



June 28, 2021

James Witecha, Staff Attorney
Wisconsin Elections Commission
212 E Washington Ave
PO Box 7984
Madison, WI 53707-7984

RE: EL 21-34: Everson v. Village of Osceola

Dear Mr. Witecha

This letter is to respond as requested to the complaint filed against the Village of Osceola by Denise Everson regarding a ramp at the Village polling place located at 310 Chieftain Street in the Village of Osceola.

The Village of Osceola desires to provide an ADA compliant and safe experience for all who visit Village Hall. When Village Hall was constructed in 2018 it was in accordance with State of WI approved plans and to the best of our knowledge we are complying with applicable codes and ADA regulations.

In her complaint submitted Ms. Everson states she moved over to the right to be face to face with the poll book worker, and her right foot went off the side of the ramp and she fell. Although I was in the room, I did not personally see her fall, but did view the video of the incident. It appears as Ms. Everson as she stated was moving towards the poll worker and may not have been focusing on where she was walking.

In 2019 a similar complaint was filed with WEC by Mr. Brandon Leggitt. In WECs response to that complaint I refer to #3 as attached. The Village polling place audit survey indicates the ramp into the polling place contains a rise of less than six inches and therefore is not subject to the handrail requirement. At that time WEC concluded in their decision that based upon ADA Standards and the Village polling place audit survey, the Village was in legal requirements pertaining to accessibility and the complaint was dismissed. If standards have changed or WEC was in error on the 2019 complaint, we would respectfully request direction on how to proceed, or in the absence of those factors, the complaint be dismissed.

In conclusion it is very regrettable Ms. Everson fell that day, and the Village Election Inspectors and myself immediately offered her care and assistance. I am very sorry to learn she is still experiencing discomfort and inconvenience due to her injury. If there are higher standards for polling place accessibility and safety, please outline the steps we need to take to be in compliance.

Village of Osceola, 310 Chieftain Street, P.O. Box 217, Osceola, WI 54020-0217

Phone: 715-294-3498 Fax: 715-294-2210

I, Frances Duncanson, Clerk for the Village of Osceola, being first duly sworn, on oath, state that the above is true based on my knowledge.

Frances Duncanson

Frances Duncanson, Clerk Village of Osceola

State of Wisconsin

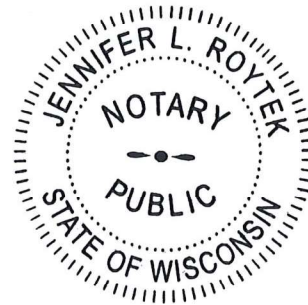
County of Polk

Sworn to before me on this the 30th day of June, 2021

Jennifer L. Roytek

Jennifer L. Roytek, Notary Public

My Commission Expires September 22, 2024





Wisconsin Elections Commission

212 East Washington Avenue | Third Floor | P.O. Box 7984 | Madison, WI 53707-7984
(608) 266-8005 | elections@wi.gov | elections.wi.gov

September 4, 2019

Brandon Leggitt
507 Gerald Street
Osceola, WI 54020

Kari Zegarski, Clerk
Village of Osceola
310 Chieftain Street
Osceola, WI 54020

Re: In the Matter of: Brandon Leggitt v. Village of Osceola
WEC Case No. EL 19-16

Dear Mr. Leggitt and Clerk Zegarski:

This letter is in response to the verified complaint filed by Brandon Leggitt with the Wisconsin Elections Commission (“Commission”) on May 20, 2019 alleging that the Village of Osceola has not complied with Wis. Stat. § 5.25(4) which requires that each polling place be accessible to all individuals with disabilities. Mr. Leggitt’s complaint describes four specific aspects of the Village’s polling place located at 310 Chieftain Street which he believes do not comply with standards of the Americans with Disabilities Act (“ADA”) and which make the polling place not accessible to persons with disabilities.

The Commission has reviewed Mr. Leggitt’s complaint and Clerk Zegarski’s response on behalf of the Village of Osceola and provides the following analysis and decision. In short, the Commission finds that the Village’s polling place meets the standards of the ADA regarding to three of the issues raised and that there is not sufficient evidence to establish that the polling place fails to comply with the ADA standards regarding the fourth issue raised. Therefore the Commission concludes that the complaint does not establish that the Village violated an election law or abused its discretion in administering the election laws by utilizing the polling place.

Procedural Background

The Village of Osceola relocated its polling place to the Village Hall and the Spring Election on April 2, 2019 was the first election to take place in that building. Mr. Leggitt voted at the polling place for the Spring Election and experienced difficulty maneuvering into and within the polling place.

On May 20, 2019, the Commission received a timely, verified complaint from Mr. Leggitt describing the following conditions at the polling place which he believed did not comply with the ADA and the statutory requirement that each polling place must be accessible to all individuals with disabilities:

Wisconsin Elections Commissioners

Dean Knudson, chair | Marge Bostelmann | Julie M. Glancey | Ann S. Jacobs | Jodi Jensen | Mark L. Thomsen

Administrator
Meagan Wolfe

1. Lack of sufficient handicapped parking stalls.
2. The electronic button to open the door to the building was too far from the door which it opens and did not allow enough time to enter the building.
3. The ramp to the building entrance used tables rather than an appropriate railing to prevent individuals from falling off the ramp.
4. The voting area was too small to operate a wheelchair without assistance.

On June 9, 2019, Clerk Zegarski filed a verified response to Mr. Leggitt's complaint. The response addressed the conditions described in Mr. Leggitt's complaint as follows:

1. The Village Hall polling place includes two off-street parking lots. One lot contains 14 parking spaces and 1 van-accessible space. The other lot contains 19 parking spaces and 1 van-accessible space.
2. The electronic button to open the door to the building is located on the side of the door opposite the door hinges and is outside of the door swing to prevent users from getting struck by the door and it stays open for approximately 9 seconds when fully opened.
3. The ramp to the building entrance does not have a railing on the right side. To reduce the risk of users falling, the Village used tables with their tops flipped to the side to guard the right side of the railing. The Village is also considering installing a railing on the right side of the ramp.
4. The Village considered several options for setting up the voting area to accommodate individuals with disabilities and allow privacy for voters. The Village is consulting with Commission staff to rework the flow of the room for future elections.

Mr. Leggitt chose not to file a verified reply to Clerk Zegarski's response. In assessing the Village's compliance with the requirement to ensure the accessibility of its polling place, the Commission also reviewed the polling place audit survey submitted by the Village which contains additional details and measurements regarding the Village Hall and the voting area.

Commission Authority and Role in Resolving Complaints Filed Under Wis. Stat. § 5.06

Under Wis. Stats. §§ 5.05(1)(e) and 5.06(6), the Commission is provided with the inherent, general, and specific authority to consider the submissions of the parties to a complaint, and issue findings. In instances where no material facts appear to be in dispute, the Commission may summarily issue a decision and provide that decision to the affected parties. This letter serves as the Commission's final decision regarding the issues raised by Mr. Leggitt's complaint.

The Commission's role in resolving verified complaints filed under Wis. Stat. § 5.06, which challenge the decisions or actions of local election officials, is to determine whether a local official acted contrary to applicable election laws or abused their discretion in administering applicable election laws.

Commission Findings

Mr. Leggitt's complaint alleges that the Village of Osceola did not comply with ADA standards and Wis. Stat. § 5.25(4) to ensure that the polling place was accessible to all individuals with disabilities. In applying the relevant statute, the Commission determines that the set-up of the Village's polling place complied with the election laws and did not constitute an abuse of discretion. The Commission also recognizes that the Village is continuing to work to improve aspects of the polling place even though it complies with the legal standards of the ADA.

