

# Westwood Fire Department – Main Fire Station



## Town of Westwood ADA Transition Plan

May 2023



Institute for Human Centered Design

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

### Background

Year Built: 1952    Year Renovated: 1974

The main fire station of the Westwood Fire Department, located at 637 High Street, is a two-story building, with both floors accessible to the public. Outside the fire station, there is a parking lot on the east side, a parking lot on the west side, and a set of stairs on the north side.

The fire station has one (1) accessible main entrance, which is accessed from High Street. There is one (1) accessible secondary entrance on the west side of the building. Additionally, there is a secondary inaccessible exit located on the northwest side of the building. A set of stairs provides vertical circulation between the basement and first floor.

Areas surveyed that are open to the public on the first floor include the lobby, dispatch, apparatus/truck bay, and two (2) identical single-user toilet rooms near the day room. Areas surveyed in the basement include the Fire Prevention office, Assistant Chief's office, and Emergency Medical Coordinator's office.

### Key Accessibility Issues

#### Exterior Routes

Accessibility issues include a lack of an accessible route to the main entrance from the parking lot located on the east side of the building.

#### Exterior Stair

Accessibility issues with the staircase located on the north side of the building include that it is not maintained in operable working condition and it lacks handrails on both sides.

#### Parking

Accessibility issues in the east parking lot include lack of one (1) van accessible parking space with marked access aisle and an identification sign with the International Symbol of Accessibility (ISA) and the designation "Van Accessible" located at the head of the parking space.

Accessibility issues in the west parking lot include lack of one (1) van accessible parking space with marked access aisle and an identification sign with the International Symbol of Accessibility (ISA) and the designation "Van Accessible" located at the head of the parking space.

#### Signage

Accessibility issues include lack of interior and exterior designation signs with raised characters and braille, 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 north egress door directing visitors to an accessible means of egress.

\* **Note:** When or if an illuminated exit sign is provided, provide an illuminated sign with the International Symbol of Accessibility (ISA).

#### Doors and Doorways

Accessibility issues include doors that lack compliant hardware, lack maneuvering clearance, thresholds that are higher than allowed, lack of the minimum required width at the door to the single-user toilet room, and interior doors requiring opening force greater than allowed.

**Note:** Rather than altering the threshold height of the doors that go between the apparatus room and the stairs to the basement and the main office, the fire department can achieve program access by having fire department staff from the basement offices meet with the public in an accessible area on the first floor.

#### Single-User Toilet Room

Accessibility issues include lack of a compliant single-user toilet room with an audible and visual fire alarm. Additionally, the coat hook is mounted higher than allowed. At least one (one) of the toilet rooms should be brought into compliance. After that toilet room is brought into full compliance, signage with the International Symbol of Accessibility (ISA) should be provided at the accessible single-user toilet room, and directional signage to the accessible toilet room should be provided at the inaccessible toilet room.

## Westwood Fire Department – Main Fire Station

### Vertical Circulation

Accessibility issues include lack of an accessible means of vertical access between the basement and the first floor. To achieve program access, IHCD recommends ensuring that staff in the basement offices are able to meet with the public in an accessible location on the first floor.

### Interior Stairs

Accessibility issues with the interior stair include handrails that are mounted higher than allowed, lack handrail extensions and lack of continuous handrails.

### **Additional Accessibility Issues**

- One (1) service counter is located higher than the maximum height allowed.

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

- Provide one (1) curb ramp near the main entrance: \$3,640
- Renovate parking spaces: \$4,810
- Renovate stairs: \$11,544
- Renovate doors: \$14,143
- Renovate signage: \$3,014
- Renovate one (1) service counter: \$880
- Renovate single-user toilet room: \$32,135

**Total: \$70,166\***





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






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


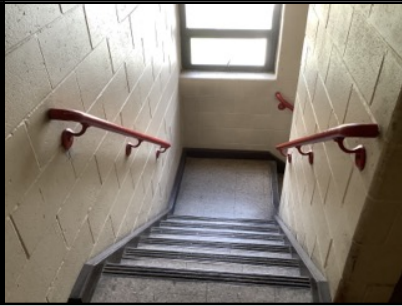
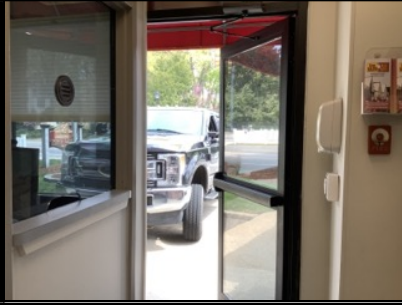


Best practice and inclusive design recommendations include elements that are not required in the standards but may create enhanced experiences for all users.


