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300.01 General

Pedestrian travel is a vital transportation mode. It is used at some point by nearly everyone and is a critical link to everyday life for many. Designers must be aware of the various physical needs and abilities of pedestrians in order to ensure facilities provide universal access.

Section 504 of the *Rehabilitation Act* and the *Americans with Disabilities Act of 1990* (ADA) require pedestrian facilities to be designed and constructed so they are readily accessible to and usable by persons with disabilities. This chapter provides accessibility criteria for the design of site pedestrian, buildings and passenger loading facilities that meet applicable state and federal standards.

The pedestrian facilities included in a terminal project are determined during the scoping phase based on identified accessibility deficiencies, and additional accessibility and other factors in the terminal building, passenger loading areas, and other factors.

When developing pedestrian facilities within a limited amount of right-of-way or restrictive terrain, designers can be faced with multiple challenges. It is important that designers become familiar with the ADA accessibility criteria to be able to balance accessibility needs with the physical limitations found at terminal sites in order to ensure equal access use by everyone.

Similar to the roadway and structural infrastructure, pedestrian facilities (and elements) require periodic maintenance in order to prolong the life of the facility and provide continued usability. Title II of the ADA requires that public entities ensure that all necessary features be accessible and maintained in operable working condition for use by individuals with disabilities.

300.02 References

(1) Federal/State Laws and Codes

ADA ([28 CFR Part 35](#), as revised September 15, 2010)

[23 CFR Part 652](#) *Pedestrians and Bicycle Accommodations and Projects*

[49 CFR Part 27](#) *Nondiscrimination on the Basis of Disability in Programs or Activities Receiving Federal Financial Assistance* (Section 504 of the *Rehabilitation Act* of 1973 implementing regulations)

[RCW 35.68](#) *Sidewalks, gutters, curbs and driveways – All cities and towns*

[RCW 35.68.075](#) *Curb ramps for persons with disabilities – Required – Standards and Requirements*

[RCW 46.04.160](#) *Crosswalk (definition)*

[RCW 46.61](#) *Rules of the Road*

[RCW 47.24.020](#) *City streets as part of state highways – Jurisdiction, control*

(2) Design Guidance

Manual on Uniform Traffic Control Devices for Streets and Highways, USDOT, FHWA; as adopted and modified by [WAC 468-95](#) *Manual on uniform traffic control devices for streets and highways*” (MUTCD)

www.wsdot.wa.gov/publications/manuals/mutcd.htm

Revised Draft Guidelines for Accessible Public Rights-of-Way (PROWAG), November 23, 2005, U.S. Access Board. The current best practices for evaluation and design of pedestrian facilities in the public right of way per the following FHWA Memoranda:

- www.fhwa.dot.gov/environment/bikeped/prwaa.htm
- www.fhwa.dot.gov/civilrights/memos/ada_memo_clarificationa.htm
- www.access-board.gov/prowac/draft.htm

Design Manual M 22-01

Standard Plans for Road, Bridge, and Municipal Construction M 21-01

1991 ADA Standards for Accessible Design, U.S. Department of Justice (USDOJ); consists of [28 CFR parts 35](#) and [36](#) and the ADA Accessibility Guidelines for Buildings and Facilities (ADAAG), July 1991, U.S. Access Board. (For buildings and on-site facilities; usable if construction or alteration occurs prior to March 15, 2012.) www.access-board.gov/ada/

2010 ADA Standards for Accessible Design, USDOJ, 2010; consists of [28 CFR parts 35](#) and [36](#) and the ADA and Architectural Barriers Act (ABA) Accessibility Guidelines for Buildings and Facilities (ADA-ABAAG; also referred to as the 2004 ADAAG), July 23, 2004, U.S. Access Board. (For buildings and on-site facilities; usable if construction or alteration occurs after September 15, 2010, but required if construction or alteration occurs on or after March 15, 2012.)

www.access-board.gov/ada

ADA Standards for Transportation Facilities, USDOT, 2006; consists of 49 CFR parts 37 and 38 and the ADA and ABA Accessibility Guidelines for Buildings and Facilities (ADA-ABAAG; also referred to as the 2004 ADAAG), July 23, 2004, U.S. Access Board. (For transit, light rail, and similar public transportation facilities.)
www.access-board.gov/ada

Proposed Passenger Vessels Accessibility Guidelines. Published in the Federal Register on June 25, 2013. This document contains scoping and technical requirements for accessibility to passenger vessels by individuals with disabilities. The requirements are to be applied during the design, construction, additions to, and alteration of facilities and elements on passenger vessels to the extent required by Federal agencies under the Americans with Disabilities Act of 1990 (ADA). www.access-board.gov/pvag/nprm.htm

“Electronic and Information Technology Accessibility Standards (Section 508)”, December 21, 2000, U. S. Access Board www.access-board.gov/sec508/standards.htm

“Design Guidance, Accommodating Bicycle and Pedestrian Travel: A Recommended Approach” USDOT Policy Statement 2001 www.fhwa.dot.gov/environment/bikeped/design.htm

(3) Supporting Information

A Policy on Geometric Design of Highways and Streets (Green Book), AASHTO, Current version

WSDOT Field Guide for Accessible Public Rights of Way, 2010
www.wsdot.wa.gov/publications/fulltext/Roadside/ADA_Field_Guide.pdf

Guide for the Planning, Design, and Operation of Pedestrian Facilities, AASHTO, 2004. Provides guidance on the planning, design, and operation of pedestrian facilities along streets and highways. Specifically, the guide focuses on identifying effective measures for accommodating pedestrians on public rights of way. It can be purchased through the AASHTO website.

Highway Capacity Manual, Transportation Research Board (TRB), 2000

WSDOT Pedestrian Facilities Guidebook: Incorporating Pedestrians Into Washington’s Transportation System, OTAK, 1997
www.wsdot.wa.gov/publications/manuals/fulltext/m0000/pedfacgb.pdf

Pedestrian Facilities Users Guide – Providing Safety and Mobility, FHWA, 2002. Provides useful information regarding walkable environments; pedestrian crashes and their countermeasures; and engineering improvements for pedestrians.

http://drusilla.hsrc.unc.edu/cms/downloads/PedFacility_UserGuide2002.pdf

Roadside Manual M 25-30 WSDOT

“Special Report: Accessible Public Rights-of-Way – Planning & Designing for Alterations,” Public Rights-of-Way Access Advisory Committee, July 2007
www.access-board.gov/prowac/alterations/guide.htm

WSDOT *Understanding Flexibility in Transportation Design* – Washington, 2005
www.wsdot.wa.gov/research/reports/600/638.1.htm

WSDOT *Washington State Bicycle and Pedestrian Plan*
www.wsdot.wa.gov/bike/bike_plan.htm

300.03 Definitions

Accessible – Usable by persons with disabilities (ADA compliant).

Americans with Disabilities Act of 1990 (ADA) – The ADA is a civil rights law that identifies and prohibits discrimination based on disability. Title II of the ADA requires public entities to design new pedestrian facilities or, in some cases, alter existing pedestrian facilities to be accessible to and usable by people with disabilities.

Construction Impact Zone – The area in which an alteration to an existing facility takes place (also known as the project footprint). The curb ramps serving an altered crosswalk (marked or unmarked) are considered to be within the construction impact zone. Note that paving a crosswalk (overlay or inlay) is considered an alteration of the crosswalk.

Maximum Extent Feasible (MEF) – From the U.S. Department of Justice, [28 CFR Part 36.402](#), Alterations. The phrase “to the maximum extent feasible” applies to “the occasional case where the nature of an existing facility makes it virtually impossible to comply fully with applicable accessibility standards through a planned alteration.”

This phrase also refers to a stand-alone piece of design documentation that WSDOT uses to record its reasons for not being able to achieve full ADA compliance in alteration projects (called a Maximum Extent Feasible document).

300.04 Policy

(1) General

It is WSDOT policy to provide pedestrian facilities at all ferry terminal buildings, ferry terminal sites, waterside facilities, and along and across sections of state routes or city streets as an integral part of the transportation system. US Department of Transportation and WSF policy is that bicycle and pedestrian facilities be given full consideration in the planning and design of new construction and reconstruction of Terminal Improvement or Preservation projects, except where bicycle and pedestrian use is prohibited.

(2) Jurisdiction

When proposed projects extend beyond WSF terminal limits, per the terminal sundry site plan, and into public rights of way see [Design Manual](#) Section 1510.04 for further information on ADA compliance requirements.

(3) Maintenance

As noted in [Section 300.01](#), Title II of the ADA requires that a public entity maintain in operable working condition those features of facilities and equipment that are required to be readily accessible to and usable by persons with disabilities.

300.05 ADA Requirements by Project Type

Wherever pedestrian facilities are intended to be a part of the transportation facility, federal regulations ([28 CFR Part 35](#)) require that those pedestrian facilities meet ADA guidelines. All new construction or alteration of existing WSF transportation facilities must be designed and constructed to be accessible to and usable by persons with disabilities. US Department of Transportation is one of the federal agencies designated by the Department of Justice to ensure compliance with the ADA for transportation projects.

See [Chapter 210](#) for more information regarding project ADA requirements.

(1) **New Construction Projects**

New construction projects address the construction of a new roadway, terminal site, or other transportation facility where none existed before. For these projects, pedestrians' needs are assessed and included in the project. All pedestrian facilities included in these projects must meet the accessibility criteria when built.

(2) **Alteration Projects**

Any project that has the potential to affect the usability of a pedestrian facility is classified as an alteration project. Alteration projects include, but are not limited to, renovation; rehabilitation; reconstruction; historic restoration; resurfacing of circulation paths or vehicular ways; or changes or rearrangement of structural parts or elements of a facility. Where existing elements or spaces are altered, each altered element or space within the limits of the project shall comply with the applicable requirements for new construction to the maximum extent feasible. For additional information on existing buildings and facilities, see Section 202 of the [2010 ADA Standards for Accessible Design](#).

