

CITY OF OJAI



SELF-EVALUATION AND TRANSITION PLAN FOR PUBLIC ACCESS AND
TRANSPORTATION PORTION OF CITY OF OJAI COMPLIANCE
WITH THE AMERICANS WITH DISABILITIES ACT (ADA) AND
SECTION 504 OF THE REHABILITATION ACT OF 1973

Updated December 13, 2013

Adopted by City Council on February 11, 2014



Table of Contents

INTRODUCTION 1

ADA REQUIREMENTS 2

APPLICABLE CODES AND REGULATIONS 3

CURRENT STATE ACCESSIBILITY REQUIREMENTS 4

PLAN DEVELOPMENT 4

ACCESS DEFINED 5

ACCESSIBILITY EVALUATION 5

PRIORITIES..... 6

 Structure types (listed from the highest to the lowest priority): 7

 Barrier Removal (listed from the highest to the lowest priority):..... 7

MUNICIPAL SITES..... 8

ACTION PLAN 8

CONSUMER ACCESSIBILITY SURVEYS 8

PLAN SCHEDULE AND BUDGET 9

ADA Transition Plan Public Review & Comment Period 10

ADA Grievance Procedures 11

CONCLUSION 12

APPENDIX A-1 14

 Parking Lots and Parkways Accessibility Evaluation Report 14

APPENDIX A-2 18

 Sidewalk and Curb Evaluation Samples 18

APPENDIX B 21

 Persons or agencies provided opportunity to comment on Transition Plan..... 21

APPENDIX C 22

 Public Comment Summary 22

CITY OF OJAI TRANSPORTATION PORTION OF



ADA COMPLIANCE SELF-EVALUATION & TRANSITION PLAN

Updated December 13, 2013

APPENDIX D..... 23

 City of Ojai Pedestrian Survey..... 23

APPENDIX E 28

 City of Ojai Department of Public Works Grievance Procedures and Instructions 28

 City of Ojai, Department of Public Works – ADA Complaint / Grievance Form 29

 Curb Ramp Evaluation Form 32

APPENDIX G..... 34

 Audible Pedestrian Signal Evaluation..... 34

APPENDIX H..... 36

 To be filled out for every ramp constructed in City right-of-way. 36

APPENDIX I 38

 To be filled out for every sidewalk constructed in City right-of-way. 38



INTRODUCTION

The Americans with Disabilities Act (ADA) provides comprehensive civil rights protection to individuals in the area of employment, public accommodations, state and local government services, and telecommunications. A primary focus of the ADA is the equal participation of individuals with disabilities in the “mainstream” of American society. Title II of the Act took effect on January 26, 1992 and covers programs, activities and services of public entities, including the City of Ojai. Most requirements of Title II are based on Section 504 of the Rehabilitation Act of 1973, which prohibits discrimination on the basis of disabilities in federally assisted/funded programs and activities. However, the ADA and Title II extend Section 504 non-discrimination requirements to all activities of public entities, not just those that receive Federal financial assistance as is the case with Section 504.

The primary focus of this portion of the Transition Plan is to address the elements associated with the physical environment of City public right of way, pedestrian paths and parking to assure compliance with the ADA. Prior to preparing this Transition Plan, the City completed a physical accessibility survey and evaluation of all its public right of ways, parking lots and pedestrian walkways. The result of this survey, which acts as the foundation for this Transition Plan, is the *Parking Lot and Parkways Accessibility Evaluation Report* (Appendix A-1) and *Sidewalk and Curb Evaluation Samples* (Appendix A-2). Separate from this Transition Plan, the City will continue to conduct an ongoing Self-Evaluation and in order to develop ADA/Section 504 policies and procedures to ensure City services, programs and activities, and City infrastructure such as roadways and sidewalks are also accessible to individuals with disabilities.

Although the Transition Plan has been prepared to comply with the ADA, the Plan addresses the requirements for compliance with Section 504 of the Rehabilitation Act. Whenever there is a reference for compliance with the ADA, the reference also applies to Section 504 compliance. Accessibility provisions of Chapter 11 B of the California Building Code, which are more stringent than federal accessibility codes, also apply and will be pertinent to new construction and modifications.

The City of Ojai is an older city with much of its infrastructure constructed prior to the ADA (January 26, 1992), including some constructed prior to the accessibility provisions

CITY OF OJAI TRANSPORTATION PORTION OF



ADA COMPLIANCE SELF-EVALUATION & TRANSITION PLAN

Updated December 13, 2013

of Chapter 11 B of the California Building Code (1982). The City has attempted to retrofit public use areas to comply with applicable ADA requirements. Due to topography, at some places full ADA compliance is not an option; in such cases the City shall comply as fully as possible and will seek equivalent facilitation.

Anytime the City uses federal money to improve streets, such improvement must include upgraded ADA compliance. Several of the residential areas constructed during the 1970s provided curb ramps that are not in compliance with later ADA standards. As these areas already provide an element of accessibility, replacement of these ramps may not require the same priority as areas without curb ramps. The Golden West tract is an example of a residential area with these earlier California ramps.

ADA REQUIREMENTS

In accordance with Title II of the ADA, a public entity may not deny the benefits of its programs, activities, or services to individuals with disabilities, except where to do so would result in a fundamental alteration in the nature of the program or undue financial and administrative burdens. This standard, known as “program accessibility” applies to all existing facilities of a public entity. Under this standard the City of Ojai is not necessarily required to make all its facilities or every part of a single facility accessible. Notwithstanding this, during alterations and new construction the City has consistently pursued full accessibility of its facilities, and will continue to address facility modifications as effectively and timely as possible.