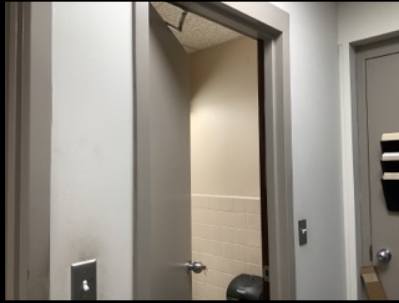
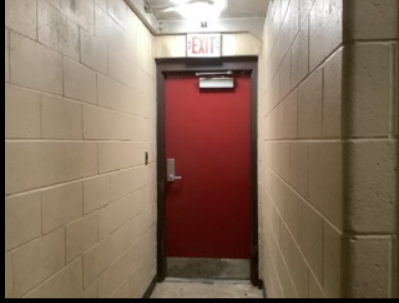
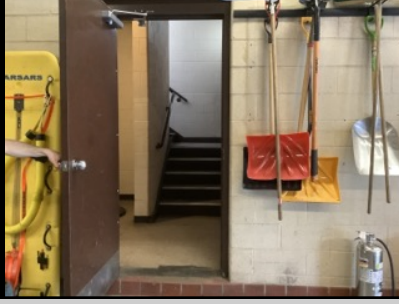

- At the slight transition in the apparatus truck bay from the driveway, recommend painting the transition a contrasting color, to prevent members of the public from tripping.

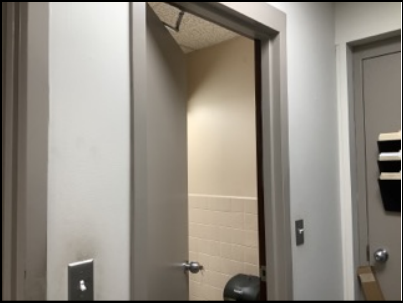




- At the service counter in the lobby, recommend providing an additional speak-through hole at a lower height for wheelchair users and persons of short stature.
- Recommend providing contrast strips on the treads of the exterior stair.

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
<div style="border: 1px solid black; padding: 2px;">Approach and Entrance</div>												
<div style="border: 1px solid black; padding: 2px;">Exterior Access Route</div>												
1	Apparatus Bay (Truck Bay)	1		Exterior Access Route	Exterior		Surface openings > 1/2"	1.5"	Repair the surface opening to be 1/2" max. wide at the transition from the exterior to the apparatus bays.	1	-	-
2	East Parking Lot to Main Entrance	Ext.		Exterior Access Route	Walkway		Accessible route not provided	-	Ensure an accessible route is provided to the main entrance from the parking lot. Cost estimate is for a curb ramp.	1	3640	\$3640
											<b>3640</b>	
<div style="border: 1px solid black; padding: 2px;">Off-Street Parking Lot or Garage</div>												
3	East Parking Lot	Ext.		Off-Street Parking Lot or Garage	Visitor		Total # of parking Total # of designated car accessible parking spaces Total # of designated van accessible spaces Van space < 132" or <96" wide Access aisle not provided Sign with the International Symbol of Acc. not provided Sign does not have the designation "Van Accessible"	3 0 0 - - -	Provide a van accessible space and marked access aisle that are both at least 96" wide. Provide a sign with the International Symbol of Accessibility (ISA) 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	2405	\$2405
											<b>2405</b>	
4	West Parking Lot	Ext.		Off-Street Parking Lot or Garage	Visitor		Total # of parking Total # of designated car accessible parking spaces Total # of designated van accessible spaces Van space < 132" or <96" wide Access aisle not provided Sign with the International Symbol of Acc. not provided Sign does not have the designation "Van Accessible"	10 0 0 - - -	Provide a van accessible space and marked access aisle that are both at least 96" wide. Provide a sign with the International Symbol of Accessibility (ISA) 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	2405	\$2405
											<b>2405</b>	

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
<b>Exterior Stair</b>												
5	North Exterior Stair	Ext.		Exterior Stair	N/A		Not maintained in operable working condition	-	Repair the crack and missing portion of the stair tread to ensure stairs are maintained in operable working condition.	1	-	-
6	North Exterior Stair	Ext.		Exterior Stair	N/A		Handrails not provided	-	Provide handrails on both sides of the stair.	2	2886	\$5772
											<b>5772</b>	
<b>Access to Goods and Services</b>												
<b>Means of Egress</b>												
7	Main Egress Door	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. When or if an illuminated exit sign is provided, provide an illuminated sign with the International Symbol of Accessibility (ISA).	1	302 -	\$302
											<b>302</b>	
8	West Egress	B		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. When or if an illuminated exit sign is provided, provide an illuminated sign with the International Symbol of Accessibility (ISA).	1	302 -	\$302
											<b>302</b>	
9	Northwest Egress Door	B		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>	



ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
<b>Interior Access Route</b>												
10	Dispatch to Apparatus Bay (Truck Bay)	1		Interior Access Route	N/A		Route < 36" wide	24.5"	Relocate the tan cabinet to ensure that a clear width of 36" min. is maintained at the accessible route.	1	Labor	Labor
11	To Fire Prevention/ Basement			Interior Access Route	N/A		Accessible vertical route not provided	-	To achieve program access, IHCD recommends that staff from offices in the basement meet with members of the public on the first floor.	1	-	-
<b>Doors, Doorways, &amp; Gates</b>												
12	Main Egress Door	1		Doors, Doorways, & Gates	Emergency Egress		Maneuvering clearance(s) not provided	-	Provide an automatic door opener.	1	3978 -	\$3978
											<b>3978</b>	
13	Dispatch to Apparatus Bay (Truck Bay)	1		Doors, Doorways, & Gates	Toilet Room		Hardware not compliant		Provide hardware that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist.	1	629	\$629
											<b>629</b>	
14	From Stair to Assistant Chief's Office and West Egress	B		Doors, Doorways, & Gates	Circulation		Hardware not compliant	-	Provide hardware that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist.	1	629	\$629
											<b>629</b>	