The following are some examples of project types that are classified as alteration projects and can potentially trigger ADA requirements:

- Pavement rehabilitation or replacement
- Transfer Span rehabilitation or replacement
- Overhead Loading rehabilitation or replacement
- Trestle rehabilitation or replacement or trestle pavement rehabilitation
- Tie-up slips
- Toll Plaza rehabilitation or replacement
- Illumination/Signing/Way Finding
- Rehabilitation or replacement of a terminal building, tollbooth, auxiliary facility, staff facilities, retail accommodations, interior remodeling

In addition the following project types around a terminal that are classified as alteration work can potentially trigger ADA requirements (See [Design Manual](#) Section 1510):

- HMA overlay or inlay
- Roadway widening
- Traffic signal installation or retrofit
- Sidewalk improvements
- Raised channelization

The following are not considered alterations:

- Spot pavement repair
- Liquid-asphalt sealing, chip seal (BST), or crack sealing
- Lane restriping that does not alter the usability of the shoulder

If there is uncertainty as to whether a project meets the definition of an alteration project, consult with the WSDOT ADA Compliance Manager.

The following apply to alteration projects:

- All new pedestrian facilities included in an alteration project that are put in place within an existing developed right of way must meet applicable accessibility requirements to the maximum extent feasible.
- All existing pedestrian facilities disturbed by construction of an alteration project must be replaced. The replacement facilities must meet applicable accessibility requirements to the maximum extent feasible.
- An alteration project shall not decrease or have the effect of decreasing the accessibility of a pedestrian facility or an accessible connection to an adjacent building or site below the ADA accessibility requirements in effect at the time of the alteration.
- Within the construction impact zone of an alteration project, any existing connection from a pedestrian access route to a crosswalk (marked or unmarked) that is missing a required curb ramp must have a curb ramp installed that meets applicable accessibility requirements to the maximum extent feasible. (See *Design Manual* Section 1510.09(2) for curb ramp accessibility criteria.)
- A crosswalk served by a curb ramp must also have an existing curb ramp in place on the receiving end unless there is no curb or sidewalk on that end of the crosswalk ([RCW 35.68.075](#)). If there is no existing curb ramp in place on the receiving end, an accessible curb ramp must be provided. This requirement must be met regardless of whether the receiving end of the crosswalk is located within the project's limits.
- Within the construction impact zone of an alteration project, evaluate all existing curb ramps to determine whether curb ramp design elements meet the accessibility criteria. (See *Design Manual* Section 1510.09(2) for curb ramp accessibility criteria.) Modify existing curb ramps that do not meet the accessibility criteria to meet applicable accessibility requirements to the maximum extent feasible. This may also trigger modification of other adjacent pedestrian facilities to incorporate transitional segments in order to ensure specific elements of a curb ramp will meet the accessibility criteria.
- Within the construction impact zone of an alteration project that includes Hot Mix Asphalt (HMA) overlay (or inlay) of an existing roadway and does not include reconstruction, realignment, nor widening of the roadway, evaluate all existing marked and unmarked crosswalks. (See *Design Manual* Section 1510.10(2) for crosswalk accessibility criteria.) If it is not possible to meet the new construction requirements for crosswalks, document this in the DDP.
- Within the construction impact zone of an alteration project that includes reconstruction, realignment, or widening of the roadway, evaluate all existing crosswalks (marked or unmarked) to determine whether crosswalk design elements

meet the accessibility criteria. (See *Design Manual* Section 1510.10(2) for crosswalk accessibility criteria.) Modify crosswalk slopes to meet new construction requirements to the maximum extent feasible.

- It may not always be possible to fully meet the applicable accessibility standards during alterations of existing facilities. If such a situation is encountered, consult with the WSDOT

ADA Compliance Manager to develop a workable solution to meet the accessibility requirements to the maximum extent feasible. If it is determined to be virtually impossible to meet the accessibility criteria, document the decision via a Maximum Extent Feasible (MEF) document. Cost is not to be used as a justification for not complying with the accessibility criteria. Physical terrain or site conditions that would require structural impacts, environmental impacts, or unacceptable impacts to the community in order to achieve full compliance with the accessibility criteria are some of the factors that can be used to determine that the maximum extent feasible is achieved. For any deficient element that does not match the preceding description, document the decision via a Maximum Extent Feasible (MEF) document.

- The MEF document will be reviewed by the appropriate Assistant State Design Engineer (ASDE) and the WSDOT ADA Compliance Manager. If acceptable, the MEF document will be approved and included in the DDP.

300.06 Terminal Facilities

At each ferry site there may be a number of buildings and other facilities located within or nearby the ferry dock that are available to passengers waiting to board or disembark from a ferry, and for WSF staff to carry out daily tasks in the operation and maintenance of ferry services.

Accessibility at each of these buildings or facilities is related to the users and detailed below.

(1) **Basic Accessibility Criteria**

Provide accessible circulation paths and pedestrian accessible routes at all WSF terminal buildings and facilities that are for public use to meet the following design element requirements:

(a) **Accessible Routes**

Circulation routes in and around the terminal building allow pedestrians to move about the building and between the ferry vessel. Provide accessible routes at a terminal building to coincide with or be located in the same area as general circulation paths. Where circulation paths are interior, required accessible routes are interior also. Additionally, accessible vertical interior circulation must be in the same area as stairs and escalators, not isolated in the back of the facility. The accessible route must also include those areas where concessions and vending for newspaper, food services, restrooms, etc are found in a terminal. For additional information on the requirements of a circulation path see *Design Manual* Section 1510.06.