Wis. Stat. 5.25(4)(a) states as follows:

Each polling place shall be accessible to all individuals with disabilities. The commission shall ensure that the voting system used at each polling place will permit all individuals with disabilities to vote without the need for assistance and with the same degree of privacy that is accorded to nondisabled electors voting at the same polling place. This paragraph does not apply to any individual who is disqualified from voting under s. 6.03(1)(a)..

In determining whether a polling place meets the legal requirement of accessibility for persons with disabilities, the Commission relies on the standards established pursuant to the Americans with Disabilities Act, specifically those described in the *2010 ADA Standards for Accessible Design* (“*ADA Standards*”). While the Commission recognizes that in some instances compliance with the *ADA Standards* may not fully accommodate an individual at a specific location, that document serves as an objective measure of whether a municipality has complied with the mandate of Wis. Stat. § 5.25(4) or has abused its discretion in administering that provision.

Turning to the specific allegations in Mr. Leggitt’s complaint, the Commission makes the following findings:

1. Section 208.2 of the *ADA Standards* requires a minimum of one accessible parking space when a parking lot contains up to 25 parking spaces. Section 208.2.4 establishes the minimum number of van parking spaces:

208.2.4 Van Parking Spaces. For every six or fraction of six parking spaces required by 208.2 to comply with 502, at least one shall be a van parking space complying with 502.

Each of the two parking lots serving the Village Hall contain less than 25 parking spaces and include one van parking space as the accessible parking space, as required by the *ADA Standards*.

2. The following provisions of the *ADA Standards* require the electronic door button to be located beyond the arc of the door and between 15 and 40 inches above the ground or floor:

404.3.5 Controls. Manually operated controls shall comply with 309. The clear floor space adjacent to the control shall be located beyond the arc of the door swing.

308.2.1 Unobstructed. Where a forward reach is unobstructed, the high forward reach shall be 48 inches (1220 mm) maximum and the low forward reach shall be 15 inches (380 mm) minimum above the finish floor or ground.

308.3.1 Unobstructed. Where a clear floor or ground space allows a parallel approach to an element and the side reach is unobstructed, the high side reach shall be 48 inches (1220 mm) maximum and the low side reach shall be 15 inches (380 mm) minimum above the finish floor or ground.

309.3 Height. Operable parts shall be placed within one or more of the reach ranges specified in 308.

Based upon the response of Clerk Zegarski and the Village's polling place audit survey submitted to the Commission, it appears that the electronic door button complies with these provisions and is therefore in compliance with the ADA.

3. The following provision of the *ADA Standards* require a hand rail on the ramp if the rise of the ramp is greater than 6 inches:

405.8 Handrails. Ramp runs with a rise greater than 6 inches (150 mm) shall have handrails complying with 505.

The Village's polling place audit survey indicates that the ramp leading into the polling place contains a rise of less than 6 inches. Therefore it appears that the ramp is not subject to the hand rail requirement.

4. The following provisions of the *ADA Standards* require that the voting area include an unobstructed turning radius of 5 feet by 5 feet:

304.3.1 Circular Space. The turning space shall be a space of 60 inches (1525 mm) diameter minimum. The space shall be permitted to include knee and toe clearance complying with 306.

304.3.2 T-Shaped Space. The turning space shall be a T-shaped space within a 60 inch (1525 mm) square minimum with arms and base 36 inches (915 mm) wide minimum. Each arm of the T shall be clear of obstructions 12 inches (305 mm) minimum in each direction and the base shall be clear of obstructions 24 inches (610 mm) minimum. The space shall be permitted to include knee and toe clearance complying with 306 only at the end of either the base or one arm.

Clerk Zegarski's response and the Village's polling place audit survey are unclear as to whether the voting area used at the 2019 Spring Election complied with this standard or was too small to operate a wheelchair without assistance, as alleged in Mr. Leggitt's complaint. While the Commission does not question that the area made it difficult for him to maneuver, the Commission does not have sufficient information to determine whether the voting area complied with the physical standards of the *ADA Standards*. The Commission directs Clerk Zegarski to ensure that the voting area set-up for future elections will comply with the standards and to confirm with Commission staff how that will be accomplished.

Commission Decision

Mr. Leggitt's complaint alleges that the Village of Osceola failed to comply with the statutory requirement that each polling place be accessible to all individuals with disabilities. Based upon the *ADA Standards* and the Village's polling place audit survey, the Commission finds that the Village complied with the legal requirements pertaining to accessibility of the polling place with regard to the first three conditions identified above, and that there is insufficient evidence to

determine that the Village did not comply with the *ADA Standards* regarding the size of the voting area. The Commission therefore dismisses Mr. Leggitt's complaint.

The Commission directs Clerk Zegarski to confirm with Commission staff the voting area set-up that will be used in future elections in order to ensure that the ADA standards are met. The Commission encourages the Village to continue to consider and make other improvements to its polling place to ensure that the location is accessible to all individuals with disabilities and to ensure privacy for all voters. Finally, the Commission directs Clerk Zegarski to communicate with Mr. Leggitt regarding changes that are made to improve the accessibility of its polling place.

Right to Appeal – Circuit Court

This letter constitutes the Commission's resolution of this complaint. Wis. Stat. § 5.06(2). Pursuant to Wis. Stat. § 5.06(8), any aggrieved party may appeal this decision to circuit court no later than 30 days after the issuance of this decision.

If either of you have questions about this letter or the Commission's decision, please feel free to contact me.

Sincerely,

WISCONSIN ELECTIONS COMMISSION

A handwritten signature in black ink that reads "Meagan R.M. Wolfe". The signature is written in a cursive style with a large, sweeping initial "M".

Meagan Wolfe
Administrator

VILLAGE OF OSCEOLA
MUNICIPAL OFFICES
STATE OF WISCONSIN



310 CHIEFTAIN STREET
P.O. BOX 217
OSCEOLA, WI 54020

Tel: 715.294.3498
Fax: 715.294.2210

email: info@myOsceola.com
www.myOsceola.com

June 9, 2019

Wisconsin Elections Commission
ATTN: Michael Haas, Staff Counsel

RE: Election Complaint – Brandon Leggitt

In reviewing the complaint from Brandon Leggitt under Wis. Stat. section 5.25(4) the Village of Osceola considers the polling place at 310 Chieftain Street, Osceola, WI 54020 to be accessible to individuals with disabilities. The election held on April 2, 2019 was the first election to take place in the new facility and agrees that there are areas we need to improve. I contacted Wisconsin Elections Commission Specialist Michael Sabaka in April after the election to help improve the flow of the room and make sure we are compliant with Wis. Stat. section 5.25(4).

The following are items from Brandon Leggitt's complaint I would like to address:

1. "Not enough handicapped parking." The Village's new facility has two parking Lot/Off-Street parking areas. The one on the north side of the building there are 14 parking spaces and 1 van-accessible space. The one on the south side of the building there are 19 spaces and 1 van-accessible space. There is also additional parking on the street.

2. "Handicapped buttons for doors to far from door." The buttons are located on the side of the door opposite of the hinges which is outside the door swing to prevent users from getting hit by the door and the doors stay open for approximately 9 seconds when fully opened.

3. "The room ramped as you came thru the door with railings on either side." The entrance is ramped with a railing on the right side and wall on the left side

4. "As the ramp got higher & changed direction they were propping up tables against the ramp area to discourage people from dropping off the edge." After you come up the entrance ramp the floor is level until you go around the dais, then there is another ramp going down. The wall is on the left and there are no railings on the right, so we put up tables (the top flips to the side and the wheels were locked) to eliminate the chance of someone rolling/falling off. We are looking into installing a railing on the ramp.