Program accessibility may be achieved by a number of methods, including but not limited to: alteration of existing facilities by removing architectural barriers; relocation of activities or services from an inaccessible location or building; redesign of equipment; assignment of aides to beneficiaries; and the delivery of services at alternate accessible sites. The selected method of providing program access will be prioritized to maximize benefit to the largest number of individuals with disabilities and to assure interaction among all users, including individuals with disabilities.

Consistent with ADA requirements this Plan includes:

- examples and a listing of many of the physical barriers in the public right of way and City owned parking and pedestrian areas that limit accessibility to its



programs, activities, or services to individuals with disabilities. (Appendix A-1 and A-2);

- a description of the priorities that will be used to remove the barriers;
- a schedule for taking the necessary steps to comply with Title II of the ADA and the interim steps that will be taken until such time as full compliance can be achieved;
- identification of the official responsible for implementing the Transition Plan; and
- identification of the persons or groups who were provided opportunity to comment on the Plan (Appendix B);

The removal of all barriers in the Plan will be completed as expeditiously as possible. In addition, the City conducted a public meeting so that interested persons, including individuals with disabilities or organizations representing individuals with disabilities, were provided with the opportunity to comment on the Transition Plan.

This Plan may be made available for public inspection.

APPLICABLE CODES AND REGULATIONS

The State has amended and adopted the 2009 International Building Code to create the 2010 California Building Code (CBC), which is Part 2 of Title 24. The Initial survey of the City building was completed while the 1991 Uniform Building Code was the applicable code. The list of state codes applicable to this project includes the following:

- California Building Code (CBC 2010), Title 24, Part 2
- California Electrical Code (CEC 2010), Title 24, Part 3
- California Mechanical Code (CMC 2010), Title 24, Part 4
- California Plumbing Code (CPC 2010), Title 24, Part 5
- California Energy Code (CC 2010), Title 24, Part 6



State Elevator Safety Regulations (2010), Title 24, Part 7

California Fire Code (CFC 2010), Title 24, Part 9

State References and Standards (2010), Title 24, Part 12

CURRENT STATE ACCESSIBILITY REQUIREMENTS

The State of California developed accessibility standards in the 1970s based upon ANSI 117.1, first published in 1961. The current State regulations for accessibility are found in Chapter 11 B of the 2010 California Building Code (CBC), and any supplemental requirements contained in Cal-DAG 2010 – California Disabled Accessibility Guidebook (Interpretive Manual & Checklist).

PLAN DEVELOPMENT

This portion of the Transition Plan assesses the impact that exterior architectural barriers have on program accessibility, describes barrier removal solutions, and proposes funding sources for their correction. It also provides a recommended schedule for their removal, and sets priorities to complete the work. The effort to enhance accessibility is an ongoing process and includes the City's commitment to include ADA modifications as part of its major renovations and improvements.

The following are the City's overall objectives and the basis for this Transition Plan for exterior facilities:

- Identify the facilities to be surveyed.
- Perform a visual survey of representative samples of disabled access barriers to the elements considered public right of way and parking, and create an Accessibility Evaluation Report. (Appendix A-1 and A-2.)
- Develop a listing of corrective actions required to be in compliance with the ADA/Section 504. (Appendix A-1 and A-2.)
- Prioritize and recommend a schedule for the necessary actions to implement accessibility compliance modifications.



- Maintain an on going program to monitor and address implementation of this Transition Plan for disabled access.

ACCESS DEFINED

This Transition Plan includes a listing of the modifications required to attain program accessibility and the steps required to improve accessibility in the public way, parking and City park pedestrian paths. In addition, the Transition Plan identifies the appropriate level of access to be obtained. The philosophy and rationale for identifying and defining access was predicated on a combination of factors including the elements identified as physical modifications essential to achieve program accessibility based on the degree to which they foster integration and encourage interaction among all users based on the priorities discussed earlier in the report. As a result, the appropriate level of access level has been defined as follows:

- at least one accessible route to the building from an accessible parking area and/or public transportation stop;
- at least one accessible entrance to the building;
- at least one pair of accessible toilet facilities in each public park;
- at least one accessible drinking fountain in each public park;
- accessible key routes between buildings on a common site; and
- accessible graphics, including raised letters and Braille signage.

ACCESSIBILITY EVALUATION

The City of Ojai retained Stuart Consulting Services to assist in performing an accessibility evaluation of City public facilities. The evaluation included a visual survey of the City parking, curb cuts, and pedestrian routes of travel, which resulted in this Accessibility Evaluation Report. The intent of the evaluation was to identify features in the City public right of way that do not comply with the accessibility requirements of the Americans with Disabilities Act of 1990, and when applicable, the more stringent

CITY OF OJAI TRANSPORTATION PORTION OF



ADA COMPLIANCE SELF-EVALUATION & TRANSITION PLAN

Updated December 13, 2013

California Building Code (CBC). This process began in early 2012, and is the basis for this portion of the Transition Plan and how the City will comply with the ADA/Section 504.

Since preparation of the Accessibility Evaluation the City has made numerous facility improvements to address these issues and continues to fund accessibility improvements through its Facilities Renovation Fund and facility remodel and expansions.

The main portion of the Accessibility Evaluation Report contains information regarding requirements for new construction, alterations and additions, and information regarding the removal of barriers in the existing public right of ways. The report includes a summary of the overall accessibility of each area inspected, and a summary of the applicable codes.

In an effort to effectively meet ADA standards in evaluating and addressing deficiencies, the City has created priorities for implementing improvements. The basis for the City's priorities is taken from the information relating to Title III/Public Accommodations. In conformance with Title III, public priorities have been developed to accommodate building areas that deal with, or provide goods and services to, the general public. The priorities also consider budgetary constraints and are intended to help the City evaluate and develop a program for compliance with the ADA.