See Section 206 of the *2010 ADA Standards for Accessible Design* for specific information pertaining to:

- Where required, including site arrival points, within a site, multi-story buildings and facilities
- Spaces and elements
- Employee work areas
- Location
- Entrances
- Doors, doorways, and gates
- Elevators
- Security barriers

See Section 402 of the *2010 ADA Standards for Accessible Design* for specific information pertaining to components of an accessible route:

- Walking surfaces, see [Section 300.06\(1\)\(j\)](#)
- Doors, doorway, and gates, see [Section 300.06\(3\)](#)
- Ramps, see [Section 300.06\(6\)](#)
- Curb ramps, see *Design Manual* Section 1510.09
- Elevators, see [Section 300.06\(11\)](#)

(b) Floor and Ground Surfaces

See Section 302 of the *2010 ADA Standards for Accessible Design* for specific information pertaining to:

- General surface requirements
- Carpet or carpet tile
- Openings in the floor or ground surface

(c) Changes in Level

See Section 303 of the *2010 ADA Standards for Accessible Design* for specific information pertaining to:

- General level requirements
- Vertical differences between two surfaces
- Beveled edges

(d) Turning Space

See Section 304 of the *2010 ADA Standards for Accessible Design* for specific information pertaining to:

- Surfaces
- Size
- Door swing

(e) Clear Floor or Ground Space

See Section 305 of the *2010 ADA Standards for Accessible Design* for specific information pertaining to:

- Surfaces
- Size
- Knee and toe clearances
- Position
- Approach
- Maneuvering clearances

(f) Knee and Toe Clearance

See Section 306 of the [2010 ADA Standards for Accessible Design](#) for specific information pertaining to:

- Toe clearances
- Knee clearances

(g) Protruding Objects

See Section 307 of the [2010 ADA Standards for Accessible Design](#) for specific information pertaining to:

- Protrusion limits
- Vertical clearances
- Post-mounted objects
- Required clear width

(h) Reach Ranges

See Section 308 of the [2010 ADA Standards for Accessible Design](#) for specific information pertaining to:

- General reach ranges
- Side reach
- Forward reach

(i) Operable Parts

See Section 309 of the [2010 ADA Standards for Accessible Design](#) for specific information pertaining to:

- Clear floor space
- Operation
- Height

(j) Walking Surfaces

See Section 403 of the [2010 ADA Standards for Accessible Design](#) for specific information pertaining to:

- Floor or ground surfaces, see [Section 300.06\(1\)\(b\)](#)
- Slope
- Changes in level, see [Section 300.06\(1\)\(c\)](#)
- Clearances, including clear width at a turn and passing spaces
- Handrails

(2) Entrances

Entrances, including the doors, doorways, and gates shall be ADA compliant and shall be on an accessible route.

See Section 206.4 of the [2010 ADA Standards for Accessible Design](#) for specific information pertaining to:

- Public entrances
- Entrances from tunnels or elevated walkways
- Parking structure entrances
- Transportation facilities

(3) **Doors, Doorways, and Gates**

Doors, doorways, and gates that are part of an accessible route shall be accessible.

See Section 206.5 of the [2010 ADA Standards for Accessible Design](#) for specific information pertaining to:

- Entrances
- Rooms and spaces

See Section 404.1 of the [2010 ADA Standards for Accessible Design](#) for specific information pertaining to:

- General requirements

(a) **Manual Doors, Doorways, and Manual Gates**

See Section 404.2 of the [2010 ADA Standards for Accessible Design](#) for specific information pertaining to:

- Revolving doors, gates, and turnstiles
- Double-leaf doors and gates
- Clear width
- Maneuvering clearances
- Thresholds
- Doors or gates in series
- Door and gate hardware
- Closing speed
- Door and gate opening force
- Door and gate surfaces
- Vision lights

(b) **Automatic and Power-Assisted Doors and Gates**

See Section 404.3 of the [2010 ADA Standards for Accessible Design](#) for specific information pertaining to:

- Clear width
- Maneuvering clearance
- Thresholds
- Doors and gates in series
- Controls
- Break out opening

(4) **Toilet Rooms**

Toilet rooms are provided at each terminal building for public and employee use. The number and types of accessible water closets and toilet compartments is discussed in [Chapter 400](#). In addition to the accessibility requirements below for the various toilet room elements found in a terminal building, there may be local jurisdiction building requirements to consider when designing this room. Any dispenser provided in the toilet room shall meet the reach and toes requirements in [Section 300.06\(2\)](#).

See Section 603 of the [2010 ADA Standards for Accessible Design](#) for specific information pertaining to:

- Clearances for turning space, overlap, and door swing
- Mirrors
- Coat hooks
- Shelves

(5) **Water Closets and Toilet Compartments**

See Section 213 of the *2010 ADA Standards for Accessible Design* for specific information pertaining to:

- General requirements
- Toilet rooms
- Plumbing fixtures and accessories, including toilet compartments, water closets, urinals, lavatories, mirrors, coat hooks, and shelves

Any dispenser provided in a water closet or toilet compartment shall meet the reach and toes requirements in [Section 300.06\(2\)](#). See Section 604 of the *2010 ADA Standards for Accessible Design* for specific information pertaining to:

- Location
- Clearance, such as size and overlap
- Seats
- Grab bars, see [Section 300.06\(5\)\(d\)](#)
- Flush controls, hand operated or automatic
- Dispensers

(a) **Toilet Compartments**

See Section 604.8 of the *2010 ADA Standards for Accessible Design* for specific information pertaining to:

1. Wheelchair Accessible Compartments
 - Size
 - Doors
 - Approach
 - Toe clearance
 - Grab bars, see [Section 300.06\(5\)\(d\)](#)
2. Ambulatory Accessible Compartments
 - Size
 - Doors
 - Grab bars, see [Section 300.06\(5\)\(d\)](#)
 - Coat hooks
 - Shelves

(b) **Urinals**

See Section 605 of the *2010 ADA Standards for Accessible Design* for specific information pertaining to:

- Height and depth
- Clear floor space
- Flush controls

(c) **Lavatories and Sinks**

Any dispenser provided shall meet the reach and toes requirements in [Section 300.06\(2\)](#). Locate soap and towel dispensers so that they are conveniently usable by a person at the accessible lavatory. See Section 606 of the *2010 ADA Standards for Accessible Design* for specific information pertaining to:

- Clear floor space
- Height
- Faucets
- Exposed pipes and surfaces

(d) Grab Bars

See Section 609 of the [2010 ADA Standards for Accessible Design](#) for specific information pertaining to:

- Cross section, circular or non-circular
- Spacing
- Position of grab bars
- Surface hazards
- Fittings
- Installation
- Structural strength

(6) Ramps

Ramps are comprised of one or more ramp segments interconnected by level landings. See Section 405 of the [2010 ADA Standards for Accessible Design](#) for specific information pertaining to:

- Slope
- Cross slope
- Floor and ground surfaces
- Clear width
- Rise
- Landings, including slope, width, length, change in direction, doorways
- Handrails, see [Section 300.06\(8\)](#)
- Edge protection, including extended ground or floor surface, and curb or barrier
- Wet conditions

(7) Stairways

See Section 504 of the [2010 ADA Standards for Accessible Design](#) for specific information pertaining to:

- Treads and risers
- Tread surface
- Nosings
- Handrails are to be placed on both sides of stairs. Handrails are to be continuous within the full length of each stair flight.
- Inside handrails on switchback or dogleg stairs are to be continuous between flights. Fasten handrails so they do not rotate within their fittings.
- Wet conditions

(8) Handrails

See Section 505 of the [2010 ADA Standards for Accessible Design](#) for specific information pertaining to:

- Continuity
- Height
- Clearance
- Gripping Surface
- Handrail cross section, circular or noncircular
- Surfaces
- Fittings
- Handrail Extensions top and bottom of stairs or ramps

(9) **Drinking Fountains**

See Section 211 of the [2010 ADA Standards for Accessible Design](#) for specific information pertaining to:

- General requirements
- Minimum number
- More than minimum number

See Section 602 of the [2010 ADA Standards for Accessible Design](#) for specific information pertaining to:

- Clear floor space
- Operable parts
- Spout height
- Spout location
- Water flow

(10) **Signs**

See Section 216 of the [2010 ADA Standards for Accessible Design](#) for specific information pertaining to:

- General requirements
- Designations
- Directional and informational signs
- Means of egress
- Parking
- Entrances
- Elevators
- Toilet rooms
- TTYs
- Check-out aisles

Provide visual paging information for all electronic sign systems in consultation with WSDOT's ADA Manager. See *Electronic and Information Technology Accessibility Electronic and Information Technology Standards, Subpart B* for specific information on information technology requirements.

See Section 703 of the [2010 ADA Standards for Accessible Design](#) for specific information pertaining to:

- General requirements
- Raised characters
- Braille
- Installation and height
- Visual characters
- Pictograms
- Symbols of accessibility

(11) Elevators

Provide an elevator as the accessible route at such locations as a pedestrian overhead loading, or within a site, facility, or a ferry terminal building, when a pedestrian accessible route access cannot be provided. See Section 206.6 of the [2010 ADA Standards for Accessible Design](#) for more information.

See Section 407 of the [2010 ADA Standards for Accessible Design](#) for specific information pertaining to:

- General requirements
- Elevator door requirements
- Elevator landing requirements
- Elevator car requirements

(12) Public Telephones

See Section 217 of the [2010 ADA Standards for Accessible Design](#) for specific information pertaining to:

- General requirements
- Volume controls
- Wheelchair accessible telephone
- TTYs
- Shelves for portable TTYs

See Section 704 of the [2010 ADA Standards for Accessible Design](#) for specific information pertaining to:

- Wheelchair accessible telephone
- TTYs
- Volume control telephones
- TTY shelf

(13) Automatic Teller Machines and Fare Machines

See Section 220 of the [2010 ADA Standards for Accessible Design](#) for specific information pertaining to:

- General requirements

See Section 707 of the [2010 ADA Standards for Accessible Design](#) for specific information pertaining to:

- Clear floor or ground space
- Input
- Operable parts
- Display screen
- Privacy
- Braille instructions
- Speech output

(14) Picnic Tables, Tables and Counters

Picnic tables, tables and counters provided for passengers to use while waiting to board a ferry shall be accessible. See Section 902 of the [2010 ADA Standards for Accessible Design](#) for specific information pertaining to:

- Clear floor or ground space
- Height

(15) Benches

Benches provided for seating at tables or for passengers to sit at while waiting to board a ferry shall be accessible. See Section 903 of the *2010 ADA Standards for Accessible Design* for specific information pertaining to:

- Clear floor or ground space
- Size
- Height
- Structural strength
- Wet locations

(16) Check-Out Aisles and Sales and Service Counters

See Section 227 of the *2010 ADA Standards for Accessible Design* for specific information pertaining to:

- Check-out aisles
- Altered check-out aisles
- Counters
- Queues and waiting lines

See Section 904 of the *2010 ADA Standards for Accessible Design* for specific information pertaining to:

- Approach
- Check-out aisles
- Sales and service counters
- Security glazing

(17) Fire Alarms

See Section 215 and 702 of the *2010 ADA Standards for Accessible Design* for specific information.

(18) Pet Area

Where a pet area is provided at a terminal facility, provide an accessible route from the terminal building to the pet area. Provide curb ramps where required and ensure reach and toes requirements found in [Section 300.05\(2\)](#) to the bag dispensers and garbage cans for the disposal of pet waste.

(19) Accessible Means of Egress

All ferry terminal buildings, either public or employee accessible, shall have accessible means of egress when an emergency occurs. For detailed information on accessible means of egress see Section 207 of the *2010 ADA Standards for Accessible Design*.

300.07 Staff Facilities at Terminals

Staff facilities are located within the Terminal Supervisor's Building, the Passenger Building, the tollbooths, and the overhead loading area and may include employee offices & work spaces, employee amenities, storage areas, and security areas. For more details on staff facilities, see Chapters 430 and 440.

Although staff facilities used exclusively by employees for work are not required to be fully accessible, consider designing such areas to include non-required turning spaces, and provide accessible elements whenever possible. Under the ADA, employees with disabilities are entitled to reasonable accommodations in the workplace; accommodations can include alterations to spaces within the facility. Designing employee work areas to be more accessible at the outset will avoid more costly retrofits when current employees may become temporarily or permanently disabled, or when new employees with disabilities are hired.

See Sections 203.9 and 206.2.8 of the [2010 ADA Standards for Accessible Design](#) for additional specific information.

(1) Accessible Design Criteria

Accessible requirements for employee work areas include:

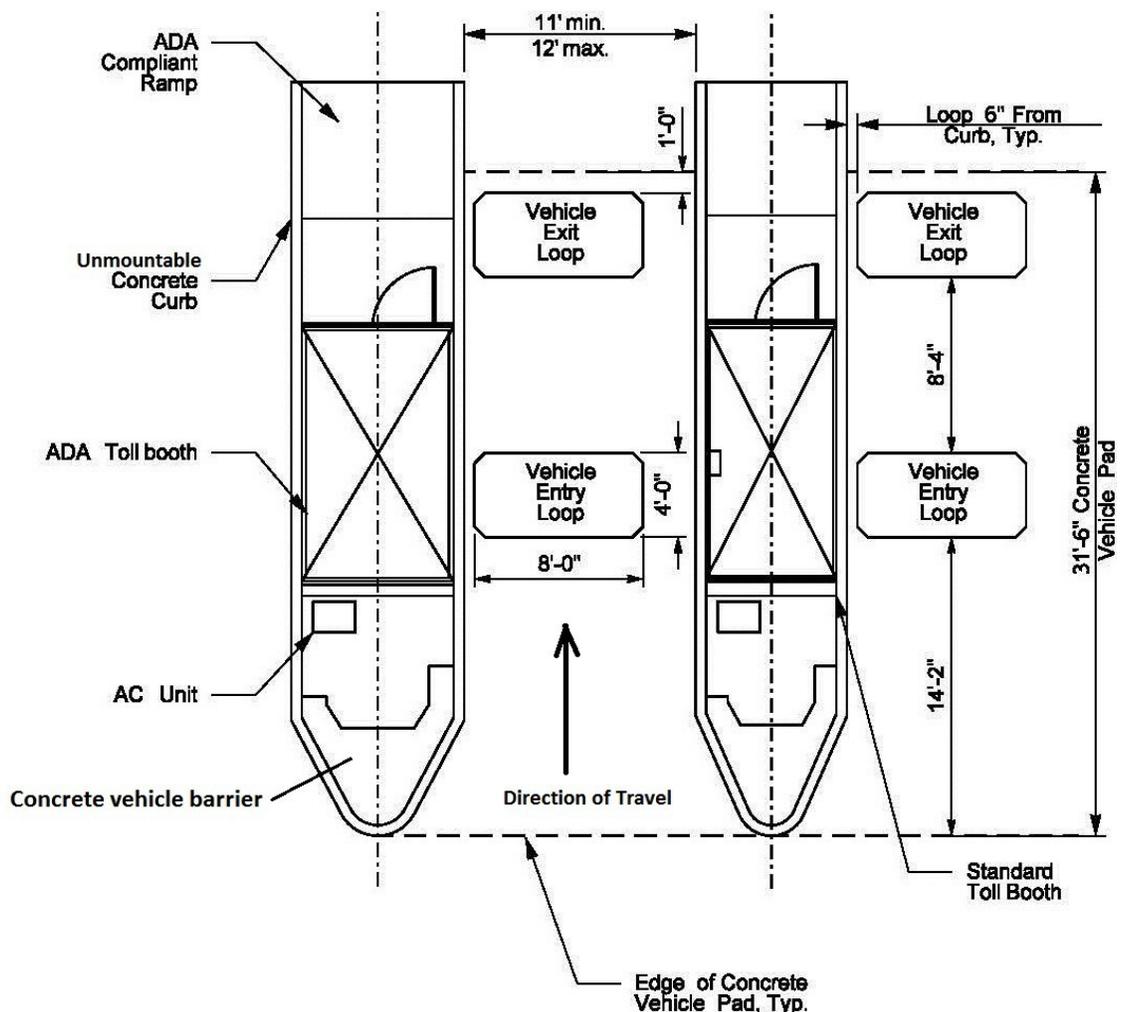
- Provide common use circulation paths with accessible routes that meet [Section 300.06\(1\)](#)
- Provide accessible doorways complying with requirements of [Section 300.06\(3\)](#)
- Provide accessible ramps complying with requirements of [Section 300.06\(6\)](#)
- Provide toilet rooms complying with requirements of [Section 300.06\(4\)](#)
- Provide curb ramps complying with the requirements in [Design Manual Chapter 1510](#)
- Provide elevators where needed complying with requirements of [Section 300.06\(11\)](#)
- Provide an accessible means of egress complying with requirements of [Section 300.06\(19\)](#)
- Where employee work areas have audible fire alarm coverage see [Section 300.06\(17\)](#)

