

Accessibility issues include doors that lack maneuvering clearance due to furniture or other items (such as trash cans), doors that lack the minimum required clear width, and exterior doors require opening force greater than allowed.

### Single-User Toilet Rooms

Accessibility issues at the women’s and men’s single-user toilet rooms include toilet seats located lower than the minimum height allowed, toilets with the centerline located closer to the side wall than allowed, lack of toilets with the flush control located on the open (transfer) side, lack of side grab bars located 54” min. from the rear wall, grab bars mounted lower than allowed, paper towel dispensers that act as protruding objects, lack of toe and knee clearance at the lavatories, and lavatories that have exposed plumbing fixtures. Additionally, there is lack of turning space and clear floor space at the toilet in the single-user toilet room in the lobby.

### **Additional Accessibility Issues**

- Lack of a cane-detectable barrier located underneath the counter in the dining room.
- Lack of knee clearance at the drinking fountain for seated users by the dining room.

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- Lack of knee clearance at the work surface in the staff and volunteer food pantry.

### **Order of Magnitude Cost Estimates**

- Renovate signage: \$3,772
- Renovate two (2) single-user toilet rooms: \$20,360
- Renovate doors: \$13,128
- Renovate parking spaces: \$1,040
- Renovate drinking fountain for seated users: \$2,636
- Miscellaneous corrective actions (cane-detectable barrier, work surface): \$1,308

**Total: \$42,244\***

**\*Note:** IHCD is not providing costs for some exterior issues such as estimating the cost to repair expanses of sidewalk and walkway.




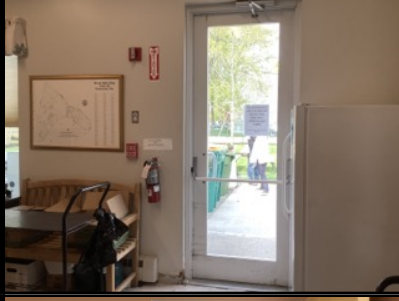

### **Best Practice and Inclusive Design**






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

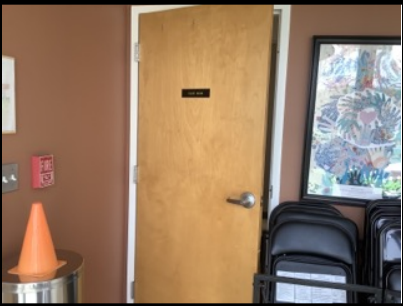




- At the men's single-user toilet room, recommend providing lighting fixtures with a brighter/higher lux level.
- As this is the Council on Aging and a number of visitors will be older with concurrent disabilities, IHCD recommends providing additional accessible parking spaces greater than the amount required in the ADA and 521 CMR.
- Recommend providing an adjustable height podium with knee and toe clearance in the dining room.
- In the east parking lot, recommend continuing striping (ladder-style) to the walkway for the accessible route to the main entrance.







ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
<div style="border: 1px solid black; padding: 2px;"> <span style="font-size: 0.8em;">Access to Goods and Services</span> </div>												
<div style="border: 1px solid black; padding: 2px;"> <span style="font-size: 0.8em;">Means of Egress</span> </div>												
6	East Main Egress	1		Means of Egress	N/A		Tactile exit sign not provided Illuminated ISA symbol not provided (MAAB)	- -	Ensure that a tactile exit sign with raised characters and braille is provided at the exit door. Mount the sign between 48" - 60" above the finished floor located on the latch side of the door. If or when the illuminated exit sign is repaired or replaced, provide an illuminated sign with the International Symbol of Accessibility (ISA).	1	302 -	\$302
											<b>302</b>	
7	West Egress, Staff and Volunteer Food Pantry	1		Means of Egress	N/A		Tactile exit sign not provided Illuminated ISA symbol not provided (MAAB)	- -	Ensure that a tactile exit sign with raised characters and braille is provided at the exit door. Mount the sign between 48" - 60" above the finished floor located on the latch side of the door. If or when the illuminated exit sign is repaired or replaced, provide an illuminated sign with the International Symbol of Accessibility (ISA).	1	302 -	\$302
											<b>302</b>	
8	North Egress by Craft and Activities Room	1		Means of Egress	N/A		Tactile exit sign not provided Illuminated ISA symbol not provided (MAAB)	- -	Ensure that a tactile exit sign with raised characters and braille is provided at the exit door. Mount the sign between 48" - 60" above the finished floor located on the latch side of the door. If or when the illuminated exit sign is repaired or replaced, provide an illuminated sign with the International Symbol of Accessibility (ISA).	1	302 -	\$302
											<b>302</b>	
9	Dining Room, South Egress	1		Means of Egress	N/A		Tactile exit sign not provided Directional sign to accessible emergency exit not provided	- -	Ensure that a tactile exit sign with raised characters and braille is provided at the exit door. Mount the sign 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	302 302	\$604
											<b>604</b>	
<div style="border: 1px solid black; padding: 2px;"> <span style="font-size: 0.8em;">Interior Access Route</span> </div>												
10	Dining Room	1		Interior Access Route	N/A		Obstructed by protruding objects	12"	Provide a cane-detectable barrier underneath the counter that is no higher than 27" above the finished floor. We recommend creating the barrier so that there is still 27" high of knee clearance.	1	398	\$398
											<b>398</b>	

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
<b>Doors, Doorways, &amp; Gates</b>												
11	Dining Room	1		Doors, Doorways, & Gates	Meeting Room		Clear width at door < 32"	29.5"	Widen the door so that there is 32" min. clear width.	1	4376	\$4376
											<b>4376</b>	
12	Activities Room	1		Doors, Doorways, & Gates	Other		Maneuvering clearance(s) not provided	8"	Relocate the trash can to provide maneuvering clearance at the push-side of the door.	1	Labor	Labor
13	Dining Room	1		Doors, Doorways, & Gates	Meeting Room		Maneuvering clearance(s) not provided	-	Relocate the cabinet to provide maneuvering clearance at the doorway.	1	Labor	Labor
14	West Egress, Staff and Volunteer Food Pantry	1		Doors, Doorways, & Gates	Emergency Egress		Maneuvering clearance(s) not provided	8"	Relocate the fire extinguisher to provide maneuvering clearance at the push-side of the door.	1	Labor	Labor
15	Activities Room	1		Doors, Doorways, & Gates	Other		Clear width at door < 32" Maneuvering clearance(s) not provided	28" -	Widen the door so that there is 32" min. clear width. Relocate the chairs to provide maneuvering clearance at the pull-side of the door.	1	4376 Labor	\$4376
											<b>4376</b>	





ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
16	Craft Room	1		Doors, Doorways, & Gates	Classroom		Clear width at door < 32" Maneuvering clearance(s) not provided	29" -	Widen the door so that there is 32" min. clear width. Relocate the trash can and chairs to provide maneuvering clearance at the pull-side of the door.	1	4376 Labor	\$4376
<b>4376</b>												
17	West Egress, Staff and Volunteer Food Pantry	1		Doors, Doorways, & Gates	Emergency Egress		Door requires > 15 lbs. of force to open	25 lbs	Adjust closers so doors do not require more than 15 pounds of force to open.	1	Labor	Labor
<b>Signage</b>												
18	Main Entrance	1		Signage	Designation		Signage is not provided	-	Provide a designation sign, located on the latch side of the door, that includes text with raised characters duplicated in braille on the sign.	1	450	\$450
<b>450</b>												
19	Staff and Volunteer Food Pantry	1		Signage	Designation		Signage is not provided	-	Provide a designation sign, located on the latch side of the door, that includes text with raised characters duplicated in braille on the sign.	1	302	\$302
<b>302</b>												
20	Activities Room	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 a designation sign, located on the latch side of the door, that includes text with raised characters duplicated in braille on the sign.	1	302 Labor	\$302
<b>302</b>												

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
21	Craft Room	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>	- - -	Provide a designation sign, located on the latch side of the door, that includes text with raised characters duplicated in braille on the sign.	1	302 Labor	\$302
22	Dining Room	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>	- - -	Provide a designation sign, located on the latch side of the door, that includes text with raised characters duplicated in braille on the sign.	1	302 Labor	\$302
23	Single-User Toilet Room (Inaccessible)	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>	- - -	Provide a designation sign, located on the latch side of the door, that includes text with raised characters duplicated in braille on the sign.	1	302 Labor	\$302
24	Men's Single-User Toilet Room	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	Labor	Labor
25	Women's Single-User Toilet Room	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	Labor	Labor