PRIORITIES

According to the results of our public comments program, Ojai's number one priority should be accessible parking at the public Post Office. Public transportation also represents a significant resource for persons with disabilities. Therefore walkways and curbs leading to bus and trolley stops should be a particularly high priority.

Areas of high pedestrian use such as sidewalks at the Arcade and other downtown areas should be maintained at a high level to accommodate persons with sight as well as mobility disabilities. The recently repaired sidewalk/ramp in the Arcade plaza provides a good example. These areas should be continuously monitored and re-evaluated.

Truncated domes should be placed at all locations where a pedestrian path crosses City streets along the bike/equestrian trail that passes through the City.

CITY OF OJAI TRANSPORTATION PORTION OF



ADA COMPLIANCE SELF-EVALUATION & TRANSITION PLAN

Updated December 13, 2013

Audible signal locators should be evaluated for replacements at all pedestrian crossings currently controlled with signal lights.

While all intersections and ramps are important and should be upgraded to current standards at the earliest achievable time, the curb cut ramp on the corner of the Post Office presents particular concern due to the high traffic of this area, along with this ramp's excessive slopes and inadequate landing.

Another crossing at Park Road and East Ojai Avenue presents a significant problem for persons with disabilities, where a utility pole and fire hydrant restrict access to the ramp on the north side of this intersection; and the south side of this intersection does not have a curb cut ramp, so that persons with disabilities must leave the crosswalk to use a driveway so as to get back onto the sidewalk.

Note: both the curb cut ramp on the corner of the Post Office and intersection of Park Road and East Ojai Avenue are within California State Highway 150 right of way.

Many of the existing curb cut ramps within the City's right of way were built according to codes and standards governing their construction at a time prior to enactment of the American with Disabilities Act. While they must eventually be replaced, these "California style" curb ramps provide an element of accessibility. Prior to replacing these curb cut ramps the City should perform an evaluation of the level of use, as the disabled community may be better served by directing resources to other areas that lack any type of accessible curb ramp.

Examples of effectively increasing access at lower cost would include: grinding transition points at the bottom of ramps; repairing cracks in sidewalks; and placing truncated domes at pedestrian street crossings.

Structure types (listed from the highest to the lowest priority):

1. High Public use with regular ongoing public programs.
2. Some public use with occasional public programs.
3. Limited public use.
4. Employee only access.

CITY OF OJAI TRANSPORTATION PORTION OF

ADA COMPLIANCE SELF-EVALUATION & TRANSITION PLAN

Updated December 13, 2013



Barrier Removal (listed from the highest to the lowest priority):

1. Access to the building, including public sidewalks, parking, or path of travel from public transportation.
2. Access to programs, services and activities.
3. Access to public toilet rooms.

MUNICIPAL SITES

The following list of facilities was included in the Accessibility Survey:

- City parking lots
- City parks
- City sidewalks and paths of pedestrian travel

ACTION PLAN

Recognizing that compliance is an ongoing responsibility, the City is utilizing available resources to comply with the requirements of the ADA and Section 504. The majority of capital improvements since the enactment of the State accessibility requirements in 1982 and the ADA on January 1992 have been directed toward compliance with requirements at the time of installation, however, changes in regulations and standard of care have created additional requirements. As required by the ADA the City has identified the Director of Public Works as the ADA Coordinator to assist with this task.

The City annually budgets funds to assure timely implementation of barrier removal. These improvements will be made based upon the priorities discussed above.

Whenever public funds are used to perform an alteration in the public right of way, all elements of accessibility should be reviewed and brought into compliance at that time.



CONSUMER ACCESSIBILITY SURVEYS

It is recommended that the City maintain a continuing public outreach component informing the public of the progress made under the ADA Implementation Plan as part of its overall public participation activities. The City and Public Works web sites would likely be the most effective way to continue this outreach effort. The City should also continue to invite the public to request curb ramps, accessible pedestrian signals and other accessibility-related improvements, and inform the public that such requests will be objectively evaluated for construction or reconstruction. If a curb ramp is requested, the evaluation should consist of the requested curb ramp as well as the entire intersection at which the curb ramp is located. Any existing curb ramp should be evaluated for usability and safety in determining the usable path of travel through that intersection.

As part of the public participation process, the *City of Ojai Pedestrian Survey* attached (Appendix D) is attached for distribution to community members and the general public. This survey was distributed prior to the first public meeting held August 21, 2013 at 3:30 pm at The Gables, 701 N Montgomery St., Ojai, CA 93023. Prior notice regarding this meeting was published in a local newspaper. Additionally Help of Ojai and the Ojai Trolley distributed 60 postage paid post card questionnaires.

The *City of Ojai Pedestrian Survey* can also be made available on the City's web site and provided to various community groups. Upon request the survey contents can be made available in alternative formats for the visually impaired. The survey asks a variety of questions about experiences that all pedestrians, including persons with disabilities, have encountered along City sidewalks within the public right-of-way, and solicits opinions regarding existing conditions and suggestions for improvements. This survey can be used to better understand existing pedestrian and accessibility conditions, and how the community can be better served when using the City's sidewalks.

Statistically valid results will not necessarily be drawn from the survey results because the pedestrian respondents are not randomly selected. Nevertheless, respondent pedestrians provide a broader picture of pedestrian activity in the City. Since respondents were "self selected," when interpreting these observations, consideration should be also be given to the probability that respondents are more likely to travel longer distances and for more purposes than the average resident in the City.



Processes and forms for evaluating citizens' requests are included at the end of this section.

PLAN SCHEDULE AND BUDGET

Given the scope and variety of physical modifications contained in this Transition Plan, the completion schedule will be based on the availability of funds, the severity of the barrier and available resources. For example: the recent renovation of the Libbey bowl incorporated barrier removal as part of its improvements; and the recent ramp repairs to the sidewalk connecting businesses in the Arcade have increased accessibility for persons with disabilities.