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
15	To Dispatch	1		Doors, Doorways, & Gates	Circulation		Maneuvering clearance(s) not provided Hardware not compliant	10" -	Reverse the swing of the door to provide maneuvering clearance. Provide hardware that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist.	1	2449 629	\$3078
											<b>3078</b>	
16	Single-User Toilet Room	1		Doors, Doorways, & Gates	Toilet Room		Clear width at door < 32" Threshold > 1/2" high Hardware not compliant Door requires > 5 lbs. of force to open	27" 0.75" - 13 lbs	Widen the door so that there is 32" min. clear width. Alter the threshold to be 1/2" high max. Provide hardware that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist. Adjust closers so doors do not require more than 5 pounds of force to open.	1	4376 195 629 Labor	\$5200
											<b>5200</b>	
17	Northwest Egress Door	B		Doors, Doorways, & Gates	Emergency Egress		Door requires > 5 lbs. of force to open	-	Adjust closers so doors do not require more than 5 pounds of force to open.	1	Labor	Labor
18	Apparatus Bay (Truck Bay) to Stair	1		Doors, Doorways, & Gates	Circulation		Threshold > 1/2" high Hardware not compliant Door requires > 5 lbs. of force to open	4.75" - 14 lbs	Rather than altering the threshold, the fire department can achieve program access by having fire department staff from the basement offices meet with the public in an accessible area on the first floor. Provide hardware that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist. Adjust closers so doors do not require more than 5 pounds of force to open.	1	629 Labor	\$629
											<b>629</b>	
<b>Stairways</b>												
19	Staircase			Stairways	Egress		Handrail height < 34" or > 38" Handrails do not extend 12" from stairs Handrails not continuous where required	39" - -	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 at least 12" plus the width of one tread depth beyond the last riser. Provide continuous handrails.	2	Labor 2886	\$5772
											<b>5772</b>	

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
<b>Signage</b>												
20	Single-User Toilet Room	1		Signage	Designation		Signage is not provided	-	Locate compliant signage with raised characters and braille alongside the door on the latch side. After the single-user toilet room is brought into full compliance, provide a sign with the International Symbol of Accessibility.	1	302	\$302
											<b>302</b>	
21	Assistant Chiefs Office	B		Signage	Designation		Signage is not provided	-	Locate compliant signage with raised characters and braille alongside the door on the latch side.	1	302	\$302
											<b>302</b>	
22	Main Entrance	Ext.		Signage	Designation		Signage is not provided	-	Locate compliant signage with raised characters and braille alongside the door on the latch side.	1	450	\$450
											<b>450</b>	
23	West Secondary Entrance and Northwest Egress Door	Ext.		Signage	Designation		Signage is not provided	-	Locate compliant signage with raised characters and braille alongside the door on the right side of the double doors.	1	450	\$450
											<b>450</b>	
<b>Service Counter</b>												
24	Lobby	1		Service Counter	N/A		Counter > 36" high	44.5"	Provide a counter that is 36" max. above the finished floor.	1	880	\$880
											<b>880</b>	
<b>Toilet &amp; Bathing Rooms</b>												

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
<b>Overall Access</b>												
25	Single-User Toilet Room	1		Overall Access	Toilet Room		Turning space not provided Accessible plumbing fixtures or stalls not provided Audible and visible alarm not provided	51" - -	Renovate the single-user toilet room to ensure that there is 60" wide min. and 72" deep min. clear floor space at the toilet and turning space. When fire system is updated, ensure that a visible and audible fire alarm is installed.	1	31985 -	\$31985
											<b>31985</b>	
26	Single-User Toilet Room	1		Overall Access	Toilet Room		Sign to accessible toilet not provided		At the single-user toilet room that is not brought into full compliance, provide a directional sign indicating the location of the nearest accessible toilet or bathing room.	1	302	\$302
											<b>302</b>	
<b>Single-User Toilet</b>												
27	Single-User Toilet Room	1		Single-User Toilet	N/A		Hook located > 54" high	70.5"	Locate the coat hook no higher than 48" above the finished floor.	1	150	\$150
											<b>150</b>	
<b>Best Practice</b>												
28	Apparatus Bay (Truck Bay)	1						-	At the slight transition in the apparatus truck bay from the driveway, recommend painting the transition a contrasting color, to prevent members of the public from tripping.	1	-	-



ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
<b>Speak-Through-Hole</b>												
29	Lobby	1		Speak-Through-Hole	N/A			64.5"	Recommend providing an additional speak-through hole at a lower height for wheelchair users and persons of short stature.	1	-	-
<b>Stairs</b>												
30	North Exterior Stair	Ext.		Stairs	Exterior			-	Recommend providing contrast strips on the treads of the exterior stair.	1	-	-