

Hinckley Licensing Center



Town of Barnstable ADA Transition Plan

July 2021



Institute for Human Centered Design

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Background

The Hinckley Licensing Center is located at 200 Main Street in Hyannis and is open to the public Monday through Friday, 8:30 AM to 4:30 PM. The Hinckley Center is home to various Town Departments including the Licensing Department, the Health Department, the Building Inspection Department, the Parking Enforcement Department, the Conservation Department and the Weights and Measures Department.

There are two entrances to the building. The main entrance is located on the south side of the building (facing the municipal parking lot). There is an additional entrance/exit located in the back of the building. The rear entrance is mostly for employees, but can be used by members of the public by appointment. Amenities include single-user men's and women's toilet rooms and a rear parking lot with 25 parking spaces including two (2) accessible spaces. The rear parking lot is for Town employee only, members of the public can park in that lot only if they have an appointment or after 5 PM. There is also a municipal parking lot on the south side of the building.

Note: See the report, Municipal Parking Lot – 200 Main Street, for accessibility issues regarding the parking lot on the south side of the building.

Key Accessibility Issues

Entrances and Exits

Accessibility issues include lack of edge protection and lack of a compliant landing at the exterior ramp leading to the main entrance, excessive change in level at the walkway leading to the main entrance and noncompliant threshold at the rear entrance (north side).

Signage

Accessibility issues include lack of egress signs, including lack of an illuminated exit sign with the International Symbol of Accessibility (ISA), and designation signs not located on the latch side of the door.

Toilet Rooms

Accessibility issues at the single-user toilet rooms include lack of maneuvering clearance at the entry doors to the toilet rooms, lack of knee clearance at the lavatories, flush control not located on the open/transfer side of the toilet (women's toilet room) and toilet dispenser mounted above the side grab bar (men's toilet room).

Additional Accessibility Issues

- The work surface located near the permitting kiosk is mounted higher than the maximum height allowed.
- Various doors have an opening force higher than the maximum allowed.
- A defibrillator dispenser and services counters protrude into the circulation path.

Order of Magnitude Cost Estimates

- Provide edge protection at the exterior ramp: \$1,260
- Renovation to toilet rooms: \$10,219
- Miscellaneous corrective actions (parking, threshold, accessible work surface, protruding objects, etc.): \$2,282

***Total: \$13,761**

***Note:** Cost to provide a compliant landing at the exterior ramp is not included.
Cost to restripe the parking lot is not included.

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.

- Recommending providing handrails at the exterior stairs (south side).
- Recommend adding contrasting strips at the edge of each step at all exterior stairs.

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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Approach and Entrance												
Exterior Access Route												
1	Walkway Towards Main Entrance/Exit	Ext.		Exterior Access Route	Walkway				Provide a sign that says " No Parking" to maintain a compliant accessible route to the main entrance/exit.	1	-	\$0
2	Walkway Towards Main Entrance/Exit	Ext.		Exterior Access Route	Walkway		Level changes > 1/4"	1"	Alter change in level to be 1/4" high max.	1	256	\$256
Off-Street Parking Lot or Garage												
3	Rear Parking Lot	Ext.		Off-Street Parking Lot or Garage	Employee		Sign not provided	-	Provide a sign 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	500	\$500
4	Rear Parking Lot	Ext.		Off-Street Parking Lot or Garage	Employee		Parking lot not maintained in operable working condition	-	Ensure the parking lot is maintained in operable working condition.	1	-	\$0

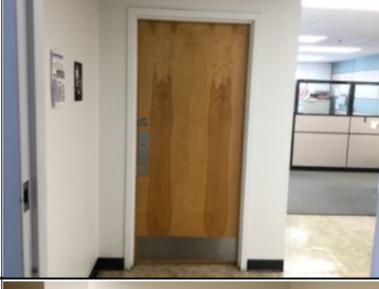
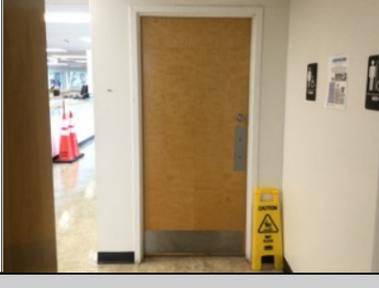
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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Exterior Ramp												
5	Towards Main Entrance/ Exit	Ext.		Exterior Ramp	N/A		Landing < 60" min. by 60" min.	48"x48"	Alter so the landing is 60" min. by 60" min.	1	-	\$0
6	Towards Main Entrance/ Exit	Ext.		Exterior Ramp	N/A		Edge protection < 4" high	-	Provide edge protection that prevents the passage of a 4" diameter sphere, where any portion of the sphere is within 4" of the finished floor ground surface.	1	1260	\$1260
Entrance												
7	Rear Entrance/ Exit	Ext.		Entrance	Secondary Entrance				See ID #8.	1	-	\$0
8	Rear Entrance/ Exit	Ext.		Entrance	Secondary Entrance		Threshold not beveled Threshold > 1/2" high	- 2"	Bevel the threshold. Alter threshold to be 1/2" high max.	1	300	\$300
Emergency Exit												
9	Main Entrance/ Exit	1		Emergency Exit			Tactile sign not provided at exit Illuminated Int. Symbol of Acc. not provided (MAAB)		Provide a tactile exit signs with raised characters and braille at exit doors. Mount signs between 48"- 60" above the finished floor located on the latch side of the door. Provide an illuminated sign with the International Symbol of Accessibility.	1	432	\$432

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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Access to Goods and Services												
Means of Egress												
10	Rear Entrance/ Exit - Towards Parking Lot	1		Means of Egress	N/A		Tactile exit sign not provided	-	Ensure a tactile exit sign with raised characters and braille is provided at exit doors. Mount sign between 48"- 60" above the finished floor located on the latch side of the door. After the threshold is fixed, provide an illuminated sign with the International Symbol of Accessibility (ISA).	1	232	\$232
Interior Access Route												
11	To Toilets From Main Entrance/ Exit	1		Interior Access Route	N/A		Obstructed by protruding objects	5.5"	Relocate defibrillator so it does not protrude into the circulation path.	1	256	\$256
12	To Main Entrance/ Exit From Logistics Counter	1		Interior Access Route	N/A		Obstructed by protruding objects	5.5	Provide a cane-detectable barrier.	1	306	\$306
Doors, Doorways, & Gates												
13	Women's Toilet Room	1		Doors, Doorways, & Gates	Toilet Room		Maneuvering clearance(s) not provided	47.75"	Provide an automatic door opener.	1	3060	\$3060

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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
14	Men's Toilet Room	1		Doors, Doorways, & Gates	Toilet Room		Maneuvering clearance not provided at recess > 6"	45.25	Install an automatic door opener.	1	3060	\$3060
15	Main Entrance/ Exit	1		Doors, Doorways, & Gates	Circulation		Door requires > 5 lbs. of force to open	17 lbs.	Adjust closers so doors do not require more than 5 pounds of force to open.	1	Labor	\$0
16	Men's Toilet Room	1		Doors, Doorways, & Gates	Toilet Room		Door requires > 5 lbs. of force to open	15 lbs.	Adjust closers so doors do not require more than 5 pounds of force to open.	1	Labor	\$0
17	Women's Toilet Room	1		Doors, Doorways, & Gates	Toilet Room		Door requires > 5 lbs. of force to open	15 lbs.	Adjust closers so doors do not require more than 5 pounds of force to open.	1	Labor	\$0
Signage												
18	Toilet Rooms	1		Signage	Designation		Sign not located on the latch side of the door	-	Locate signs alongside the door on the latch side.	2	Labor	\$0

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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Operable Parts												
19	To Toilets From Main Entrance/ Exit	1		Operable Parts	Other		Reach < 15" or > 48"(forward/side approach)	56.5"	Mount brochure holder between 15"- 48" above the finished floor.	1	Labor	\$0
20	Near Main Entrance/ Exit Towards Permitting Kiosk	1		Operable Parts	Other		Reach < 15" or > 48"(forward/side approach)	56.5"	Relocate brochure holder to ensure is mounted 48" above the finished floor.	1	Labor	\$0
Dining or Work Surfaces												
21	Meeting Space Near Permitting Kiosk	1		Dining or Work Surfaces	Work Surface		Top of dining/work surface < 28" or > 34"	42.25"	Lower work surface to ensure top is between 28"- 34" above the floor and there is a 27" knee clearance underneath.	1	Labor	\$0
Toilet & Bathing Rooms												
Lavatory												
22	Men's Toilet Room	1		Lavatory	N/A		Toe or knee clearances not provided	25.75"	Provide a lavatory with knee and toe clearance positioned for a forward approach.	1	1686	\$1686

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ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
23	Women's Toilet Room	1		Lavatory	N/A		Toe or knee clearances not provided	25.5"	Provide a lavatory with knee and toe clearance positioned for a forward approach.	1	1686	\$1686
Single-User Toilet												
24	Women's Toilet Room	1		Single-User Toilet	N/A		Flush control not on open side	-	Relocate the flush control to the open side.	1	374	\$374
25	Men's Toilet Room	1		Single-User Toilet	N/A		Toilet paper dispenser is not compliant	-	Relocate toilet paper so that it is 24" min. high, located under the grab bar, and between 7" and 9" from the front of the toilet.	1	353	\$353
Best Practice												
Steps												
26	Towards Main Entrance/ Exit	Ext.		Steps	N/A			-	Recommending providing handrails.	1	-	\$0
27	Main Entrance/ Exit	Ext.		Steps	N/A				Recommend adding contrasting strips at the edge of each step at all exterior stairs.	1	-	\$0