

Certificate of Occupancy Inspection Checklist

Change of Use Group or Occupancy

All of the following are REQUIRED *when applicable* (please see attached handouts for more details)

- Yes No N/A At least one *accessible* building entrance
- Yes No N/A At least one *accessible* route from and *accessible* building entrance to primary function areas
- Yes No N/A Signage complying with Section 1110 (required for 5 or more spaces)
- Yes No N/A *accessible* parking, where parking is being provided
- Yes No N/A At least one *accessible* passenger loading zone, when loading zones are provided
- Yes No N/A At least one *accessible* route connecting *accessible* parking and *accessible* passenger loading zones to an *accessible* entrance.

*Note: Where is *technically infeasible* to comply with the new construction standards for any of these requirements for a change of group or occupancy, the above items shall conform to the requirements to the *maximum extent technically feasible*.

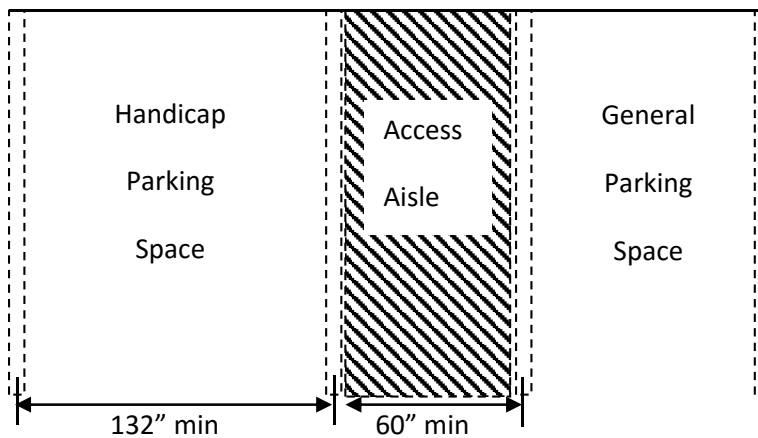
(Each item number corresponds with the accompanying handout)

1. Number of parking spaces on site? Street or public only
 four (4) or LESS ____ (#)
 five (5) or MORE ____ (#) (signage required, see figure 1b)
 - a. *accessible* Parking Space meets requirements? (2% max Slope) Yes No N/A
2. Does the *accessible* Route meet requirements? Yes No N/A
3. Is *accessible* Ramp required (changes in height of more than 1/2")? Yes No N/A
4. Are handrails required on the *accessible* Route? Yes No N/A
 - a. If required, do they meet accessibility requirements? Yes No N/A
5. Are landings required on the *accessible* Route? Yes No N/A
 - a. If required, do they meet accessibility requirements? Yes No N/A
6. Are all doorways on the *accessible* route a minimum of 36" wide? Yes No N/A
7. Does all door hardware on the accessible route meet requirements? Yes No N/A
8. Does the Sales Counter or Service Counter meet accessibility requirements? Yes No N/A
9. Is there at least one 10lb ABC Fire Extinguisher located close to the exit? Yes No N/A

Certificate of Occupancy

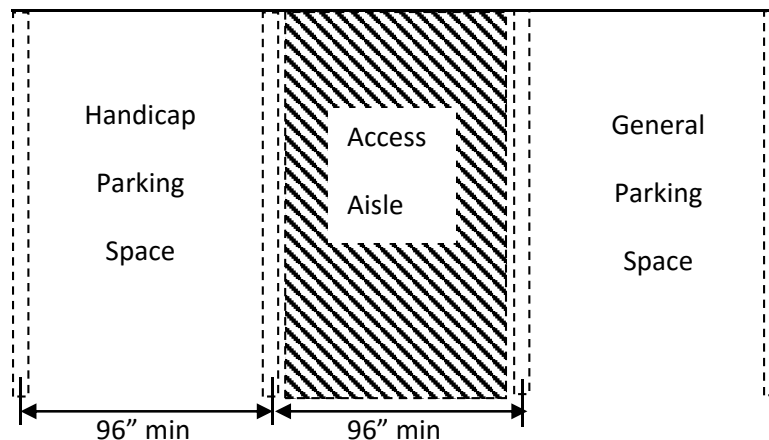
1. Property shall have at least ONE (1) designated handicap accessible parking space when parking is provided. When FIVE (5) or more spaces are provided, the accessible space must be identified by approved signage (see Figure 1.B)

The space is to have a minimum width of 132". This space is to be marked to define the width. Measurements are to be from the center-line of the marking. This space is to have an adjacent access aisle. The access aisle is to be a minimum of 60" in width & run the full length of the parking space. The accessible aisle is to be marked with lines to discourage parking in them. (FIGURE 1)