(2) Tollbooths

Provide one tollbooth at each terminal location that is ADA accessible for employees with disabilities to work in. See Exhibit 300-1 for a typical layout of an ADA accessible tollbooth. Design the tollbooth using the Basic Accessibility Criteria found in Sections 300.06(1)(a) thru (j).

Many of the tollbooth floors are elevated above the toll lane of the vehicle for worker safety purposes. This can result in employee accessibility issues. Provide accessibility to all tollbooths to the maximum extent feasible so that an employee with disabilities can approach, enter and exit the work area. Accessibility requirements include:

- Turning clearances on the PAR approaching the tollbooth entrance
- The ramp into the tollbooth structure
- Doorway width



WSF ADA Tollbooth Design
Exhibit 300-1

300.08 Site Design Considerations

(1) Accessibility for Ticket Purchases

Toll plazas are utilized at many WSF terminals to collect fares for vehicles and their passengers before entering the vehicle holding area or from “walk-on” passengers. Tollbooths are structures strategically located within the toll plaza area and are staffed by WSF personnel to collect toll fees prior to boarding a ferry.

Persons who “walk-on” to the ferry may need to purchase a ticket at the vehicle tollbooth. Provide a pedestrian circulation path from the vehicle drop-off point, terminal, or parking area to a designated tollbooth to allow individuals with a disability to purchase a ticket.

Where applicable, at the tollbooth provide an accessible location out of the tollbooth driving lane where the ticket transaction can be completed. This area shall be covered to provide weather protection to the individual purchasing the ticket. The transaction area shall comply with the Basic Accessibility Criteria found in Sections [300.06\(1\)\(a\)](#) thru [\(g\)](#).

Also, where applicable and needed, provide a pedestrian circulation path from the tollbooth transaction area to the passenger loading/queuing area or entrance to the terminal building. The pedestrian circulation path shall comply with the requirements found in *Design Manual* Section 1510.06.

If the passenger queuing area or overhead loading transfer span are elevated from the entrance or boarding or disembarking areas, provide an accessible ramp or elevator for the pedestrian access route, see [Section 300.06](#). Stairs are not a pedestrian access route.

(2) Vehicle Holding Lanes

Vehicle holding lanes are provided at ferry terminals to await loading onto a ferry. As ferry terminals are rehabilitated or replaced, provide a 12-foot holding lane for ADA accessibility to the maximum extent possible that will provide a pedestrian accessible path from alongside the holding lanes to any other location within the ferry terminal. Coordinate with WSDOT ADA Compliance Manager and WSF Operations early to determine where to provide an ADA accessible holding lane.

Within the holding area provide accessible features to reach amenities such as a concession, pet area, or a restroom.

(3) Bicycle Access

The presence of bicyclists can be found at each terminal facility. Providing a route from the roadway to the ferry vessel can be challenging based upon the site constraints and number of bike riders at each terminal. Basic considerations when accommodating bicyclists include:

- Entry to the Terminal site:
- Where to purchase ticket
- Holding Area
- Pavement Markings
- Signing

The width of a bike lane is 4 feet minimum, see *Design Manual* Section 1520.

Locate drainage inlets and manhole covers to avoid bike lanes. When a drainage feature is within the bike lane provide drainage inlet grates that have openings narrow enough and short enough that bicycle tires will not drop into the grates. Replace existing grates that are not bicycle-safe with grates designed for bicycles: a WSDOT vaned grate, herringbone grate, or other grate with an opening perpendicular to the direction of travel, 4 inches or less center to center.

(4) **Parking Spaces**

See Section 208 of the [2010 ADA Standards for Accessible Design](#) for specific information pertaining to:

- General requirements
- Minimum number of accessible spaces, including van spaces
- Location

See Section 502 of the [2010 ADA Standards for Accessible Design](#) for specific information pertaining to:

- General requirements
- Vehicle spaces
- Access aisle
- Width
- Length
- Marking
- Location
- Floor or ground surfaces
- Vertical clearances
- Identification
- Relationship to accessible routes

See the [Roadside Manual](#) M 25-30 and the [Standard Plans](#) M 21-01 for more additional parking space design guidance.