5. "area where tables were set up – was very poorly planned" When setting up the election we tried several ways to set up the flow, keeping in mind of persons with disabilities. The tables for voting by paper were on the south side of the room and were set up in a way to keep privacy for the voter. This is an area that needs to be improved which is why I contact the Elections Commission for suggestions and to rework the flow of the room for future elections.

The Village of Osceola has and will act to correct and improve the voting experience for every resident of the Village.

I, Kari Zegarski, Clerk/Treasurer for the Village of Osceola, being first duly sworn, on oath, state that the above is true based on my knowledge.

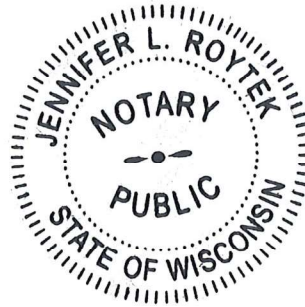
Kari Zegarski
Kari Zegarski, Clerk/Treasurer
Village of Osceola

State of Wisconsin
County of Polk

Sworn to before me this 10th day of June 2019

Jennifer L. Roytek
Notary Public

My commission expires 9/22/2020





**Wisconsin Government Accountability Board – Elections Division
2009 Polling Place Accessibility Survey
Cover Sheet**



**NOTE: You must complete a separate survey for each polling place within a municipality.
If the polling place serves multiple municipalities or counties, please list them all.**

HINDI # (use DOT Hindi): 49165	County: Polk
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Municipality (include Town, Village, City in addition to name): Village of Osceola
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Name of Polling Place: Discovery Center / Village Hall
--

Address of Polling Place (include city and zip): 310 Chieftain St. Osceola, WI 54020
--

Ward #s reported: (e.g. 2-5, 7, etc.) 1, 2, 3

Description of voting area: (gym, community room, basement, etc.) Large Conference Room
--

CERTIFICATION:

I certify that the information provided in this survey is true and correct to the best of my knowledge. I understand this survey is for use by the Government Accountability Board only, and only assesses accessibility for the purpose of voting. Although the survey is based on the Americans with Disabilities Act, it should not be taken to verify full ADA compliance.

Signature of Municipal Clerk: Kari Zegariski
--

Printed Name: Kari Zegariski	Phone: 715-294-3498
------------------------------	---------------------

E-mail address: karizegariski@myosceda.com
--

Name and Title of Person Who Conducted Survey: (if different from above)
--

Signature:	Date Survey Conducted:
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MUNICIPALITY Village of Oscoda POLLING PLACE Discovery Center / Village Hall HINDI 49165

**Wisconsin Government Accountability Board – Elections Division
2009 Polling Place Accessibility Survey
Summary Sheet**

- The 2009 Polling Place Accessibility Survey has been redesigned to better help you determine if your polling place is accessible.
- The purpose of the Summary Sheet is to help you determine which subsections of the survey apply to your location, so you can save time.
- In nearly all cases, you will complete at least one question for each zone of the survey, but may not need to complete all subsections.
- In order to assist the person conducting the survey, after completing this summary sheet you may want to cross off the sections of the survey that do not apply to your facility.
- Check the box next to the appropriate statement(s) that best describe the polling place. Complete the corresponding subsections.

ZONE 1 – PARKING				
All locations – check one or more of the options below.				
Check <i>all</i> that apply, and complete the corresponding subsections.		Feature	Complete Section(s)	Page #
<input checked="" type="checkbox"/>	Parking Lot/Off-Street Parking	n/a	1A	5-6 ✓
<input type="checkbox"/>	Drop-off Zone <i>(specifically designated with signage)</i>	n/a	1B	7
<input type="checkbox"/>	On-street parking <i>(main entrance or accessible entrance only)</i>	n/a	1C	8-9

ZONE 2 – PATHWAYS				
All locations – check one or more of the options below.				
Check <i>all</i> that apply, and complete the corresponding subsections.		Feature	Complete Section(s)	Page #
<input checked="" type="checkbox"/>	The accessible pathway is <u>not</u> interrupted by any curbs or steps on the way to the building.	n/a	2A	10-11 ✓
<input checked="" type="checkbox"/>	The accessible pathway is interrupted by a <i>curb</i> on the way to the building (but not the curb at the parking lot), and a <i>curb cut</i> is provided.	Curb cut	2A and 2B	10-12 ✓
<input type="checkbox"/>	The accessible pathway is interrupted by steps on the way to the building (but not immediately at the entrance) and a <i>ramp</i> is provided.	Ramp	2A and 2C	10-11, 13

ZONE 3 – ACCESSIBLE ENTRANCE			
All locations – check one or more of the options below.			
Check <i>all</i> that apply, and complete the corresponding subsections.	Feature	Complete Section(s)	Page #
<input checked="" type="checkbox"/> The accessible pathway is <i>level</i> with the building entrance. There is <u>no</u> ramp and the door threshold is less than or equal to ½ inches (or beveled). <i>Do not include pathway ramps addressed in Zone 2.</i> <i>Sloping sidewalk</i>	Door(s)	3A	14-15 ✓
<input type="checkbox"/> There is a <i>ramp</i> directly connected to the accessible entrance. The door threshold is less than or equal to ½ inches (or beveled).	Door(s)/ Ramp	3A and 3B	14-16
<input type="checkbox"/> There is a lip at the door that is greater than ½ inches and not beveled.	Door(s)/ Threshold Ramp	3A and 3C	14-15, 17

ZONE 4 – INTERIOR ROUTES			
All locations – check one or more of the options below.			
Check <i>all</i> that apply, and complete the corresponding subsections.	Feature	Complete Section(s)	Page #
<input type="checkbox"/> Voting area is immediately inside the building entrance.	None	Skip to Section 5	24
<input checked="" type="checkbox"/> Voting area not immediately inside entrance. Voters navigate one or more corridors/hallways to reach the voting area.	Corridors	4A	18 ✓
<input checked="" type="checkbox"/> Voter passes through one or more interior doors to reach the voting area.	Doors	4B	19-20 ✓
<input checked="" type="checkbox"/> Steps or changes in level break the path of the interior route to the voting area, and a <i>ramp</i> is provided.	Ramps	4C	21 ✓
<input checked="" type="checkbox"/> Steps or changes in level break the path of the interior route to the voting area, and an <i>elevator</i> is provided.	Elevator	4D	22 ✓
<input type="checkbox"/> Steps or changes in level break the path of the interior route to the voting area, and a <i>wheelchair lift</i> is provided.	Wheelchair Lift	4E	23

ZONE 5 – VOTING AREA		
All sections must be completed for all locations.		
Subsection	Complete Section(s)	Page #
Notices.	5A	24
Accessible Space.	5B	25
Accessible Voting Equipment.	5C	26-27

ZONE 1 – PARKING

SECTION 1A: PARKING LOT/OFF-STREET PARKING
 Complete this section if you indicated the polling place has a parking lot or off-street parking.