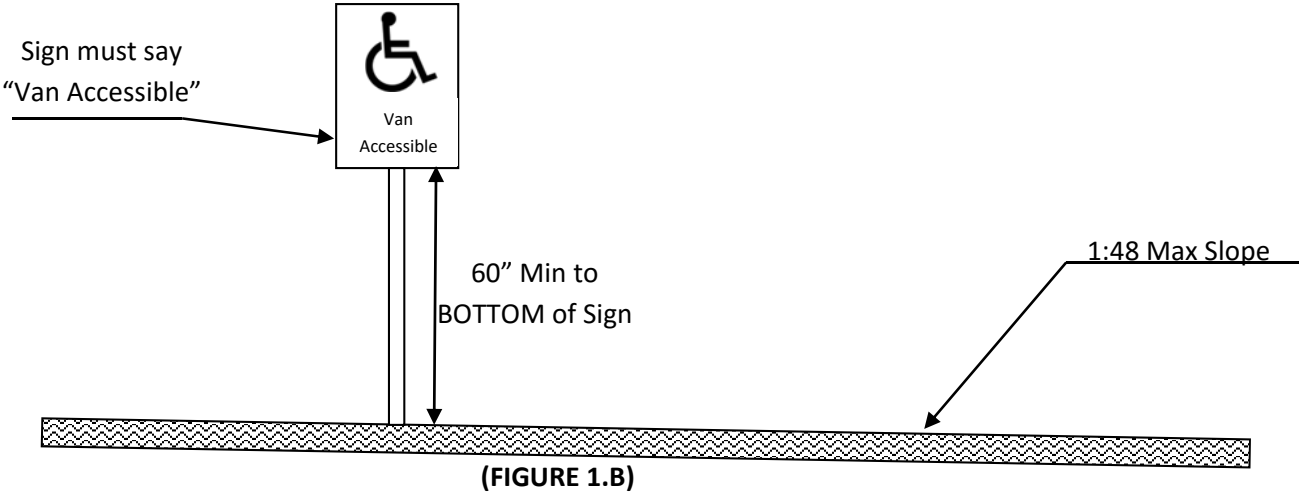
(FIGURE 1)

OR the parking space may be a minimum width of 96 inches if the access aisle is a minimum width of 96" and runs the full length of the parking space (FIGURE 1.A)



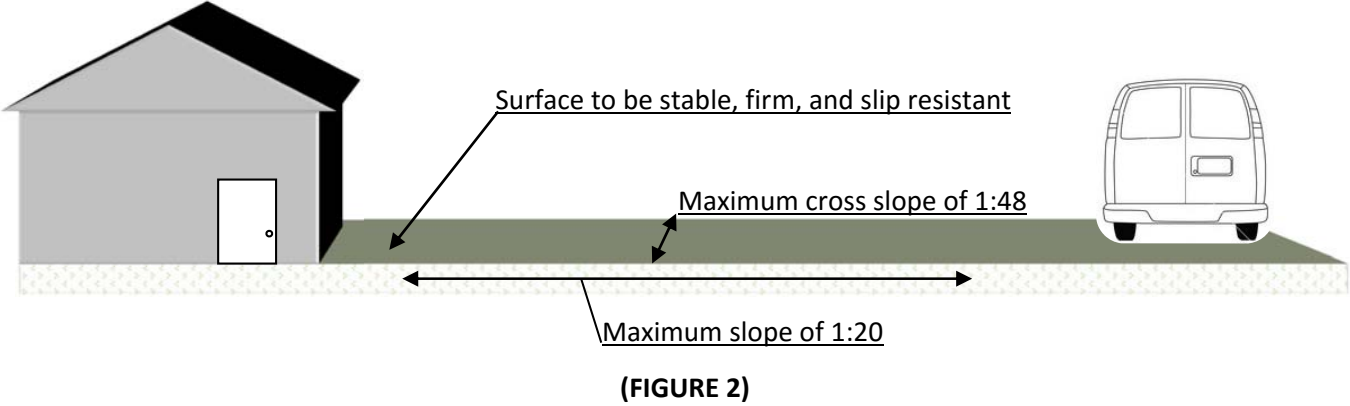
(FIGURE 1.A)

The ground surface of the parking space is to be stable, firm, and slip resistant with a surface slope not steeper than 1:48. Access aisles shall be at the same level as the parking spaces they serve. The handicap parking spot shall be identified by a sign. This sign shall include the International Symbol of Accessibility and shall contain the designation "Van Accessible." The sign shall be 60" minimum above the floor of the parking space to the BOTTOM of the sign. (Figure 1.B)



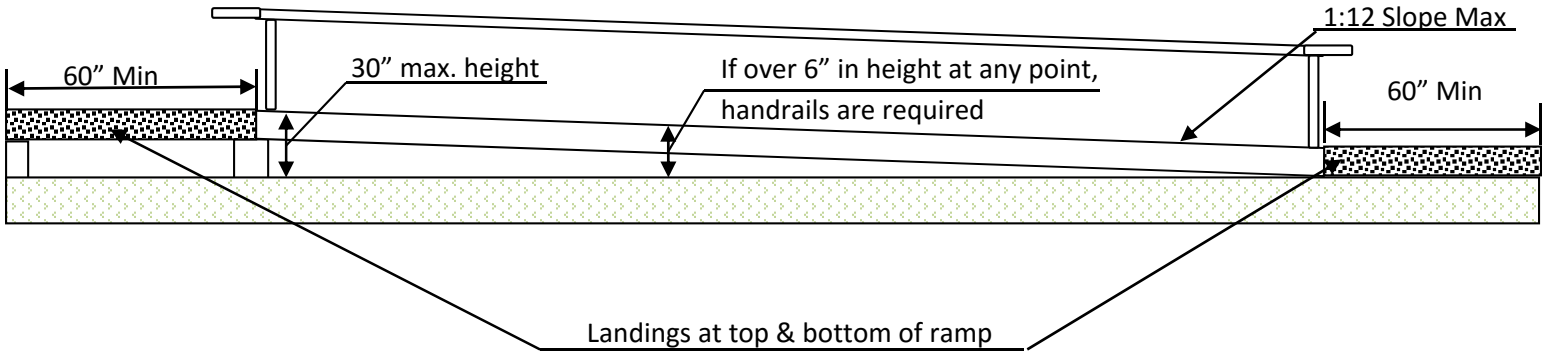
2. There must be a handicap accessible route provided from the accessible parking space to the building.

The route cannot have a rise over 1:20 and a maximum cross slope of 1:48. The ground surface of the parking space is to be stable, firm, and slip resistant. (FIGURE 2)



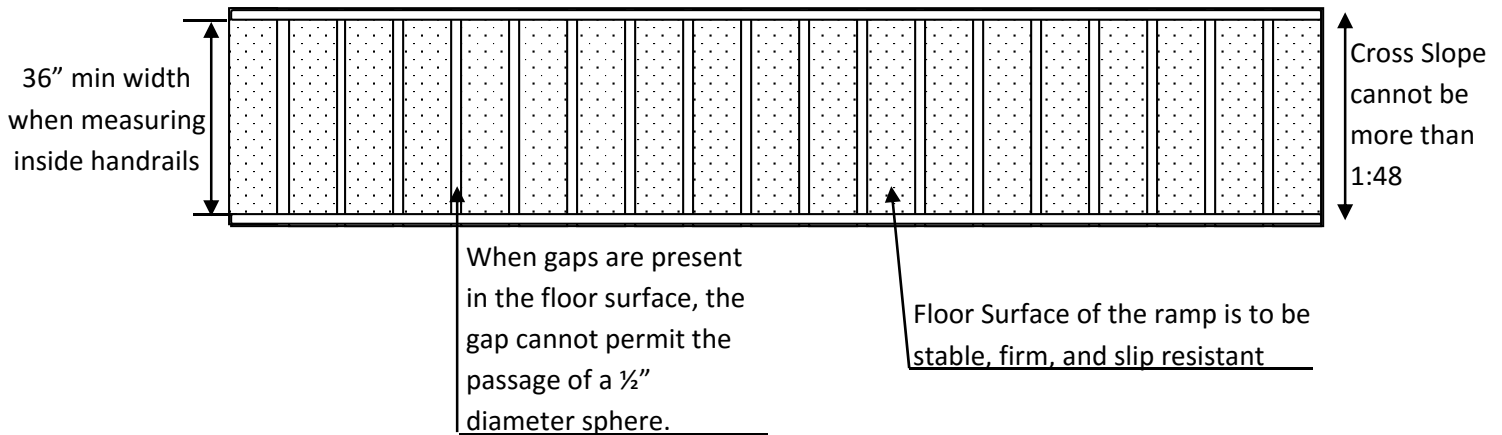
3. Changes in ground/floor height more than 1/2" shall be ramped. (FIGURE 3)

Ramps are not to have a slope greater than 1:12. The maximum rise for any ramp run is 30" unless another landing is provided. Ramps are to have 60" clear landings at the top and bottom. Ramps over 6" in height are required to have handrails on both sides.