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
<b>Dining or Work Surfaces</b>												
26	Staff and Volunteer Food Pantry	1		Dining or Work Surfaces	Work Surface		Knee or toe clearance not provided	24"	Provide at least one work surface with 27" min. high knee and toe clearance.	1	910	\$910
											<b>910</b>	
<b>Toilet &amp; Bathing Rooms</b>												
<b>Overall Access</b>												
27	Single-User Toilet Room (Inaccessible)	1		Overall Access	Toilet Room		Turning space not provided Accessible plumbing fixtures or stalls not provided	- -	Provide a directional sign to the accessible toilet.	1	302	\$302
											<b>302</b>	
<b>Lavatory</b>												
28	Men's Single-User Toilet Room	1		Lavatory	N/A		Toe or knee clearances not provided Plumbing underneath is exposed	22" -	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	2192 92	\$2284
											<b>2284</b>	
29	Women's Single-User Toilet Room	1		Lavatory	N/A		Toe or knee clearances not provided Plumbing underneath is exposed	22.25" -	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	2192 92	\$2284
											<b>2284</b>	



ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
<b>Single-User Toilet</b>												
30	Men's Single-User Toilet Room	1		Single-User Toilet	N/A		Toilet seat < 17" or > 19" high Flush control not on open side Centerline < or > 18" (MAAB) Side grab bar < 54" from back wall Side or rear grab bar < 33" or > 36" high	14" - 14.5" 44" 29"	Install a toilet with a seat between 17"- 19" high above the finished floor. Relocate the flush control to the open side. Relocate toilet so that the centerline is 18" from the side wall. Provide a side wall grab bar that is 42" long min. located 12" max. from the rear wall. Mount grab bars 33"- 36" above the finished floor.	1	2816 486 3676 459 459	\$7896
31	Women's Single-User Toilet Room	1		Single-User Toilet	N/A		Toilet seat < 17" or > 19" high Flush control not on open side Centerline < or > 18" (MAAB) Side grab bar < 54" from back wall Side or rear grab bar < 33" or > 36" high	14.5" - 14.75" 43" 29"	Install a toilet with a seat between 17"- 19" high above the finished floor. Relocate the flush control to the open side. Relocate toilet so that the centerline is 18" from the side wall. Provide a side wall grab bar that is 42" long min. located 12" max. from the rear wall. Mount grab bars 33"- 36" above the finished floor.	1	2816 486 3676 459 459	\$7896
<b>Dispensers</b>												
32	Men's and Women's Single-User Toilet Room	1		Dispensers	Paper Towel Dispenser		Dispenser acts as a protruding object	8"	Ensure the trash can remains underneath the paper towel dispenser to act as a cane-detectable barrier for the dispenser.	2	Labor	Labor
<b>Additional Access</b>												
<b>Drinking Fountains</b>												
33	By Dining Room	1		Drinking Fountains	Hi-Lo		Knee or toe clearance not provided	22.5"	Provide knee and toe clearance, 27" min. high at drinking fountain for seated users.	1	2636	\$2636
<b>Inclusive Design</b>												

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
<b>Single-User Toilet</b>												
34	Men's Single-User Toilet Room	1		Single-User Toilet	N/A			-	Recommend providing lighting with a higher lux level within the toilet room.	1	-	-
<b>Best Practice</b>												
<b>Assembly Area</b>												
35	Dining Room	1		Assembly Area	Podium			-	Recommend providing an adjustable height podium with knee and toe clearance.	1	-	-
<b>Exterior Access Route</b>												
36	East Parking Lot	Ext.		Exterior Access Route	Exterior			-	Recommend striping (ladder-style) to the walkway for the accessible route to the main entrance.	1	-	-
<b>Parking</b>												
37	East Parking Lot	Ext.		Parking	N/A			-	As this is the Council on Aging and a number of visitors will be older with concurrent disabilities, IHCD recommends providing additional accessible parking spaces greater than the amount required in the ADA and 521 CMR.	1	-	-