1.	List the total number of parking spaces:	19 - downstairs 14 - upstairs
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2.	List the number of <i>marked</i> van-accessible spaces: <i>Refer to appendix for definition and an access aisle quick-fix.</i>	1 - downstairs 1 - upstairs
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		YES	NO
3.	For van-accessible spaces, is there at least 8 ft. 2 in. of unobstructed vertical clearance for the vehicle route to the space, the parking space, the access aisle and along the vehicle route to the exit?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

4.	List the number of other <i>marked</i> accessible spaces: <i>Refer to appendix for definition.</i>	-
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Total Spaces	Minimum # of Accessible Spaces
1-25	1 van-accessible space with min. 8 ft. wide adjacent access aisle
26-50	1 space with min. 5 ft. wide adjacent access aisle + 1 van accessible space
51-75	2 spaces with min. 5 ft. wide adjacent access aisle + 1 van accessible space
76-100	3 spaces with min. 5 ft. wide adjacent access aisle + 1 van accessible space
100+	Refer to ADA Standards for Accessible Design, Section 4.1.2.

		YES	NO
5.	Based on your responses to questions 1-4 in comparison to the table above, does this polling place comply with the requirements for the number of van-accessible and standard accessible parking spaces?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6.	Is each accessible space designated by clearly visible signs bearing the proper symbol of accessibility? <i>Refer to appendix for symbol of accessibility.</i> If YES, check yes. Then continue with question 7. If NO, check no. Then skip to question 8.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7.	Are the signs visible such that they are not obstructed even when a vehicle is parked in the space?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8.	Are all accessible spaces, including the access aisle, on level and "firm, stable, and slip-resistant" ground? <i>Refer to appendix for additional information.</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>


SECTION 1A: PARKING LOT/OFF-STREET PARKING, Continued

		YES	NO
9.	Are the accessible parking spaces located nearest to the accessible entrance for the polling place? <i>Refer to FAQs for further information.</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
10.	Check one of the following statements, then continue with the survey as instructed:		
	<input type="checkbox"/> The accessible spaces are level with the beginning of the accessible pathway (i.e. there is <u>no</u> curb). ▶ Skip to question 15.		
	<input checked="" type="checkbox"/> There is a curb between the accessible spaces and the accessible pathway, and a <i>curb cut</i> is provided. ▶ Complete questions 11 and 12. Then skip to question 15.		
	<input type="checkbox"/> There is a curb between the accessible spaces and the accessible pathway, and a <i>temporary ramp</i> is provided. ▶ Complete questions 11 – 14. Then continue with question 15.		


		YES	NO
11.	Is the curb cut or temporary ramp at least 36 inches wide, excluding flared sides?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
12.	Is the slope of the curb cut less than or equal to 1:12 inches (8%)? If you prefer to have G.A.B. calculate the slope, do not check yes or no. Instead, write the dimensions of the curb cut here: Curb Cut Rise _____ (inches) / Curb Cut Run _____ (inches) <i>Refer to Slope in appendix for diagram.</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
13.	Does the temporary ramp have a non-slip surface?	<input type="checkbox"/>	<input type="checkbox"/>
14.	Does the bottom of the temporary ramp have edge protection of 2 inches or higher to prevent anyone from slipping off the ramp?	<input type="checkbox"/>	<input type="checkbox"/>
15.	Indicate the number of NO responses in this section. These indicate potential areas requiring correction/improvement in order to be accessible:	0	

	<p>▶ If you answered NO to any questions, refer to the Quick Fix Guide for solutions.</p> <p>▶ Provide further information/clarification below by completing #16.</p>
16.	<p>For all NO responses, explain how you will make accommodations/changes to ensure off-street parking is accessible to all voters. Also explain any quick fixes used, or unique situations.</p> <p>COMMENTS:</p> <hr/> <hr/> <hr/>

SECTION 1B: DROP-OFF ZONE
Complete this section if you indicated the polling place has a drop-off zone, specifically designated with signage.

		YES	NO
1.	Is the slope of the drop-off zone surface less than or equal to 1:50 inches (2%)? If you prefer to have G.A.B. calculate the slope, do not check yes or no. Instead, write the dimensions of the drop-off zone here: Drop-off Zone Rise _____ (inches) / Drop-off Zone Run _____ (inches) <i>Refer to Slope in appendix for diagram.</i>	<input type="checkbox"/>	<input type="checkbox"/>
2.	Is the drop-off zone, including any access aisle and/or curb ramp on "firm, stable, and slip resistant" ground? <i>Refer to appendix for additional information.</i>	<input type="checkbox"/>	<input type="checkbox"/>
3.	Is there at least 9 ft. 6 in. of unobstructed vertical clearance for the vehicle route to the drop-off zone, the designated area itself, the access aisle, and along the vehicle route to the exit?	<input type="checkbox"/>	<input type="checkbox"/>
4.	Check one or more of the following statements then continue with the survey as instructed:		
<input type="checkbox"/>	The drop-off zone is level with the beginning of the accessible pathway (i.e. there is <u>no</u> curb). ▶ Skip to question 8.		
<input type="checkbox"/>	There is an <i>access aisle</i> adjacent and parallel to the pull-up area. <i>Refer to appendix for definition and diagram.</i> ▶ Complete question 5 and any other questions required in this section.		
<input type="checkbox"/>	There is a curb between the drop-off zone and the accessible pathway, and a <i>curb cut</i> is provided. ▶ Complete questions 6 and 7. Then continue with question 8.		
		YES	NO
5.	Is the access aisle at least 5 ft. wide and 20 ft. long?	<input type="checkbox"/>	<input type="checkbox"/>
6.	Is the curb cut at least 36 inches wide, excluding flared sides?	<input type="checkbox"/>	<input type="checkbox"/>
7.	Is the slope of the curb cut less than or equal to 1:12 inches (8%)? If you prefer to have G.A.B. calculate the slope, do not check yes or no. Instead, write the dimensions of the curb cut here: Curb Cut Rise _____ (inches) / Curb Cut Run _____ (inches) <i>Refer to Slope in appendix for diagram.</i>	<input type="checkbox"/>	<input type="checkbox"/>
8.	Indicate the number of NO responses in this section. These indicate potential areas requiring correction/improvement in order to be accessible:		
	▶ <i>If you answered NO to any questions, refer to the Quick Fix Guide for solutions.</i> ▶ <i>Provide further information/clarification below by completing #9.</i>		
9.	For all NO responses, explain how you will make accommodations/changes to ensure the drop-off zone is accessible to all voters. Also explain any quick fixes used, or unique situations.		
COMMENTS:			

SECTION 1C: ON-STREET PARKING
Complete this section if you indicated the polling place has on-street parking.

1.	List the number of <i>marked</i> accessible spaces. <i>Note:</i> If on-street parking is your only available parking, there must be <i>at least</i> one marked accessible space:		
		YES	NO
2.	Is each accessible space designated by clearly visible signs bearing the proper symbol of accessibility? If YES, check yes. Then continue with question 3. If NO, check no. Then skip to question 4.	<input type="checkbox"/>	<input type="checkbox"/>
3.	Are the signs visible such that they are not obstructed even when a vehicle is parked in the space?	<input type="checkbox"/>	<input type="checkbox"/>
4.	Are all accessible spaces on level and "firm, stable, and slip-resistant" ground? <i>Refer to appendix for additional information.</i>	<input type="checkbox"/>	<input type="checkbox"/>
5.	Are the accessible spaces located nearest to the accessible entrance for the polling place? <i>Refer to FAQs for further information.</i>	<input type="checkbox"/>	<input type="checkbox"/>
6.	Check <i>one</i> of the following statements, then continue with the survey as instructed:		
	<input type="checkbox"/> The accessible spaces are level with the beginning of the accessible pathway (i.e. there is <u>no</u> curb). ► Skip to question 11.		
	<input type="checkbox"/> There is a curb between the accessible parking spaces and the accessible pathway, and a <i>curb cut</i> is provided. ► Complete questions 7 and 8. Then skip to question 11.		
	<input type="checkbox"/> There is a curb between the accessible parking spaces and the accessible pathway, and a <i>temporary ramp</i> is provided. ► Complete questions 7 – 10 below. Then continue with question 11.		
		YES	NO
7.	Is the curb cut or temporary ramp at least 36 inches wide, excluding flared sides?	<input type="checkbox"/>	<input type="checkbox"/>
8.	Is the slope of the curb cut less than or equal to 1:12 inches (8%)? If you prefer to have G.A.B. calculate the slope, do not check yes or no. Instead, write the dimensions of the curb cut here: Curb Cut Rise _____ (inches) / Curb Cut Run _____ (inches) <i>Refer to Slope in appendix for diagram.</i>	<input type="checkbox"/>	<input type="checkbox"/>
9.	Does the temporary ramp have a non-slip surface?	<input type="checkbox"/>	<input type="checkbox"/>
10.	Does the bottom of the temporary ramp have edge protection of 2 inches or higher to prevent anyone from slipping off the ramp?	<input type="checkbox"/>	<input type="checkbox"/>
11.	Indicate the number of NO responses in this section. These indicate potential areas requiring correction/improvement in order to be accessible:		
	► If you answered NO to any questions, refer to the Quick Fix Guide for solutions. ► Provide further information/clarification below by completing #12.		