The City has been able to achieve the highest level of improvements in the most cost efficient and effective manner by doing the ADA improvements at the time of facility and right of way renovations. Moreover, based on available funding, barriers that require little expenditures and bring the greatest amount of accessibility to the public will be addressed as soon as practical. The City has included \$10,000 per year in the Public Works budget for funding ADA improvements as part of its Facility Replacement Fund, which has been established to meet the cost of needed facility improvements including the removal of physical barriers.

As State Highways 33 and 150 provide major pedestrian paths through the City, the Public Works department shall seek funding through Caltrans' State Highway Operation and Protection Program (SHOPP) funds (pursuant to terms of the 2010 settlement agreement in a class action law suit filed by Californians for Disability Rights, Inc. and California Council of the Blind against Caltrans) to bring all pedestrian paths on those right of ways into ADA compliance. Public Works will incorporate the work proposed by Caltrans into the transition plan schedule.

Pursuant to passage of ADA compliance guidelines, interim measures taken during the transition period will be in accordance with Section 35.150 of the ADA Title II, subtitle A, concerning implementing regulations. This could include, but is not limited to: reassignment of services to accessible facilities, redesign of equipment, assignment of aides to beneficiaries, delivery of services at alternate accessible sites, or use of accessible conveyances. In addition, the City may employ other methods that result in its services, programs and activities being readily accessible to and usable by

CITY OF OJAI TRANSPORTATION PORTION OF



ADA COMPLIANCE SELF-EVALUATION & TRANSITION PLAN

Updated December 13, 2013

individuals with disabilities. The City also intends to regularly update and assess options for removal of physical barriers. All improvements will be coordinated with various City departments including direct supervision by the City Support Services Superintendent.

ADA Transition Plan Public Review & Comment Period

A public entity that employs 50 or more people is required to seek public input on its ADA Transition Plan. While the City of Ojai employs fewer than 50 full time personnel, the City considers public comment as too vital to omit from this portion of the Transition Plan. Beyond the legal requirements and valuable insights from citizens, such input is important in assuring that those affected by the City's programs, services and facilities understand the scope and nature of the City's responsibilities for providing equal access to the public. The transition plan process will span several years, and substantial efforts to obtain public input have already been undertaken during this period.

The issuance of a public draft of the ADA Transition Plan should commence a more formal period of public review and participation. The notice of the issuance of such a draft should be advertised in local publications, and upon issuance, members of the public should be afforded a 30-day comment period to submit written comments.

The draft ADA Transition Plan should be available in alternate formats, and written comments should be received in any alternative formats chosen by respondents. Members of the public should also be afforded the opportunity to make public oral comments about the ADA Transition Plan at a public meeting.

All written public comments received should be incorporated in their entirety into a section of the final ADA Transition Plan. All public comments should be reviewed, analyzed, and incorporated into the text of the final ADA Transition Plan as deemed to be appropriate.

Requests for copies of the ADA Transition Plan should be directed to the **City Clerk, 401 S. Ventura Street, Ojai, CA 93023** and public comments should be directed in writing to City of Ojai ADA Coordinator, **Greg Grant, 408 S, Signal Street, Ojai, CA 93023.**

CITY OF OJAI TRANSPORTATION PORTION OF



ADA COMPLIANCE SELF-EVALUATION & TRANSITION PLAN

Updated December 13, 2013

The ADA Transition Plan will be provided in various alternative formats upon written request.

ADA Grievance Procedures

The ADA states that a public entity is required to apprise the public of the protections against discrimination afforded to them by Title II of the ADA, including information about how Title II requirements apply to its particular programs, services and activities [28 C.F.R. § 35.106]. A public entity is also required to provide an opportunity for interested persons, including individuals with disabilities or organizations representing individuals with disabilities, to participate in the development of policies and procedures that affect the implementation of an ADA self-evaluation and transition plan by submitting comments and making specific recommendations.

A public entity that employs 50 or more persons is required by the ADA to adopt and publish grievance procedures providing for prompt and equitable resolution of complaints alleging any action that would be prohibited by Title II of the ADA. While the City of Ojai employs fewer than 50 full time personnel, the City considers continuing public input as too vital to omit from this portion of the Transition Plan. Recommended City of Ojai Department of Public Works grievance procedures are described at Appendix E. Any person with a disability or any parent or guardian who represents a minor with a disability who believes that they have been the subject of disability-related discrimination on the basis of the denial of access to facilities, programs, or services, may file a grievance.

CONCLUSION

The City will actively pursue the projects in this Transition Plan to eliminate all barriers. The City plans to develop projects especially tailored to the removal of barriers identified in this Transition Plan. When public streets undergo alteration such as resurfacing and curb ramp replacement the City will ensure that the new construction is ADA/Section 504 compliant. In either case, barrier removal project scope and design will follow the applicable codes and regulations under the ADA, Section 504 and the CBC. The specific required code provisions will be determined on a project by project basis. It is the City's

CITY OF OJAI TRANSPORTATION PORTION OF



ADA COMPLIANCE SELF-EVALUATION & TRANSITION PLAN

Updated December 13, 2013

policy that all new construction will be in compliance with the requirements of the ADA/Section 504.

As California Highway 150 runs through the center of Ojai (as Ojai Avenue), several areas needing attention to comply with state and federal accessibility standards lie within the Caltrans right of way. These areas will require negotiation with the State Department of Transportation to allocate responsibility and to secure necessary encroachment permits for any work that may be required. These negotiations should be undertaken by City Public Works department as soon as possible.