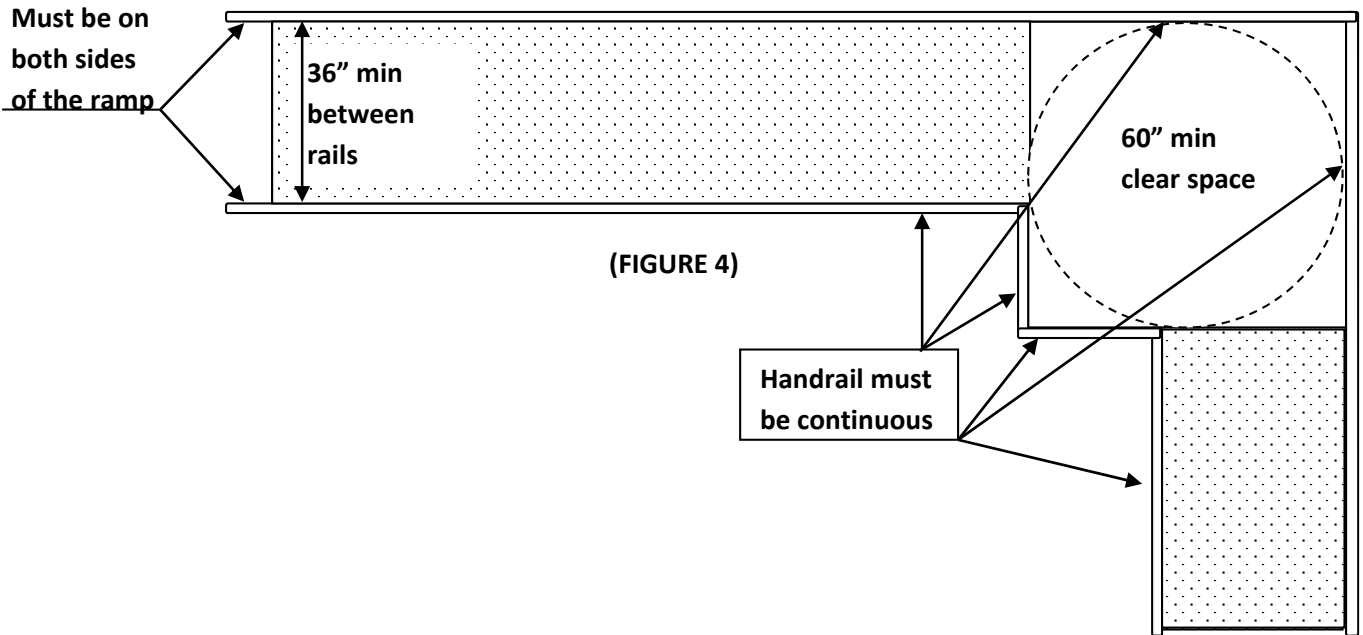
(FIGURE 3)

The cross slope of the ramp cannot be more than 1:48. The floor surface of the ramp is to be stable, firm, and slip resistant. The floor surface cannot have any gaps that permit the passage of 1/2" diameter sphere. The clear width of the ramp is to be a minimum of 36". (Where there are handrails, the clear width will be measured between the insides of the handrails.) **(FIGURE 3.A)**

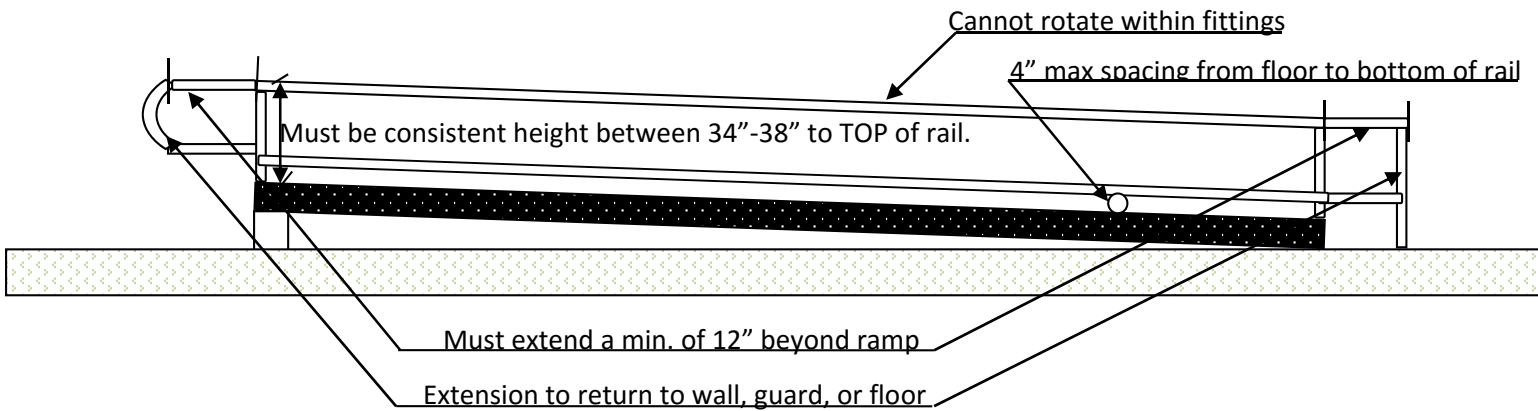


(FIGURE 3.A)