SECTION 1C: ON-STREET PARKING, continued

12. For all NO responses, explain how you will make accommodations/changes to ensure the on-street parking is accessible to all voters. Also explain any quick fixes used, or unique situations.

COMMENTS:

ZONE 2 – PATHWAYS TO THE BUILDING

SECTION 2A: PATHWAYS – GENERAL INFORMATION
All locations – Complete this section for the accessible pathway to the accessible entrance.

		YES	NO
1.	Is the pathway at least 36 inches wide and free from protrusions or obstacles (fire hydrants, light poles, fixed sign posts) that would narrow the passage for a short distance to less than 32 inches?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2.	Is the pathway on “firm, stable, and slip-resistant” ground? <i>Refer to appendix for additional information.</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3.	Is the pathway free of any protruding or hanging objects (flags, tree branches, banners) between 27 and 80 inches above the ground?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4.	Is the pathway (including any grating surface) free of breaks or edges where the difference in height is over ½ inches?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5.	Is the slope of the pathway less than or equal to 1:20 inches (5%)? If you prefer to have G.A.B. calculate the slope, do not check yes or no. Instead, write the dimensions of the pathway here: Pathway Rise _____ (inches) / Pathway Run _____ (inches) <i>Refer to Slope in appendix for diagram.</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6.	Check <i>one</i> of the following statements, then continue with the survey as instructed:		
<input checked="" type="checkbox"/>	The accessible pathway to the accessible entrance is the <i>same</i> as the primary route to the building. All voters use the same path of travel and there is not a separate route to the accessible entrance. ▶ Skip to question 8.		
<input type="checkbox"/>	The accessible pathway to the accessible entrance is <i>different</i> than the primary route to the building. There is a separate route to the accessible entrance. ▶ Complete question 7. Then continue with question 8.		
		YES	NO
7.	Is the accessible pathway clearly marked by large print signs?	<input type="checkbox"/>	<input type="checkbox"/>
8.	Do all pathways to the polling place have adequate lighting throughout Election Day?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9.	On Election Day, are pathways kept clear of hazards such as ice, snow, leaves, bicycles, trash cans, etc.?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
10.	Indicate the number of NO responses in this section. These indicate potential areas requiring correction/improvement in order to be accessible:	0	
	▶ If you answered NO to any questions, refer to the Quick Fix Guide for solutions. ▶ Provide further information/clarification below by completing #11.		

SECTION 2A: PATHWAYS – GENERAL INFORMATION, Continued

11.	<p>For all NO responses, explain how you will make accommodations/changes to ensure the pathway is accessible to all voters. Also explain any quick fixes used, or unique situations.</p>
	<p>COMMENTS:</p>

SECTION 2B: PATHWAYS – CURB CUTS
 Complete this section for curb cuts *along the accessible route to the accessible entrance.*

An exterior pathway curb cut is used when a curb breaks the accessible route to the building. It is *not* a curb cut in the parking lot that directly connects the accessible spaces to the pathway.

Example: The parking lot is across the street from the polling place. The curb cut/entrance to the lot is evaluated as part of parking. The curb cut at the end of the street (or on the opposite side of the street) is evaluated as part of the *pathway* to the building (since it is not connected to either the parking or the building).

		YES	NO
1.	Is the curb cut at least 36 inches wide, excluding flared sides?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2.	Is the slope of the curb cut less than or equal to 1:12 inches (8%)? If you prefer to have G.A.B. calculate the slope, do not check yes or no. Instead, write the dimensions of the curb cut here: Curb Cut Rise _____ (inches) / Curb Cut Run _____ (inches) <i>Refer to Slope in appendix for diagram.</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3.	Indicate the number of NO responses in this section. These indicate potential areas requiring correction/improvement in order to be accessible:	<input type="text" value="0"/>	



► *If you answered NO to any questions, refer to the Quick Fix Guide for solutions.*
 ► *Provide further information/clarification below by completing #4.*

4. **For all NO responses, explain how you will make accommodations/changes to ensure the pathway is accessible to all voters. Also explain any quick fixes used, or unique situations.**


COMMENTS:

SECTION 2C: PATHWAYS – RAMPS

An exterior pathway ramp is used when steps break the accessible *pathway* to the building. It is not a sloping sidewalk, nor is it a ramp directly connected to the accessible entrance.

Example: The parking lot or street is at a different level than the building entrance. Over the course of the pathway, steps are used to increase or decrease the level of the path so it gradually meets the level of the building entrance. Where these steps occur, ramps must be provided. Such ramps are evaluated as part of the *pathway* to the building (since the ramps are not directly connected to the parking or the building).

**Complete this section for ramps *along the accessible pathway* to the accessible entrance.
For a ramp *at the entrance*, complete Section 3B: Entrance Ramps.**

		YES	NO
1.	Is the ramp at least 36 inches wide?	<input type="checkbox"/>	<input type="checkbox"/>
2.	Is the slope of the ramp less than or equal to 1:12 inches (8%)? If you prefer to have G.A.B. calculate the slope, do not check yes or no. Instead, write the dimensions of the ramp here: Ramp Rise _____ (inches) / Ramp Run _____ (inches) <i>Refer to Slope in Appendix for diagram.</i>	<input type="checkbox"/>	<input type="checkbox"/>
3.	Does the ramp have a non-slip surface?	<input type="checkbox"/>	<input type="checkbox"/>
4.	Check <i>one</i> of the following statements, then continue with the survey as instructed:		
<input type="checkbox"/>	The vertical height of the ramp is 6 inches <i>or less</i> from the top of the ramp to the ground. ▶ Skip to question 7.		
<input type="checkbox"/>	The vertical height of the ramp is <i>greater than</i> 6 inches from the top of the ramp to the ground. ▶ Complete questions 5 – 6. Then continue with question 7.		
		YES	NO
5.	Does the ramp have a mounted handrail where the top of the rail is between 34 and 38 inches above the ramp surface?	<input type="checkbox"/>	<input type="checkbox"/>
6.	Does the bottom of the ramp have a railing or edge border protection of 2 inches or higher to prevent anyone from slipping off the ramp?	<input type="checkbox"/>	<input type="checkbox"/>
7.	Indicate the number of NO responses in this section. These indicate potential areas requiring correction/improvement in order to be accessible:		
	▶ <i>If you answered NO to any questions, refer to the Quick Fix Guide for solutions.</i> ▶ <i>Provide further information/clarification below by completing #8.</i>		
8.	For all NO responses, explain how you will make accommodations/changes to ensure the pathway is accessible to all voters. Also explain any quick fixes used, or unique situations.		
	COMMENTS:		