Some of the barriers listed in Appendix A-1, *Parking Lots and Parkways Evaluation Report*, may be removed as part of a general maintenance plan. This could include retrofitting truncated domes, grinding the ½ inch lip at the intersection of ramps and gutters, general repair of cracks that exceed ¼ inch verticle height differences, and slurry coating parking areas that are no longer firm and slip resistant. The Public Works director should search for funding to provide truncated domes and accessible signage for areas where hiking, bicycle and horse paths intersect pedestrian paths of travel within the City.

CITY OF OJAI TRANSPORTATION PORTION OF
ADA COMPLIANCE SELF-EVALUATION & TRANSITION PLAN
Updated December 13, 2013



APPENDIX A-1

Parking Lots and Parkways Accessibility Evaluation Report


CITY OF OJAI TRANSPORTATION PORTION OF
 ADA COMPLIANCE SELF-EVALUATION & TRANSITION PLAN
 Updated December 13, 2013



Location	Barrier Removal #1	Barrier Removal #2	Barrier Removal #3	Barrier Removal #4
<u>City Hall Parking</u> (26 total spaces)	Existing ADA space and access aisle need restriping; move ISA, add "NO PARKING" on access aisle.	Add another 8' ADA parking space to make second accessible space	Add "\$250 Fine" to parking space signage.	Add "Entrance" signage in view of parking spaces.
<u>Help of Ojai Parking</u> (< 25 spaces and > 50 spaces)	Move hatch striping to position between existing ADA parking spaces.	May need to establish passenger drop off area		
<u>Public Works</u> (< 25 parking spaces; not a public area; ADA restroom located within 500ft.)	Provide one ADA parking space with access to the existing ramp.			
<u>Libbey Bowl Polito Parking Lot</u>	Re-striping has been recently completed.			
<u>Libbey Bowl Tennis Parking Lot</u> (South off Montgomery) (Approx. 92 spaces)	The two entrances off Montgomery need ADA tow away parking signage	Place complaint signage at the 4 ADA parking spaces, level and re-stripe to include van configuration.	An accessible path of travel to the tennis courts is not technically feasible (see box at right).	Provide drop-off zone at lower tennis court location for persons with disabilities (equivalent facilitation).

CITY OF OJAI TRANSPORTATION PORTION OF
ADA COMPLIANCE SELF-EVALUATION & TRANSITION PLAN
Updated December 13, 2013



<p><u>Arcade Plaza South/Central Parking</u> (approx. 46 spaces)</p>	<p>Existing 11' wide ADA parking space provide 9' parking with 5' passenger side access aisle</p>	<p>The second accessible space on the Montgomery alley side needs re-stripping and van signage.</p>	<p>The third space provided on the Montgomery alley side has the access aisle on the wrong (driver's) side; and needs leveling and a ramp provided to adjacent walkway.</p>	
<p><u>Arcade North West Parking Lot (Rainbow)</u> (two existing ADA spaces ample for <25 total parking spaces)</p>	<p>Update signage and striping.</p>			
<p><u>Arcade Farmers Market South Parking</u> (less than 50 spaces)</p>	<p>Provide leveling, signage and two ADA spaces near entrance.</p>			
<p><u>Arcade Farmers Market North Parking</u> (< 25 and >50 spaces)</p>	<p>Provide leveling, signage and striping for two ADA spaces.</p>			
<p><u>Matillija Street parallel parking</u></p>	<p>Existing blue curb and signage should be removed.</p>	<p>Relocate ADA parking to Farmers Market South</p>		
<p><u>Signal Street parallel parking (Post Office)</u></p>	<p>Existing blue curb and signage should be removed.</p>	<p>Request encroachment permit from CalTrans to place ADA van parking on East Ojai Ave. with depressed curb for 8' access aisle.</p>	<p>Existing accessible parking in rear lot should be designated as "Libbey Park Parking Only".</p>	
<p><u>Sarazotti Park BBQ Area (near Boyd Center)</u> (approx. 122 total parking spaces, includes 5 ADA spaces: 2 at far side of ball park plus 3 at</p>	<p>One reserved area and one non-reserved area should each have accessible picnic table</p>	<p>Add ADA walkway from BBQ area winding across lawn to children's playground.</p>		

CITY OF OJAI TRANSPORTATION PORTION OF ADA COMPLIANCE SELF-EVALUATION & TRANSITION PLAN
Updated December 13, 2013

CITY OF OJAI TRANSPORTATION PORTION OF
ADA COMPLIANCE SELF-EVALUATION & TRANSITION PLAN
Updated December 13, 2013





APPENDIX A-2

Sidewalk and Curb Evaluation Samples

While curb cuts are required at all street crossings with sidewalks, priorities should be given to locations that serve as arteries to public transportation, shopping and public services.

Location	Barrier Removal #1	Barrier Removal #2	Barrier Removal #3	Barrier Removal #4
<u>E. Ojai Ave. and Main St.</u> (Post Office corner)	Ramp is excessively steep; correct to extent possible.	Requires truncated domes.		
<u>Pleasant Street</u> (major pedestrian route)	Recommend curb cuts from Mercer to Daly per CalTrans 88A.			
<u>Mountain View</u> (major pedestrian route)	Recommend curb cuts per CalTrans 88A from Mercer to Sunset.			
<u>Grand Ave from Park to Signal</u> where sidewalks exist	Recommend curb cuts per CalTrans 88A.			
<u>Aliso from Montgomery to Foothill</u> where sidewalks exist	Recommend curb cuts per CalTrans 88A.			
<u>Ojai Ave. from Rincon to Gridly</u> where sidewalks exist	Recommend curb cuts per CalTrans 88A.			