4. When handrails are required, they must be provided on both sides of the ramp and must be continuous. (FIGURE 4)

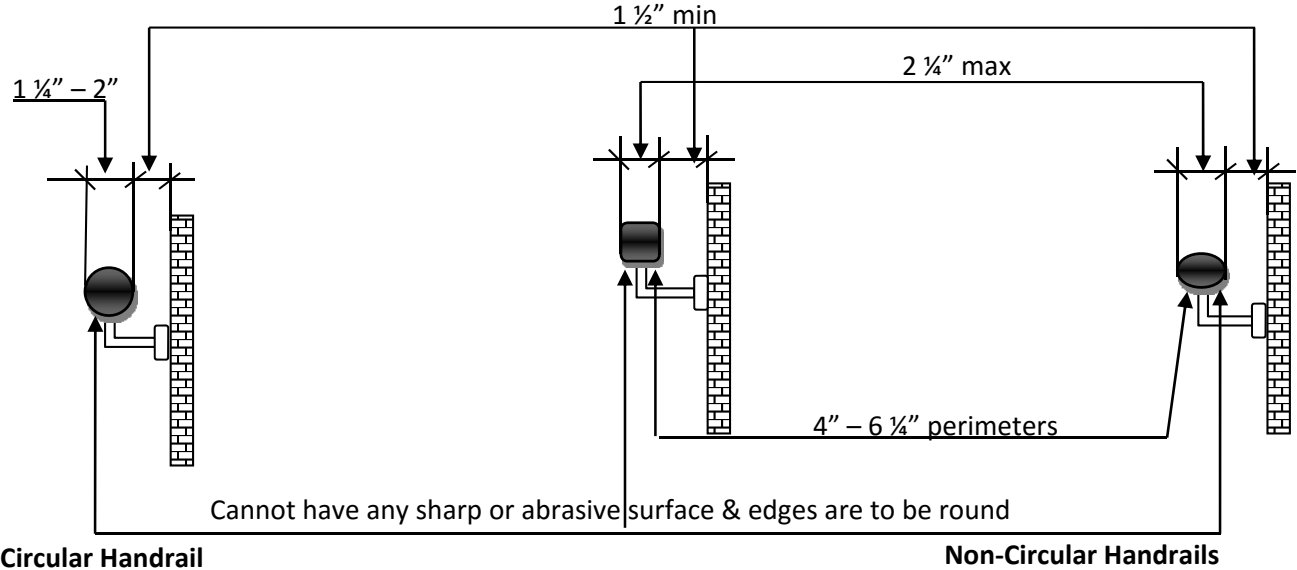


The top of the handrail must be between 34" and 38" in height and be consistent in height for the entire ramp. The handrail cannot rotate within its fitting. It must extend a minimum of 12" beyond the ramp. The handrail extension must return to a wall, guard, or floor. When edge protection is required, the maximum spacing is 4" from floor to bottom of rail. (FIGURE 4.A)



(FIGURE 4.A)

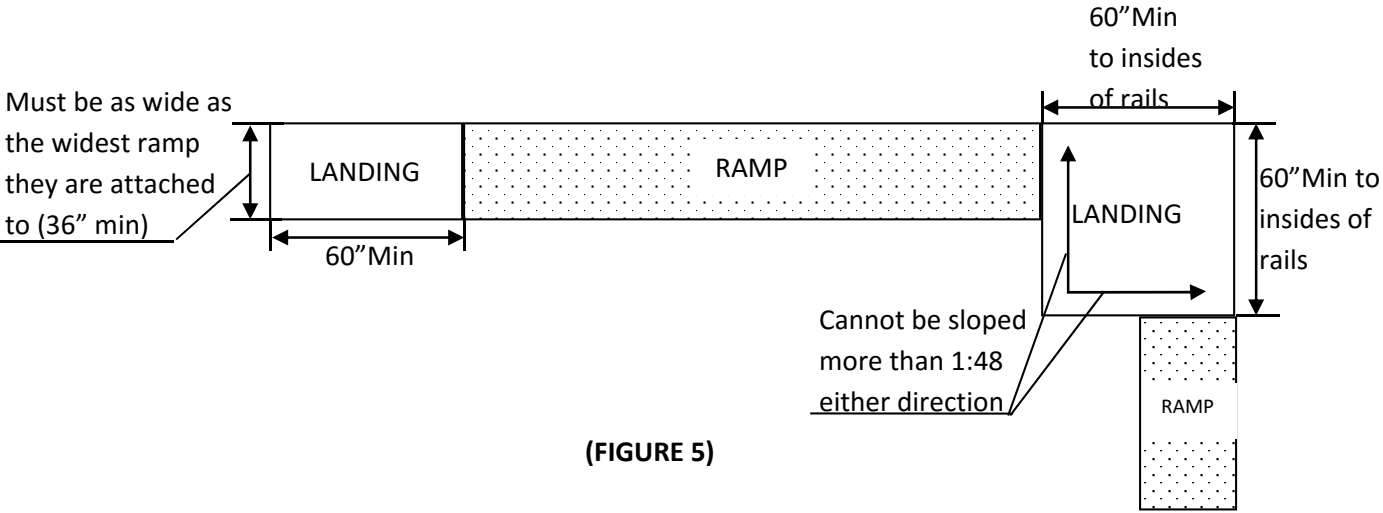
The clearance between the gripping surface of the handrail and any adjacent surface is a minimum of 1 1/2". Edges are to be rounded and the handrail cannot have any sharp or abrasive surface. If the handrail is circular, it shall be between 1 1/4" - 2" in diameter. If the handrail is non-circular, it must be between 4" and 6 1/4" in perimeter, with a maximum cross section of 2 1/4" (FIGURE 4.B)



(FIGURE 4.B)

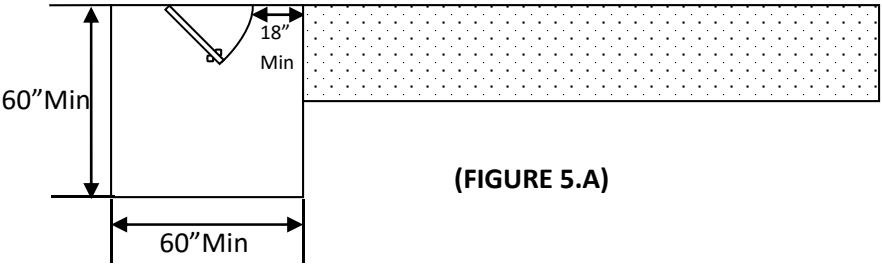
5. Landings are required at the top and bottom of ramps.

Ramps cannot be cross-sloped more than 1:48. They are to be at least as wide as the widest ramp they are attached to (36" min). They are to have a clear length of at least 60". When ramps change direction at landings, the landing is to have a min size of 60" by 60" clear space between railings.



(FIGURE 5)

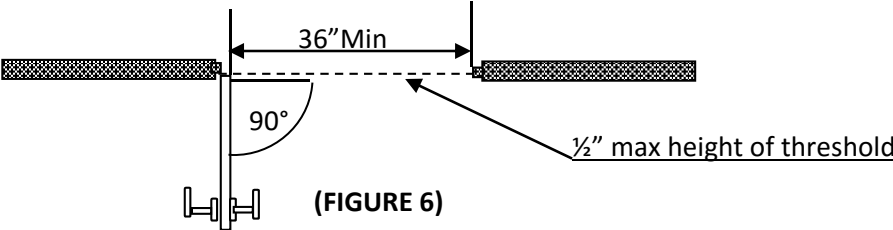
When the landing is in front of a door, the landing must be a minimum of 60"x 60".
(FIGURE 5.A)



(FIGURE 5.A)

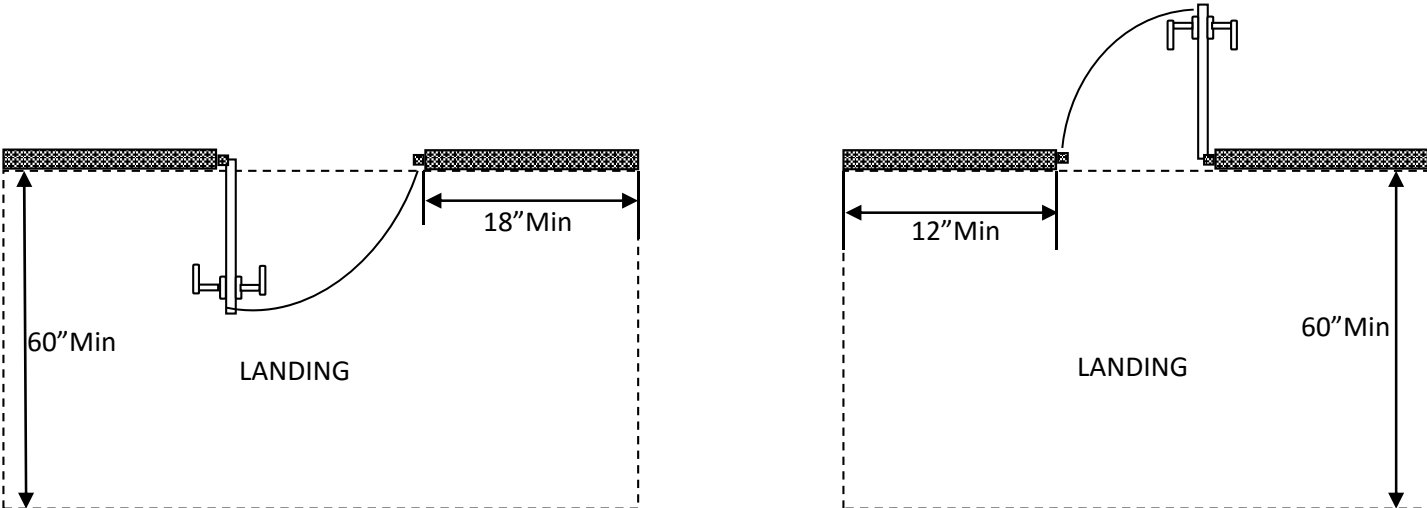
6. Doorways are to have a clear opening of 36", measured from the closest points when the door is open 90°.

The threshold cannot be more than 1/2" maximum height. **(FIGURE 6)**



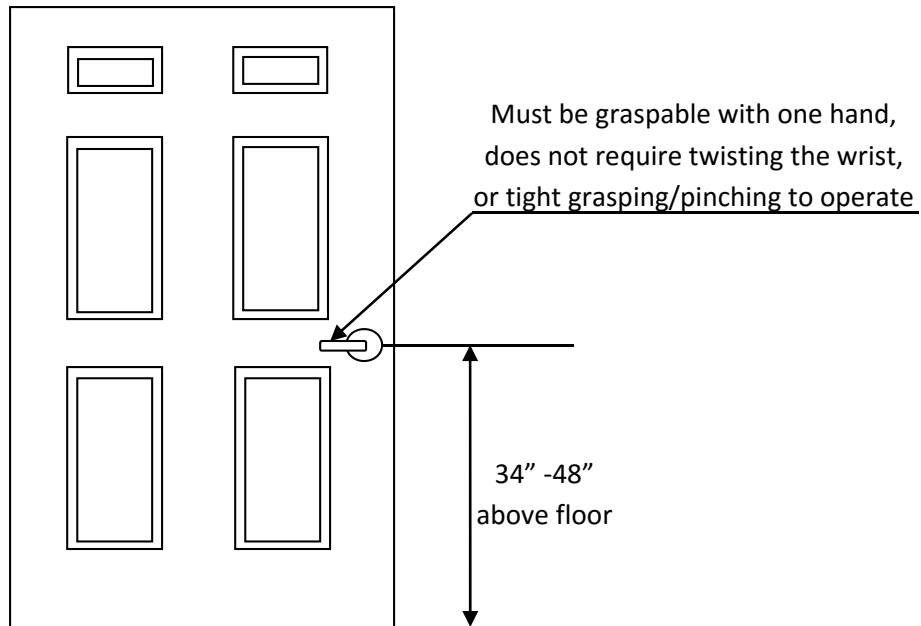
(FIGURE 6)

Doors must have maneuvering clearances of 60" in front of the door with 18" parallel to the doorway on the pull side and 60" in front of the door with 12" parallel to the doorway on the push side. **(FIGURE 6.A)**



(FIGURE 6.A)

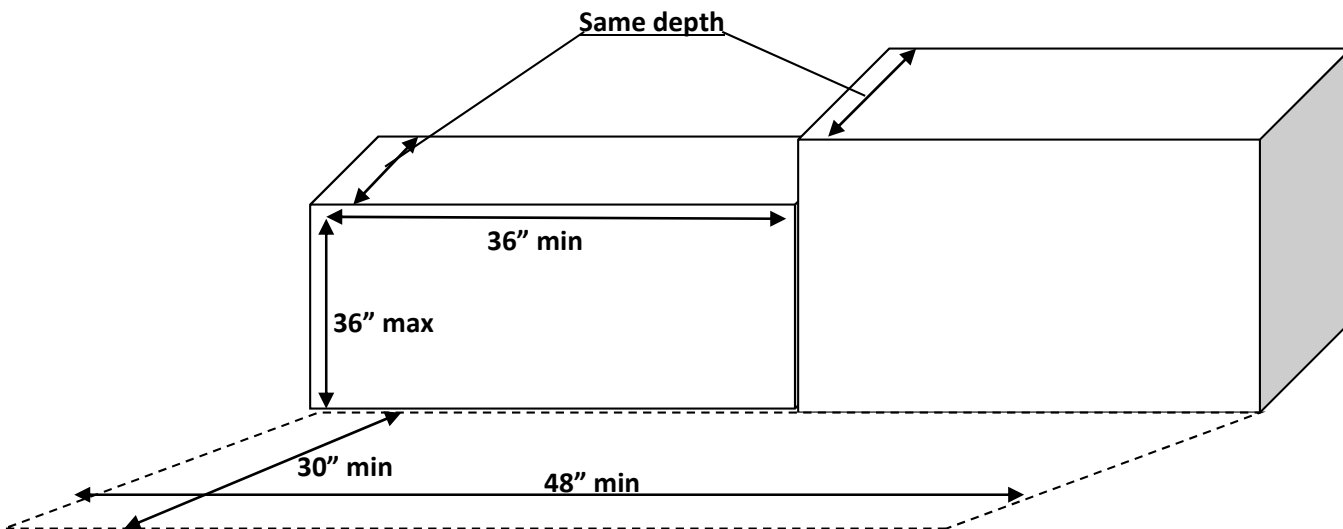
7. Handles and all operable parts must be easy to grasp with one hand, does not require tight grasping or pinching, or require the wrist to twist to operate (lever type or panic hardware). Hardware is to be between 34"-48" above the floor. (FIGURE 7)



(FIGURE 7)

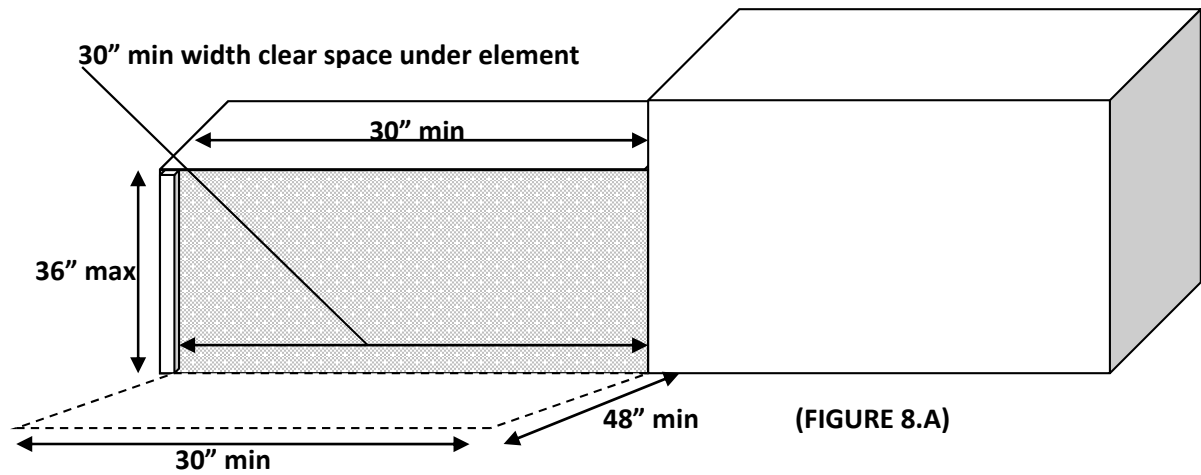
8. A built-in sales/service counter must meet handicap accessibility when provided.

If the approach for the counter is parallel, at least 36" in length of the counter must be 36" maximum height with the same depth as the rest of the counter. If the counter is less than 36" in length, the entire counter must be a maximum of 36" height. The clear floor space for a parallel approach is 48" X 30" (FIGURE 8)



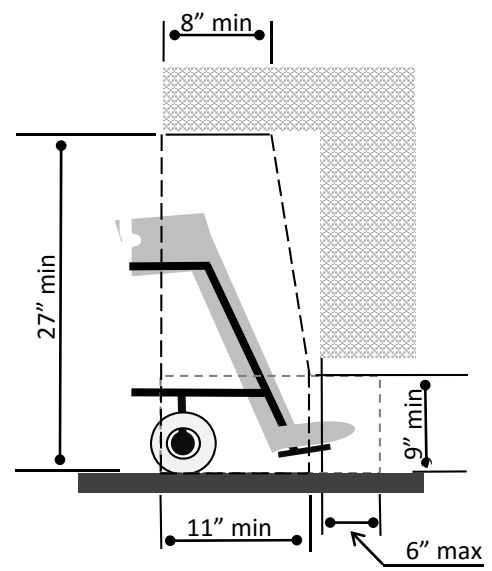
(FIGURE 8)

If the approach to the counter is a forward approach, at least 30" in length must be a maximum of 36" in height. There must be a clear floor space of 30" X 48". There must be knee and toe clearances at least 30" in width. (FIGURE 8.A)



(FIGURE 8.A)

In front approach there must be a toe clearance, measured up to 9" in height, of 17"-25" depth from the start of countertop. When measuring at 9" in height, only 6" beyond the available knee clearance is calculated as toe clearance. For knee clearance there must be at least of 27" in height of clearance under the countertop. At 9" in height, there must be a knee clearance of 11"-25" of depth. When measuring at 27" in height, there must be at least 8" in depth. Knee clearance may be reduced at a rate of 1" for each 6" in height, measuring between 9" -27" in height. (FIGURE 8.B)



(FIGURE 8.B)

9. At least one 10lb ABC Fire Extinguisher located close to the exit is required.