(5) **Passenger Loading Zones and Bus Stops**

Early coordination with the local Transit Agency is required when locating a bus shelter near a terminal building. Typically, improvements of the circulation path to the terminal building or to the boarding and alighting area are completed by WSF and the shelter is provided and installed by the transit agency. Complete the agreement on what improvements are to be completed by WSF as early as possible. Provide accessible routes to these areas; see [Section 300.05](#) for more information.

See Section 209 of the [2010 ADA Standards for Accessible Design](#) for specific information pertaining to:

- Type

(a) **Passenger Loading Zones**

See Section 503 of the [2010 ADA Standards for Accessible Design](#) for specific information pertaining to:

- Vehicle pull-up space
- Access aisle, including width, length, and marking
- Floor and ground surfaces
- Vertical clearances

(b) Bus Stop Boarding and Alighting Areas

See Section 810.2 of the *2010 ADA Standards for Accessible Design* for specific information pertaining to:

- Surface
- Dimensions
- Connection
- Slope

(c) Bus Shelters

See Section 810.3 of the *2010 ADA Standards for Accessible Design* for specific information pertaining to:

- Minimum clear floor or ground space entirely within the shelter
- An accessible route connecting a bus shelter to a boarding and alighting area

300.09 Gangways

A gangway is a variable-sloped pedestrian walkway consisting of one or more runs. Gangways that are part of a passenger boarding system are required to comply with the requirements of [Section 300.08](#). The elevated pedestrian circulation path between the terminal building and the ferry vessel which facilitates the loading and unloading of walk-on passengers via a route separate from the vehicle route is referred to as “passenger overhead loading” (see [Chapter 620](#) for details). The movable portion of this walkway that raises and lowers onto the passenger deck of the ferry vessel is the “pedestrian transfer span”. At terminals where there is no passenger overhead loading, passenger loading takes place via the vehicle transfer span (see [Chapter 610](#) for details).

See Section V410 of the *Proposed Passenger Vessels Accessibility Guidelines* for specific information pertaining to:

- Slope - Refer to Exemption 5 regarding passenger boarding via the vehicle transfer span.
- Cross Slope
- Surfaces
- Clear Width
- Transition Plates
- Landings
- Handrails
- Edge Protection, includes extended deck surface, and curb or barrier
- Wet conditions

Provide emergency egress stairs for the fixed overhead walkway in the vicinity of the shore side end of the pedestrian transfer span. Include a Platform lift complying with IBC Section 1007.5

300.10 Pedestrian Features with DOT Rights-of-Way

WSDOT [Design Manual Chapter 1510](#) provides policy for all other pedestrian features found within WSDOT rights-of-way or WSF leased property. A WSF designer needs to be aware of the various pedestrian features found in [Design Manual Chapter 1510](#) to ensure accessibility design is incorporated for those areas outside the WSF terminal building limits.

Below is a list of ADA features found in [Design Manual Chapter 1510](#) that a designer can reference for more details:

- Pedestrian Circulation Paths: [Design Manual](#) Section 1510.06
- Pedestrian Access Routes: [Design Manual](#) Section 1510.07
- Sidewalks: [Design Manual](#) Section 1510.08
- Curb Ramps: [Design Manual](#) Section 1510.09
- Crosswalks: [Design Manual](#) Section 1510.10
- Raised Medians/Traffic Islands: [Design Manual](#) Section 1510.11
- Pedestrian Push Buttons at Signals: [Design Manual](#) Section 1510.12
- At-Grade Railroad Crossings: [Design Manual](#) Section 1510.13
- Pedestrian Grade Separations (Structures): [Design Manual](#) Section 1510.14
- Other Pedestrian Facilities: [Design Manual](#) Section 1510.15
- Illumination and Signing: [Design Manual](#) Section 1510.16
- Work Zone Pedestrian Accommodation: [Design Manual](#) Section 1510.17
- Shared used paths are discussed in [Design Manual Chapter 1515](#).

300.11 Documentation

For the list of documents required to be preserved in the Design Documentation Package and the Project File, see the Design Documentation Checklist found in [Chapter 220](#).

300.12 People First Language

“People First Language” is the practice of framing how you speak about people with disabilities by respectfully putting the person before the disability. Disabilities are not persons and they do not define persons, so do not replace person-nouns with disability-nouns. Using People First Language—putting the person before the disability—and eliminating old and prejudicial descriptors is not political correctness; instead, it demonstrates good manners, respect, and the Golden Rule.

Say/Write:	Instead of:
Person with a disability	Handicapped/Disabled person
He has a cognitive disability	He is mentally retarded
He has a psychiatric/mental disability	He is crazy....he is insane.
She has autism	She is autistic
He has Down Syndrome	He is Down's.
She has epilepsy/seizures	She has fits.
He has a physical disability	He is crippled/handicapped/lame
He has mobility limitations	He is mobility impaired
She uses a wheelchair	She is confined to a wheelchair
He is deaf/he is non-vocal	He is deaf mute/he is deaf and dumb
He has a brain injury	He is brain damaged
She has a congenital disability	She has a birth defect
She does not have a disability	She is normal
He has a disability	He suffers from/is afflicted by a disability
Accessible Parking	Handicapped Parking