

Accessibility Audit: Facilities

[Duplicate and complete this section for each venue and administrative location.]

[A "no" response will indicate issues or areas of concern to be recorded on the Accessibility Plan Worksheet, pages 19–20.]

Parking & Drop-off Areas

1. Do you have the appropriate number of parking spaces marked with the international symbol of accessibility? N/A YES NO

1997 Minnesota Code:

1 to 25 parking spaces should include 1 accessible space.
26 to 50 parking spaces should include 2 accessible spaces.
51 to 75 parking spaces should include 3 accessible spaces.
76 to 100 parking spaces should include 4 accessible spaces.
1 van space for every 8 accessible spaces.

2. Are your accessible spaces wide enough (at least 13 feet for a car, 16 feet for a van)? N/A YES NO
3. Is the designated accessible parking space the closest to the accessible entrance? N/A YES NO
4. Do you have an accessible route or pathway from the parking lot to the entrance? N/A YES NO

[An accessible exterior route is a continuous, unobstructed path at least 36 inches wide, consisting of parking access aisles, curb ramps, crosswalks, walkways, ramps and lifts.]
5. Do you have a covered passenger loading zone? N/A YES NO
6. If you have only on-street parking, is there an unobstructed curb cut wide enough for a wheelchair? N/A YES NO
7. Is someone assigned responsibility for keeping accessible routes free from ice and snow? N/A YES NO

Entrance

- | | | | |
|--|--------------------------|--------------------------|--------------------------|
| 1. Is your accessible entrance identified with the international accessibility symbol? | N/A | YES | NO |
| | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Are the walkways to your entrance wide enough (at least 36 inches) to accommodate a wheelchair? | N/A | YES | NO |
| | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Are there any stairs between the handicap parking and the accessible entrance? | N/A | YES | NO |
| | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Are there railings at each set of steps? | N/A | YES | NO |
| | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. Do you have a non-slip ramp in addition to steps?
[must meet code of 12 run to 1 rise.] | N/A | YES | NO |
| | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. Is the door at least 36 inches wide? | N/A | YES | NO |
| | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. Is the threshold at the door 1 inch or less to accommodate a wheelchair? | N/A | YES | NO |
| | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 8. Can the door be opened easily with one hand, with a closed fist, or by a person with a limited grasp or strength? | N/A | YES | NO |
| | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 9. Does the door open out? | N/A | YES | NO |
| | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 10. Does the door close slowly? | N/A | YES | NO |
| | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Box Office/Registration Area

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|---|--------------------------|--------------------------|--------------------------|
| 1. Is the counter of your information desk 36 inches or lower to accommodate a person in a wheelchair? | N/A | YES | NO |
| | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Is the aisle in front of your ticketing/registration/literature area at least 60 inches wide to accommodate a turning wheelchair?
[A wheelchair requires 5 feet of clear space in which to make a 360-degree turn.] | N/A | YES | NO |
| | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Is the floor surface stable, firm and slip-resistant? | N/A | YES | NO |
| | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

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|--|---------------------------------|---------------------------------|--------------------------------|
| 4. Do you have a public telephone available in the box office reception area? | N/A
<input type="checkbox"/> | YES
<input type="checkbox"/> | NO
<input type="checkbox"/> |
| 5. Is your box office equipped with TDD/text-telephone or a relay service in order to receive calls from hearing-impaired patrons? | N/A
<input type="checkbox"/> | YES
<input type="checkbox"/> | NO
<input type="checkbox"/> |
| 6. Do you have a procedure for training staff/volunteers in the use of TDD/TTY or relay service? | N/A
<input type="checkbox"/> | YES
<input type="checkbox"/> | NO
<input type="checkbox"/> |

Program Space

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|--|---------------------------------|---------------------------------|--------------------------------|
| 1. Do patrons using wheelchairs have access to at least one of your performances? | N/A
<input type="checkbox"/> | YES
<input type="checkbox"/> | NO
<input type="checkbox"/> |
| 2. Can patrons using wheelchairs enter the space through the same entry used by the general public? | N/A
<input type="checkbox"/> | YES
<input type="checkbox"/> | NO
<input type="checkbox"/> |
| 3. Can your venue accommodate a person using a wheelchair who is also deaf or hard of hearing and needs to be close to a sign interpreter? | N/A
<input type="checkbox"/> | YES
<input type="checkbox"/> | NO
<input type="checkbox"/> |
| 4. Is wheelchair seating integrated within the general audience seating area? | N/A
<input type="checkbox"/> | YES
<input type="checkbox"/> | NO
<input type="checkbox"/> |
| 5. Does the venue offer a choice of accessible seating areas? | N/A
<input type="checkbox"/> | YES
<input type="checkbox"/> | NO
<input type="checkbox"/> |
| 6. Do accessible seat locations allow non-disabled attendants/companions to be seated next to the patron who is disabled? | N/A
<input type="checkbox"/> | YES
<input type="checkbox"/> | NO
<input type="checkbox"/> |
| 7. Do accessible seats have a space for guide dogs? | N/A
<input type="checkbox"/> | YES
<input type="checkbox"/> | NO
<input type="checkbox"/> |