ZONE 3 – ACCESSIBLE ENTRANCE

When facing the front doors, indicate the location of the *accessible entrance* to the building:

Front
 Back
 Left Side ^{3 doors}
 Right Side

SECTION 3A: ACCESSIBLE ENTRANCE – DOORS

- Some buildings have two sets of doors in a series with an alcove or vestibule in between (*Refer to appendix for diagram*).
- In such cases, both sets of doors are counted as part of the exterior entrance. If the polling place has this type of entrance, *both sets of doors must pass each question in order to answer yes.*

		YES	NO		
1.	Is the accessible entrance clearly marked at the door?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
2.	Is the accessible door at the accessible entrance unlocked on Election Day?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
3.	Check <i>one</i> of the following statements, then continue with the survey as instructed:				
<input checked="" type="checkbox"/>	The threshold to the door is <i>less</i> than ½ inches in height. If it is greater than ¼ inches it is beveled with a slope no greater than 1:2 inches. ▶ Continue with question 5.				
<input type="checkbox"/>	The threshold to the door is greater than ¼ inches in height but not beveled, OR it is greater than ½ inches. A <i>threshold ramp</i> is provided. ▶ Continue with question 5 and <i>also</i> complete section 3C – Threshold Ramps.				
		YES	NO		
5.	Are all door handles no higher than 48 inches from the ground?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
6.	With the entrance door in a 90-degree open position, is there a minimum of 32 inches of clear space from the face of the door to the latch side of the doorstop?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
7.	Indicate the type of hardware on the exterior doors. <u>Check all that apply.</u> <i>Refer to appendix for diagrams of each type of hardware.</i>				
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Handle	Pull	Bar	Lever	Other (describe below)
	Other Hardware (describe):				

SECTION 3A: ACCESSIBLE ENTRANCE – DOORS, Continued

8.	Indicate the type of electronic accessible feature or other accommodation (if any) on/at the exterior door(s). Check <i>all</i> that apply.	
<input checked="" type="checkbox"/>	Automatic opener (button) ▶ Complete questions 9 and 10. Then skip to question 13.	
<input type="checkbox"/>	Power-assisted open (when pulled or pushed) ▶ Complete questions 9 and 10. Then skip to question 13.	
<input type="checkbox"/>	Bell/Buzzer to call for assistance ▶ Complete question 9. Then skip to question 13.	
<input type="checkbox"/>	An Election Inspector or greeter is stationed at the door throughout Election Day to assist voters ▶ Skip to question 13.	
<input type="checkbox"/>	No accessible features; no greeter stationed at the door ▶ Skip to question 11.	

		YES	NO
9.	Has the accessible feature been tested <i>from both inside and outside</i> , and is it currently working (i.e. it is not malfunctioning, disabled, or otherwise unusable)? If YES, check yes. Then continue with question 10. If NO, check no. Then skip to question 11.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
10.	For automatic (button) and power assist open (when pulled or pushed) features, does the door stay open at least three (3) seconds once it is fully open? If YES, check yes. Then skip to question 13. If NO, check no. Then continue with question 11.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11.	Is the door hardware (lever, push/pull, panic bar) usable with one hand without tight grasping, pinching, or twisting of the wrist?	<input type="checkbox"/>	<input type="checkbox"/>
12.	Is the exterior accessible door able to be opened with a closed fist using 8 pounds of force or less?	<input type="checkbox"/>	<input type="checkbox"/>
13.	Vestibules/Alcoves – <i>If the polling place entrance has two sets of doors in a series with a vestibule or alcove in between, answer this question. Otherwise, skip to question 14.</i> Is there a 30 x 48 inch clear floor space inside the vestibule where a wheelchair user can be outside the swing of a hinged door? <i>Refer to appendix for diagrams.</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
14.	Indicate the number of NO responses in this section. These indicate potential areas requiring correction/improvement in order to be accessible:	<u>0</u>	




▶ If you answered NO to any questions, refer to the Quick Fix Guide for solutions.
▶ Provide further information/clarification below by completing #15.

15. For all NO responses, explain how you will make accommodations/changes to ensure the entrance is accessible to all voters. Also explain any quick fixes used, or unique situations.

COMMENTS:

SECTION 3B: ACCESSIBLE ENTRANCE – RAMPS
Complete this section for ramps immediately at the entrance to the building.

		YES	NO
1.	Is the ramp at least 36 inches wide?	<input type="checkbox"/>	<input type="checkbox"/>
2.	Is the slope of the ramp less than or equal to 1:12 inches (8%)? If you prefer to have G.A.B. calculate the slope, do not check yes or no. Instead, write the dimensions of the ramp here: Ramp Rise _____ (inches) / Ramp Run _____ (inches) <i>Refer to Slope in appendix for diagram.</i>	<input type="checkbox"/>	<input type="checkbox"/>
3.	Does the ramp have a non-slip surface?	<input type="checkbox"/>	<input type="checkbox"/>
4.	Check <i>one</i> of the following statements, then continue with the survey as instructed:		
<input type="checkbox"/>	The vertical height of the ramp is 6 inches <i>or less</i> from the top of the ramp to the ground. ▶ Skip to question 7.		
<input type="checkbox"/>	The vertical height of the ramp is <i>greater than</i> 6 inches from the top of the ramp to the ground. ▶ Complete questions 5 – 6. Then continue with question 7.		
		YES	NO
5.	Does the ramp have a mounted handrail where the top of the rail is between 34 and 38 inches above the ramp surface?	<input type="checkbox"/>	<input type="checkbox"/>
6.	Does the bottom of the ramp have a railing or edge border protection of 2 inches or higher to prevent anyone from slipping off the ramp?	<input type="checkbox"/>	<input type="checkbox"/>
7.	At the top of the ramp, is there a 5 ft. x 5 ft. level space in front of the door, such that a wheelchair can maneuver or rest while the door is opened?	<input type="checkbox"/>	<input type="checkbox"/>
8.	Is there at least 18 inches minimum maneuvering space on the latch side of the door to allow for opening the door?	<input type="checkbox"/>	<input type="checkbox"/>
9.	Indicate the number of NO responses in this section. These indicate potential areas requiring correction/improvement in order to be accessible:		
	▶ If you answered NO to any questions, refer to the Quick Fix Guide for solutions. ▶ Provide further information/clarification below by completing #10.		
10.	For all NO responses, explain how you will make accommodations/changes to ensure the entrance is accessible to all voters. Also explain any quick fixes used, or unique situations.		
	COMMENTS:		

MUNICIPALITY Village of Osceola POLLING PLACE _____ HINDI 491165


SECTION 3C: ACCESSIBLE ENTRANCE – THRESHOLD RAMPS
Complete this section for un-beveled thresholds greater than ¼ inches.

Because thresholds can be beveled or ramped in a variety of ways, explain how you will make accommodations/changes to ensure the threshold is modified so it is accessible to all voters. Also explain any quick fixes used, or unique situations.

COMMENTS:

ZONE 4 – INTERIOR ROUTES

SECTION 4A: INTERIOR ROUTES – CORRIDORS

	YES	NO
1. Is the route to the voting area inside the building clearly marked?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Are all corridors well lit and free of obstacles such as tables, chairs, boxes, etc.?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. Are all corridors at least 48 inches wide and do not narrow for more than a short distance to less than 36 inches?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. Are corridors free of objects or protrusions that extend greater than 4 inches from the wall, and are greater than 27 and less than 80 inches from the floor? (e.g. drinking fountains, wall-mounted display cases, fire extinguishers, etc.)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5. Are all mats/rugs positioned or secured to avoid folding over or buckling, thereby creating a tripping hazard? NOTE: If no mats/rugs, answer yes and skip to question 7.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Do all rugs/mats/carpet on the accessible route have a pile of ½ inches or less?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7. Indicate the number of NO responses in this section. These indicate potential areas requiring correction/improvement in order to be accessible:	0	
	<p>▶ If you answered NO to any questions, refer to the Quick Fix Guide for solutions. ▶ Provide further information/clarification below by completing #8.</p>	
8. For all NO responses, explain how you will make accommodations/changes to ensure the entrance is accessible to all voters. Also explain any quick fixes used, or unique situations.		
COMMENTS:		

SECTION 4B: INTERIOR ROUTES – DOORS

		YES	NO
1.	Are all interior doors along the accessible route to the voting area unlocked on Election Day?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2.	Are the door thresholds less than ½ inches high, and if greater than ¼ inches are they beveled with a slope of no greater than 1:2 inches?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3.	With the interior door in a 90-degree open position, is there a minimum of 32 inches of clear space from the face of the door to the latch side of the doorstop?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4.	Are all door handles no higher than 48 inches from the ground?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

5. Check *one* of the following statements, then continue with the survey as instructed:

- All interior doors along the accessible route to the voting area are propped open on Election Day.
▶ Skip to question 12.
- Interior doors along the accessible route to the voting area are *not* propped open on Election Day.
▶ Continue with question 6.


6. Indicate the type of accessible hardware on the interior doors. Check all that apply.
Refer to appendix for diagrams of each type of hardware.

	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Handle	Pull	Bar	Lever	Other (describe below)
Other Hardware (describe):					

7. Indicate the type of electronic accessible feature or other accommodation (if any) on/at the interior door(s).
Check *all* that apply.

- Automatic opener (button)
▶ Complete questions 8 and 9. Then skip to question 12.
- Power-assisted open (when pulled or pushed)
▶ Complete questions 8 and 9. Then skip to question 12.
- Bell/Buzzer to call for assistance
▶ Complete question 8. Then skip to question 12.
- An Election Inspector or greeter is stationed at the door throughout Election Day to assist voters
▶ Skip to question 12.
- No accessible features; no greeter stationed at the door
▶ Skip to question 10.


SECTION 4B: INTERIOR ROUTES – DOORS

	YES	NO
<p>8. Has the accessible feature been tested <i>from both sides of the door</i>, and is it currently working (i.e. it is not malfunctioning, disabled, or otherwise unusable)? If YES, check yes. Then continue with question 9. If NO, check no. Then skip to question 10.</p>	<input type="checkbox"/>	<input type="checkbox"/>
<p>9. For automatic (button) and power assist open (when pulled or pushed) features, does the door stay open at least three (3) seconds once it is fully open? If YES, check yes. Then skip to question 12. If NO, check no. Then continue with question 10.</p>	<input type="checkbox"/>	<input type="checkbox"/>
<p>10. Is the door hardware (lever, push/pull, panic bar) usable with one hand without tight grasping, pinching, or twisting of the wrist?</p>	<input type="checkbox"/>	<input type="checkbox"/>
<p>11. Are the interior doors along the accessible route to the voting area able to be opened with a closed fist using 5 pounds of force or less?</p>	<input type="checkbox"/>	<input type="checkbox"/>
<p>12. Indicate the number of NO responses in this section. These indicate potential areas requiring correction/improvement in order to be accessible:</p>	0	
	<p>▶ If you answered NO to any questions, refer to the Quick Fix Guide for solutions. ▶ Provide further information/clarification below by completing #13.</p>	
<p>13. For all NO responses, explain how you will make accommodations/changes to ensure the interior doors are accessible to all voters. Also explain any quick fixes used, or unique situations.</p>		
<p>COMMENTS:</p>		

SECTION 4C: INTERIOR ROUTES – RAMPS

	YES	NO
1. Is the ramp at least 36 inches wide?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Is the slope of the ramp less than or equal to 1:12 inches (8%)? If you prefer to have G.A.B. calculate the slope, do not check yes or no. Instead, write the dimensions of the ramp here: Ramp Rise <u>6</u> (inches) / Ramp Run <u>74.5</u> (inches) <i>Refer to Slope in Appendix for diagram.</i>	<input type="checkbox"/>	<input type="checkbox"/>
3. Does the ramp have a non-slip surface?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. Check <i>one</i> of the following statements, then continue with the survey as instructed:		
<input checked="" type="checkbox"/> The vertical height of the ramp is 6 inches <i>or less</i> from the top of the ramp to the ground. ▶ Skip to question 7.		
<input type="checkbox"/> The vertical height of the ramp is <i>greater than</i> 6 inches from the top of the ramp to the ground. ▶ Complete questions 5 – 6. Then continue with question 7.		

	YES	NO
5. Does the ramp have a mounted handrail where the top of the rail is between 34 and 38 inches above the ramp surface? <i>2 ramps</i>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
6. Does the bottom of the ramp have a railing or edge border protection of 2 inches or higher to prevent anyone from slipping off the ramp? <i>2 ramps</i>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
7. Is there a 5 ft. x 5 ft. level space at both the top and bottom of the ramp, such that a wheelchair can maneuver or rest? <i>2 areas</i>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
8. Indicate the number of NO responses in this section. These indicate potential areas requiring correction/improvement in order to be accessible:	3	

 ▶ If you answered NO to any questions, refer to the Quick Fix Guide for solutions.
▶ Provide further information/clarification below by completing #9.

9. For all NO responses, explain how you will make accommodations/changes to ensure the interior ramps are accessible to all voters. Also explain any quick fixes used, or unique situations.

COMMENTS: The Ramp that does not have rail I put tables (at a slant - special type) against the ramp so that no one would fall off and or tip a wheelchair over. The bottom of the ramp probably didn't have the 5x5 area.

SECTION 4D: INTERIOR ROUTES – ELEVATOR

	YES	NO
1. Is the elevator cab at least 4 ft. x 4 ft. wide?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Are the elevator doors at least 36 inches wide?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. Are the call buttons outside the elevator at 42 inches above the floor?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. Are elevator controls inside the cab at least 35 inches above the floor, but no higher than 54 inches for parallel approach or 48 inches for forward approach? <i>Refer to appendix for definition and diagram.</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5. Are elevator controls marked with raised lettering and/or Braille?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Is the elevator equipped with audible tones, bells, or verbal enunciators that announce each floor as it is passed?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7. Indicate the number of NO responses in this section. These indicate potential areas requiring correction/improvement in order to be accessible:	0	




▶ *If you answered NO to any questions, refer to the Quick Fix Guide for solutions.*
 ▶ *Provide further information/clarification below by completing #8.*

8. **For all NO responses, explain how you will make accommodations/changes to ensure the elevator is accessible to all voters. Also explain any quick fixes used, or unique situations.**

COMMENTS:


SECTION 4E: INTERIOR ROUTES – WHEELCHAIR LIFT

	YES	NO
1. Is the lift operational at the time of the survey?	<input type="checkbox"/>	<input type="checkbox"/>
2. Is the change in level from the floor to the lift surface ramped or beveled?	<input type="checkbox"/>	<input type="checkbox"/>
3. Is there at least a 30 x 48 inch clear floor space on the lift?	<input type="checkbox"/>	<input type="checkbox"/>
4. Does the lift allow a wheelchair user unassisted entry/exit and independent operation?	<input type="checkbox"/>	<input type="checkbox"/>
5. Are the controls and operating mechanisms mounted no more than 54 inches above the floor for a parallel/side reach or 48 inches for a forward reach?	<input type="checkbox"/>	<input type="checkbox"/>
6. Are the controls and operating mechanisms usable with one hand without tight grasping, pinching, or twisting of the wrist?	<input type="checkbox"/>	<input type="checkbox"/>
7. Indicate the number of NO responses in this section. These indicate potential areas requiring correction/improvement in order to be accessible:	<input style="width: 100px; height: 20px;" type="text"/>	
	<p>▶ If you answered NO to any questions, refer to the Quick Fix Guide for solutions.</p> <p>▶ Provide further information/clarification below by completing #8.</p>	
8. For all NO responses, explain how you will make accommodations/changes to ensure the wheelchair lift accessible to all voters. Also explain any quick fixes used, or unique situations.	<p>COMMENTS:</p> <div style="border: 1px solid black; height: 40px; margin-bottom: 5px;"></div> <div style="border: 1px solid black; height: 40px; margin-bottom: 5px;"></div> <div style="border: 1px solid black; height: 40px;"></div>	


ZONE 5 – VOTING AREA

This section evaluates the components of the room or area where the voting takes place. Complete ALL subsections.

SECTION 5A: VOTING AREA – NOTICES

		YES	NO
1.	Is the Type B Sample Ballot and Voting Instructions Notice posted?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2.	Is the Type C Notice of Referendum posted? <i>If no referendum for this election, leave blank.</i>	<input type="checkbox"/>	<input type="checkbox"/>
	<i>N/A</i>		
3.	Is the Type D Polling Place Hours and Location Notice Posted?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4.	Are there two samples of each ballot type posted?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5.	Is the Election Fraud Notice (EB-111) posted?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6.	For Partisan Primaries, is the Notice of Crossover Voting (EB-112/EB-112m) posted? <i>If not a Partisan Primary, leave blank.</i>	<input type="checkbox"/>	<input type="checkbox"/>
	<i>N/A</i>		
7.	Is the Voter Qualification Poster (EB-115) posted?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8.	Are the Instructions for Mail-in Registrants and First-Time Voters (EB-116) posted?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9.	Is the General Information on Voting Rights Under Federal Laws (EB-117) posted?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
10.	Is the Contact Information (EB-118) posted?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11.	Are all notices and instructions in at least 18-point size and prominently displayed?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
12.	Are ward maps and street directories posted or prominently displayed?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
13.	Indicate the number of NO responses in this section. These indicate potential areas requiring correction/improvement in order to be accessible:	0	
	<p>▶ <i>If you answered NO to any questions, refer to the Quick Fix Guide for solutions.</i></p> <p>▶ <i>Provide further information/clarification below by completing #14.</i></p>		
14.	For all NO responses, explain how you will make accommodations/changes to ensure the notices are accessible to all voters. Also explain any quick fixes used, or unique situations.		
	COMMENTS:		

SECTION 5B: VOTING AREA – ACCESSIBLE SPACE

		YES	NO
1.	Are all paths of travel within the voting area at least 36 inches wide and do not narrow for more than a short distance to less than 32 inches?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2.	Is there sufficient unobstructed turning radius in the voting area (minimum 5 ft. x 5 ft.) for the movement of voters in wheelchairs? ?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3.	Is the voting area free of objects or protrusions that extend greater than 4 inches from the wall, and are greater than 27 and less than 80 inches from the floor? (e.g. drinking fountains, wall-mounted display cases, chairs in the path of travel, boxes, etc.)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4.	Is there a booth or table where voters in a wheelchair may cast a paper ballot privately and independently? If YES, check yes. Then continue with question 5. If NO, check no. Refer to the Quick Fix Guide and detail accommodations in #10. Also answer question 9.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5.	Is the entrance to the booth or table at least 30 inches wide?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6.	Is the height of the top of the booth or table between 28 and 34 inches?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7.	Is the knee clearance from the floor to the underside of the booth or table at least 27 inches?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8.	Is the toe/knee clearance from the front to the back of the booth or table at least 19 inches?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9.	Indicate the number of NO responses in this section. These indicate potential areas requiring correction/improvement in order to be accessible:	?0	
 <ul style="list-style-type: none"> ▶ If you answered NO to any questions, refer to the Quick Fix Guide for solutions. ▶ Provide further information/clarification below by completing #10. 			
10.	For all NO responses, explain how you will make accommodations/changes to ensure the space in the voting area is accessible to all voters. Also explain any quick fixes used, or unique situations.		
COMMENTS: Not sure of the 5x5 movement. There is definitely need for improvement on flow.			

SECTION 5C: VOTING AREA – ACCESSIBLE VOTING EQUIPMENT			
Indicate the type of accessible voting equipment used at the polling place:			
<input type="checkbox"/>	ES & S AutoMark	<input checked="" type="checkbox"/>	Sequoia AVC Edge II
<input type="checkbox"/>	ES & S iVotronic	<input type="checkbox"/>	Populex 2.3
<input type="checkbox"/>	Premier (Diebold) AccuVote TSX	<input type="checkbox"/>	Vote-PAD

		YES	NO
1.	Is the accessible voting equipment set up and powered on throughout Election Day?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2.	Is the accessible voting equipment working (i.e. it is not malfunctioning, disabled, or otherwise unusable)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3.	Is the accessible voting equipment in a location where voters will see it and know it is available when they enter the voting area?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4.	Is the equipment positioned in a way that if a person was seated or standing at the machine, no one else could see how the voter was marking his/her ballot?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5.	Check <i>one</i> of the following statements, then continue with the survey as instructed:		
<input type="checkbox"/>	The accessible voting equipment is resting on a booth or table. ▶ Continue with question 6.		
<input checked="" type="checkbox"/>	The accessible voting equipment is attached to a stand. ▶ Skip to question 10.		
		YES	NO
6.	Is the entrance to the booth or table at least 30 inches wide?	<input type="checkbox"/>	<input type="checkbox"/>
7.	Is the height of the top of the booth or table between 28 and 34 inches?	<input type="checkbox"/>	<input type="checkbox"/>
8.	Is the knee clearance from the floor to the underside of the booth or table at least 27 inches?	<input type="checkbox"/>	<input type="checkbox"/>
9.	Is the toe/knee clearance from the front to the back of the booth or table at least 19 inches?	<input type="checkbox"/>	<input type="checkbox"/>
10.	Is there at least a 30 x 48 inch clear floor space in front of the table or stand holding the accessible voting equipment where a person in a wheelchair could make either a <u>parallel</u> or a <u>forward</u> approach to the voting equipment? <i>Refer to appendix for diagrams of approach and clear floor space.</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11.	Are controls on the accessible voting equipment no higher than 54 inches for parallel/side approach or 48 inches for forward approach?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

?

SECTION 5C: VOTING AREA – ACCESSIBLE VOTING EQUIPMENT

12. Indicate the number of NO responses in this section. These indicate potential areas requiring correction/improvement in order to be accessible: ? 0



- ▶ If you answered NO to any questions, refer to the Quick Fix Guide for solutions.
- ▶ Provide further information/clarification below by completing #13.

13. For all NO responses, explain how you will make accommodations/changes to ensure the accessible voting equipment is accessible to all voters. Also explain any quick fixes used, or unique situations.

COMMENTS: Need to rework room for next election so if flows better & make equipment better accessible.