CITY OF OJAI TRANSPORTATION PORTION OF
 ADA COMPLIANCE SELF-EVALUATION & TRANSITION PLAN
 Updated December 13, 2013



<u>Ojai Ave. at Libbey Bowl</u>	Remove ½” lip at gutter.	Add truncated domes.		
<u>Ojai Ave. mid-street crossing at Chevron Station</u>	Remove ½” lip at gutter.	Add truncated domes.		
<u>Bristol intersection with E. Ojai Ave.</u>	Recommend curb cuts per CalTrans 88A			
<u>Ojai Ave</u> (entire)	Any cracks or abrupt changes in elevation shall be removed or repaired.			
<u>Fox and Topa Topa</u>	Recommend curb cuts per CalTrans 88A			
<u>Descanso St.</u> (entire)	Recommend curb cuts per CalTrans 88A			
<u>Stuart Ct. and La Paz</u>	Upgrade existing corner curb cut to current accessibility standards			
<u>Carrillo Rd. and Valle Rio</u>	Recommend curb cuts per CalTrans 88A			
<u>Park Street mid-street crossing</u>	Provide curb ramp on south side.	Curb ramp on north side obstructed by utility pole and fire hydrant		
<u>At all signal crossings</u>	Remove ½” lip at gutter.	Add truncated domes	Provide sound annunciation for locating button.	

CITY OF OJAI TRANSPORTATION PORTION OF
ADA COMPLIANCE SELF-EVALUATION & TRANSITION PLAN
Updated December 13, 2013



APPENDIX B

Persons or agencies provided opportunity to comment on Transition Plan

Entity	Name	Address	City	State	Zip
Help of Ojai (senior center)	Terri Wolfe	111 W Santa Ana St.	Ojai	CA	93023
The Gables (assisted senior living community)	Jonathan Scarlet, Event Coordinator	701 N Montgomery St.	Ojai	CA	93023
Ojai Trolley (Ojai Public Works)	Trolley driver	408 S Signal St.	Ojai	CA	93023
Ojai Public Works	Greg Grant	408 S Signal St.	Ojai	CA	93023



APPENDIX C

City of Ojai ADA Transition Plan

Public Comment Summary

August 21, 2013 at 3:30 pm at

The Gables, 701 N Montgomery St., Ojai, CA 93023

A public workshop advertized in the Ojai Valley News was held at The Gables, 701 North Montgomery Street, CA 93023, on August 21, 2013. At this workshop community members with disabilities shared their experiences with specific barriers to accessibility, and participants submitted their priorities for increased accessibility to City properties, as follows:

1. Lack of accessible parking at the Post Office and the dangerous Post Office ramp at the corner of Signal Street and E Ojai Avenue were by far the most frequently cited barriers to accessibility.
2. Repair and extensions of sidewalks to trolley stops were the second most frequently mentioned accessibility barriers.
3. Changes in elevation due to cracks, trees, etc., in the down town walking areas present accessibility barriers to a large number of persons who use walkers, earning this barrier the third highest number of suggestions expressed by the community.
4. Lack of accessible parking at the Ojai Valley Museum was the fourth most cited barrier; followed by
5. a general shortage of accessible parking,
6. the mid-street crossing at Park Road and E Ojai Avenue, and
7. truncated domes are needed at bike paths and other crossings.



APPENDIX D

City of Ojai Pedestrian Survey

1. What is the usual purpose of your walking trip?

Pleasure

Exercise/health

Personal/family business

School/church/civic

To work

Walking dog

Other: _____

2. How long do each of your typical walking trips take, in minutes?

____ minutes

3. How long do you usually walk on City sidewalks during a day, in total minutes?

____ minutes

4. What conditions along City streets/sidewalks are most important to you?

Pavements in good, firm condition

Reasonable crossing times

Planting strips between street and walk

Wide sidewalks

Street trees for shady areas

Curb ramps at every corner

5. What conditions along City streets/sidewalks keep you from walking more often?

Sidewalks/walkways in poor condition

CITY OF OJAI TRANSPORTATION PORTION OF



ADA COMPLIANCE SELF-EVALUATION & TRANSITION PLAN

Updated December 13, 2013

Inaccessible conditions/no curb ramps

Afraid of motor vehicles/drivers

Difficult/unsafe street crossings

Destination is too far away

Unattractive scenery/surroundings 16%

Getting around is too difficult: 16%

Personal security/safety: 16%

Takes too long to destination: 16%

6. Please identify difficulties or constraints along routes you normally take:

(1) Route: _____

Common problems: _____

Specific comments: _____

(2) Route: _____

Common problems: _____

Specific comments: _____

(3) Route: _____

Common problems: _____

Specific comments: _____



ADA COMPLIANCE SELF-EVALUATION & TRANSITION PLAN
Updated December 13, 2013

(4) Route: _____
Common problems: _____
Specific comments: _____

7. What general suggestions would you have for improvements to pedestrian facilities along City streets and sidewalks:

8. What conditions related to physical accessibility do you find to be the most difficult?

- Lack of crosswalk stripes
- Lack of curb ramps
- Sidewalks/walkways in poor condition
- Intersections difficult to cross
- No pedestrian signals (stop/go)



Sidewalks too narrow

Other

9. If you have a mobility disability or travel with someone who has a mobility disability, what accessibility problems have you experienced along the City's sidewalks & pedestrian facilities?

10. If you are blind or have a visual disability or travel with someone who is blind or has a visual disability, what problems have you had along the City's sidewalks & pedestrian facilities?

11. If you are deaf or hard of hearing or travel with someone who is deaf or hard of hearing, what problems have you experienced along the City's sidewalks & pedestrian facilities?



APPENDIX E

City of Ojai Department of Public Works Grievance Procedures and Instructions

Step 1: File a Grievance Form

The complainant should fill out the Grievance Form attached to this Procedure, giving all of the information requested. The Grievance Form should be filed in writing with the City of Ojai Department of Public Works within 60 days of the alleged disability-related discrimination. Upon request, reasonable accommodations will be provided in completing the form, or alternative formats of the form will be provided. The Grievance Procedure and Form may be obtained from and sent to the City of Ojai Public Works Department.

Step2: An Investigation is Conducted

A notice of receipt shall be mailed to the complainant by registered mail within 5 days of the receipt of the grievance. If necessary, the authorized Public Works Department representative may contact the complainant directly to obtain additional facts or documentation relevant to the grievance. If the complainant does not wish to be contacted personally, it should be indicated on the Grievance Form.

Step 3: A Written Decision is Prepared and Forwarded to the Complainant

CITY OF OJAI TRANSPORTATION PORTION OF



ADA COMPLIANCE SELF-EVALUATION & TRANSITION PLAN

Updated December 13, 2013

The Engineering Manager shall prepare a written decision, after full consideration of the merits of the grievance, no later than 60 days following the receipt of the grievance. A copy of the written decision shall be mailed to the complainant by registered mail no later than 5 days after preparation of the written decision.

Step 4: A Complainant May Appeal the Decision

If the complainant is dissatisfied with the written decision, the complainant may file a written appeal with the Director of Public Works, no later than 30 days from the date of the mailing of the decision. The appeal must contain a statement of the reasons why the complainant is dissatisfied with the written decision, and must be signed by the complainant, or by someone authorized to sign on the complainant’s behalf. A notice of receipt shall be mailed to the complainant by registered mail within 5 days of the receipt of the appeal. The decision of the Public Works Director shall be final.

The City of Ojai, Department of Public Works, shall maintain the confidentiality of all files and records relating to grievances filed, unless disclosure is authorized or required by law. Any retaliation, coercion, intimidation, threat, interference, or harassment for the filing of a grievance, or used to restrain a complainant from filing, is prohibited and should be reported immediately to the Director of Public Works.

City of Ojai, Department of Public Works – ADA Complaint / Grievance Form

Complainant: _____

Person Preparing Complaint (if different from Complainant):

Relationship to Complainant (if different from Complainant):

Street Address & Apt. No.:

City: _____ State: _____ Zip: _____

Phone: (____) _____ E-mail: _____

Please provide a complete description of the specific complaint or grievance:

CITY OF OJAI TRANSPORTATION PORTION OF



ADA COMPLIANCE SELF-EVALUATION & TRANSITION PLAN

Updated December 13, 2013

Please specify any location(s) related to the complaint or grievance (if applicable):

Please state what you think should be done to resolve the complaint or grievance:

Please attach additional pages as needed.

Please do not contact me personally.

Signature: _____ Date: _____

Please return to:

CITY OF OJAI TRANSPORTATION PORTION OF



ADA COMPLIANCE SELF-EVALUATION & TRANSITION PLAN

Updated December 13, 2013

[Name] _____ [Department] _____

[Address] _____

Upon request, reasonable accommodation will be provided in completing this form, or copies of the form will be provided in alternative formats. Contact the individual at the address listed above.



APPENDIX F

Curb Ramp Evaluation Form

Requested Intersection: _____

Specified Corner(s): _____ Direction(s) of Travel: _____

Conflicting Vehicle Movement(s): _____

Other Relevant Considerations:

	Y	N	N/A	Rmk.
1. Is this intersection near or en route to a generator of significant pedestrian activity?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Are all crosswalks parallel to vehicular traffic movements, which alternatively provide helpful audible cues for a visually impaired person?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Is the intersection laid out in such a way that curb ramp will not inadvertently provide misleading cues for an incorrect crosswalk?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Is there a curb ramp existing at the corner?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Are there curb ramps existing at other corners? If yes, which corners? _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Are there islands in the path of travel across the street? Do these islands have curbed wheelchair openings?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Are there continuous, unobstructed sidewalks at both ends of all crosswalks?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Do existing curb ramps have directional grooving/raised domes installed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Does the requested crossing have a clearly marked				



APPENDIX G

Audible Pedestrian Signal Evaluation

Requested Intersection: _____

Specified Crosswalk(s): _____ Direction(s) of Travel: _____

Conflicting Vehicle Movement(s): _____

Other Relevant Considerations: _____

	Y	N	N/A	Rmk.
1. Is this intersection near or en route to a generator of significant pedestrian activity?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Are all crosswalks parallel to vehicular traffic movements, which alternatively provide helpful audible cues for a visually impaired person (V.I.P.)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Is the intersection laid out in such a way that the audible signals will not inadvertently provide misleading cues for an incorrect crosswalk?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Are crosswalks free of obstructions/bends, which could misdirect V.I.P.?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Are pedestrian push buttons (PPB):				
oriented on poles so as to help direct a V.I.P.?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
mounted 3' from grade per CSJ Standards?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Regarding pork-chop islands:				
Could a V.I.P. potentially access the PPB safely, avoiding any speeding/heavy RT-turn traffic?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



APPENDIX H

To be filled out for every ramp constructed in City right-of-way

This form should be completed within ten days of curb ramp construction.

Curb Ramp Location: _____

Project Name: _____

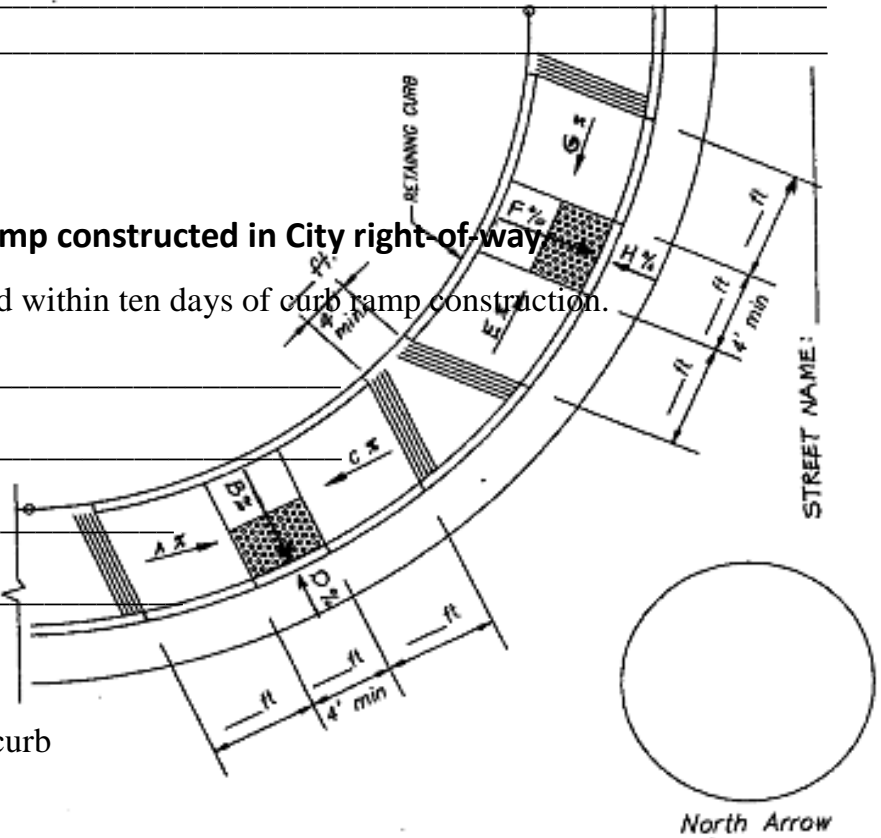
N/S Street: _____

E/W Street: _____

N/E N/W S/E S/W

Vertical Curb Rolled curb

One Ramp Two Ramps



CURB RAMP SLOPES:

A: ____ B: ____ C: ____ D: ____

RIGHT SIDE LENGTH: ____ FT. ____ IN.

PAN WIDTH: ____ FT. ____ IN.

LEFT SIDE LENGTH: ____ FT. ____ IN.

TWO RAMPS ON CORNER (FOR 2ND RAMP):

CITY OF OJAI TRANSPORTATION PORTION OF



ADA COMPLIANCE SELF-EVALUATION & TRANSITION PLAN
Updated December 13, 2013

APPENDIX I

To be filled out for every sidewalk constructed in City right-of-way.

This form should be completed within ten days of sidewalk construction.

Street: _____

Project Name: _____

Sides of Street: N E S W

Nearest Cross-Streets:

N or E STREET: _____

S or W STREET: _____

Vertical Curb Rolled curb No Curb

Planter strip entire length Partial length planter strip

STANDARDS:

- Clear width at least 48" (not including curb) or at least 36" at obstruction (street signs, pole, bench, etc.)
- No overhead obstructions lower than 84".
- Cross-slope 2%. Running slope not greater than street or 5%, whichever is greater.
- No gaps deeper or than 1/2"; no cracks wider than 1-1/2".
- Surface concrete or asphalt, broom finish or equal slip-resistance. No drop-off greater than 4" at back.



NORTH OR EAST CROSS-STREET: _____

NORTH OR WEST SIDE OF STREET:

SIDEWALK CLEAR WIDTH:

A1: ____ FT. ____ IN.

A2: ____ FT. ____ IN.

A3: ____ FT. ____ IN.

PLANTER STRIP WIDTH:

B: ____ FT. ____ IN.

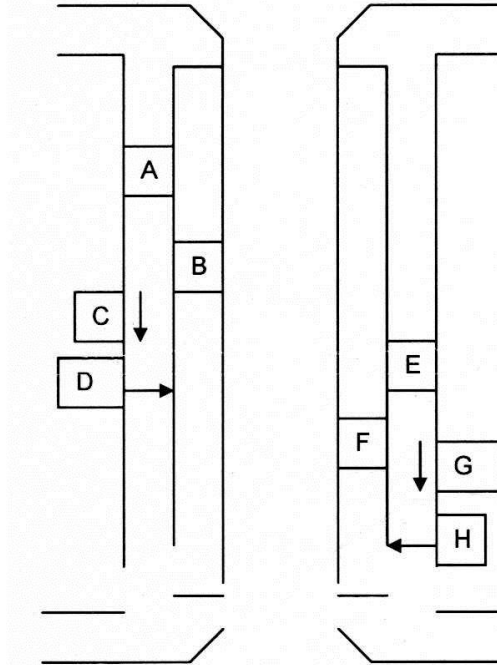
(Put "0" if no planter strip.)

RUNNING SLOPE:

C1: ____% C2: ____% C3: ____%

CROSS-SLOPE:

D1: ____% D2: ____% D3: ____%



OTHER SPECIFIC CONDITIONS: _____

SOUTH OR EAST SIDE OF STREET:

SIDEWALK CLEAR WIDTH:

E1: ____ FT. ____ IN.

E2: ____ FT. ____ IN.

E3: ____ FT. ____ IN.

PLANTER STRIP WIDTH: F: ____ FT. ____ IN. (Put "0" if no planter strip.)

RUNNING SLOPE:

G1: ____% G2: ____% G3: ____%

CROSS-SLOPE:

H1: ____% H2: ____% H3: ____%

OTHER SPECIFIC CONDITIONS: _____

SOUTH OR WEST CROSS-STREET _____

DRAW ALL OBSTRUCTIONS OR HAZARDS ON THE PLAN

Inspected/measured by: _____ Date Field Measured: _____