Restrooms

- | | | | |
|---|---------------------------------|---------------------------------|--------------------------------|
| 1. Is there appropriate signage to indicate accessible restrooms? | N/A
<input type="checkbox"/> | YES
<input type="checkbox"/> | NO
<input type="checkbox"/> |
| 2. Are restrooms accessible to the public, from the office and from backstage? | N/A
<input type="checkbox"/> | YES
<input type="checkbox"/> | NO
<input type="checkbox"/> |
| 3. Are door openings at least 36 inches wide? | N/A
<input type="checkbox"/> | YES
<input type="checkbox"/> | NO
<input type="checkbox"/> |
| 4. Is the unobstructed diameter of the restroom floor space at least 60 inches to accommodate a turning wheelchair? | N/A
<input type="checkbox"/> | YES
<input type="checkbox"/> | NO
<input type="checkbox"/> |

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|--|--------------------------|--------------------------|--------------------------|
| 5. Is there a designated handicap stall that meets current local code? | N/A | YES | NO |
| | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. Are the faucets, soap dispenser and towels accessible for a person in a wheelchair? | N/A | YES | NO |
| | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. Can faucets be turned by a person with a limited grasp or strength? | N/A | YES | NO |
| | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 8. Are exposed pipes below the sink covered with insulation? | N/A | YES | NO |
| | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Drinking Fountains

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|--|--------------------------|--------------------------|--------------------------|
| 1. Do you have a public drinking fountain with cups available? | N/A | YES | NO |
| | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Is the spout no higher than 36 inches from the floor? | N/A | YES | NO |
| | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Is the control on the front face of the drinking fountain? | N/A | YES | NO |
| | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Protruding Objects

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|---|--------------------------|--------------------------|--------------------------|
| 1. Do any wall-mounted objects such as drinking fountains, fire extinguishers and displays present a safety hazard?
[Objects projecting more than four inches and located between 27 inches and 80 inches from the floor are considered hazardous for people using guide dogs or canes.] | N/A | YES | NO |
| | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Interior Levels

- | | | | |
|--|--------------------------|--------------------------|--------------------------|
| 1. Are all levels and doors of your facility accessible to people with mobility limitations? | N/A | YES | NO |
| | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. If you provide a public elevator or lift, is it equipped with Braille on control panels and with floor numbers outside the door and on door jams? | N/A | YES | NO |
| | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Are elevator call buttons accessible from a wheelchair?
[Highest control should be no more than 48 inches from floor for front approach or 54 inches for side approach.] | N/A | YES | NO |
| | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Does the elevator door close slowly? | N/A | YES | NO |
| | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Safety

- | | | | |
|---|--------------------------|--------------------------|--------------------------|
| 1. Are fire alarms equipped with visual warning lights and mounted 80 inches above the floor? | N/A | YES | NO |
| | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Is there an identified refuge/holding area for people with disabilities to await rescue? | N/A | YES | NO |
| | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Is there an evacuation plan for people with disabilities? | N/A | YES | NO |
| | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Food Service

- | | | | |
|--|--------------------------|--------------------------|--------------------------|
| 1. Is food service (cafeteria, restaurant, vending machines, concessions) available within this facility for the public? | N/A | YES | NO |
| | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. If yes, are tables and tray counters 36 inches or lower to accommodate a wheelchair? | N/A | YES | NO |
| | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Stages & Dressing Rooms

- | | | | |
|---|--------------------------|--------------------------|--------------------------|
| 1. Is the backstage area accessible? | N/A | YES | NO |
| | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Does your facility provide accessible dressing rooms for performers? | N/A | YES | NO |
| | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Is there an unobstructed route from the stage or performing area to the dressing room? | N/A | YES | NO |
| | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Are the spaces wide enough (entry 36 inches, room diameter 60 inches) to accommodate a wheelchair? | N/A | YES | NO |
| | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. Is there open knee space under the dressing table? | N/A | YES | NO |
| | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. Are makeup mirrors adjustable? | N/A | YES | NO |
| | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. Are lighting switches and electric receptacles accessible for a person in a wheelchair? | N/A | YES | NO |
| | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |