

2024 ADA TRANSITION PLAN UPDATE – COUNTY FACILITIES

Kevin P. Vida

FREDERICK COUNTY GOVERNMENT

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Frederick County, Maryland

ADA Transition Plan

Summary

On July 26, 1990, the Americans with Disabilities Act (ADA) was enacted to provide individuals with disabilities equal opportunities with respect to employment, public accommodations, transportation, state and local government services and programs, and telephone communications. The ADA is divided into five titles (sections).

To comply with Title II of the ADA, which prohibits discrimination based on disability in state and local government services, the Frederick County Board of County Commissioners approved an ADA Transition Plan (Plan) on July 28, 1992. The Plan identified modifications and estimated costs to bring County buildings, parks, and water and sewer plants into compliance with ADA standards.

In 2010 revised and expanded ADA regulations for Titles II and III of the ADA were issued. These regulations adopted revised enforceable accessibility standards, called the 2010 ADA Standards for Accessible Design or 2010 Standards. On March 15, 2012, compliance with the 2010 Standards was required for new construction and alterations under Titles II and III. March 15, 2012, is also the compliance date for using the 2010 Standards for program accessibility and barrier removal.

Staff of Public Works and Parks and Recreation divisions undertook a reevaluation of the buildings and grounds managed by their respective divisions in summer 2014 to update the County's Plan. Facilities built prior to March 15, 2012, were inspected in accordance with the 1991 guidelines (1991 Standards for Accessible Design); facilities built or modified after March 15, 2012, were evaluated in accordance with the 2010 Standards. Staff compiled a deficiency list (See Appendix F), estimated correction costs, and a proposed timeline for repairs required to bring buildings (excluding those managed by the Division of Utilities and Solid Waste Management) and parks into compliance. This plan and Appendix F has been updated in 2024.

2. OVERVIEW AND PURPOSE

2.1 Legislative Mandate

The development of a Transition Plan is a requirement of the federal regulations implementing The Rehabilitation Act of 1973, which required that all organizations receiving federal funds make their programs available without discrimination towards people with disabilities. The Act, which is known as the “civil rights act” of persons with disabilities, states that:

No otherwise qualified handicapped individual in the United States shall, solely by reason of handicap, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance. (Section 504)

After the enactment of the Rehabilitation Act, Congress passed the Americans with Disabilities Act (ADA) on July 26, 1990. Title II of the ADA covers programs, services, and activities of public entities. The Department of Justice’s Title II regulation adopts the general prohibitions of discrimination established under Section 504 and incorporates specific prohibitions of discrimination for the ADA. Title II provides protection to individuals with disabilities that are at least equal to those provided by the nondiscrimination provisions of Title V of the Rehabilitation Act. The County of Frederick conducted an ADA Self-Evaluation and Assessment in 1992. This is a 2024 update of the 1992 Transition Plan.

2.2 AMERICANS WITH DISABILITIES ACT OF 1990 OVERVIEW

The Americans with Disabilities Act gives civil rights protection to individuals with disabilities like those provided to individuals based on race, sex, national origin, age, and religion. It guarantees equal opportunity for individuals with disabilities in public accommodations, employment, transportation, State and local government’s services, programs, and activities.

To be protected by the ADA, one must have a disability or have a relationship or association with an individual with a disability. An individual with a disability is defined by the ADA as a person who has a physical or mental impairment that substantially limits one or more major life activities, a person who has a history or record of such impairment, or a person who is perceived by others as having such impairment. The ADA does not specifically name all the impairments that are covered.

ADA Title I – Employment – ADA states that a covered entity shall not discriminate against a qualified individual with a disability. This applies to the job application procedures, hiring, advancement, and discharge of employees, worker’s compensation, job training, and other conditions and privileges of employment.

ADA Title II – Public Services including public transportation. Title II has two sections. One covers public agencies (local, county, and state government). This section generally requires that agencies comply with regulations like Section 504 of the Rehabilitation Act. These rules cover access to all programs, services, and activities offered by the entity. Access includes physical access described in the Uniformed Accessibility Standards or the ADA Standards for Accessible Design and access that might be obstructed by discriminatory policies or procedures of the entity. The other section of Title II is specific to public transportation provided by public entities. It includes the National Railroad Passenger Corporation, along with all other commuter authorities.

ADA Title III- Public Accommodations and Commercial Facilities. No individual may be discriminated against based on disability with regards to full and equal enjoyment of the goods, services, facilities, or accommodations of any place of public accommodations by any person who owns, leases, or operates a place of public accommodation. Public accommodations include places of lodging, recreation, transportation, education, dining, stores, and care providers among other things.

ADA Title IV – Telecommunications – Title IV of the ADA addresses telephone and television access for people with hearing and speech disabilities. It requires common carriers (telephone companies) to establish interstate and intrastate telecommunication relay services (TRS) 24 hours a day 7 days a week. TRS enables callers with hearing and speech disabilities who use text telephone (TTY or TDD) and callers who use voice telephones to communicate with each other through a third-party communication assistant. Title IV also requires closed captioning of federally funded public service announcements.

ADA Title V – Miscellaneous Provisions – Title V of the Americans with Disabilities Act is very short but discusses further details about the ADA’s relationship with other federal and state laws and reinforces that retaliation and coercion against someone is wrong. Title V includes information regarding the ADA’s relationship with the Rehabilitation Act of 1973, requirements relating to the provision of insurance, construction and design regulations by the U.S. Access Board, prohibition of state immunity, promotion of alternate means of dispute resolution and establishes technical assistance.

Any other state or a federal law that applies to people with disabilities can be used under the umbrella of the ADA. If a federal or state law is developed that is stronger than the provisions outlined in ADA, these stricter regulations can be incorporated into existing ADA legislation to provide the maximum protection for people with disabilities.

2.3 COMPONENTS OF TITLE II OF AMERICANS WITH DISABILITIES ACT SUBTITLES A and B

The Americans with Disabilities Act (ADA) is a comprehensive federal nondiscrimination law designed to remove barriers that prevent people with disabilities from accessing and having the same opportunities available to people without disabilities. The law applies specifically to employment, state and local governments, telecommunications, and businesses that are public accommodations or commercials. Title II of the ADA covers programs, activities, and services of public entities. It is divided into two subtitles.

Subtitle A protects qualified individuals with disabilities from discrimination based on disability in services, programs, or activities, including employment that are provided or made available by public entities. Subtitle A essentially extends the disability-related requirements imposed on federally assisted programs by Section 504 of the Rehabilitation Act of 1973, as amended to all State and local government and other specified public entities (regardless of size) including those that do not receive federal financial assistance. Regulations implementing subtitle A of Title II have been published by the U.S. Department of Justice (DOJ). These regulations indicate that for employment related activities, public entities that are also subject to Title I of the ADA must follow the Title I regulations. Public entities that are not subject to Title I (i.e. those with fewer than 15 employees) must follow the employment related regulations implementing Section 504 of the Rehabilitation Act that have been issued by the appropriate federal agency.

Subtitle B of Title II extends coverage to all public entities that provided public transportation, regardless of whether they receive federal financial assistance. This section of the ADA establishes standards for the operation of public transit systems, including commuter and intercity rail (AMTRAK). The Department of Transportation is responsible for the implementation of subtitle B of Title II. DOJ is the lead agency responsible for enforcing Title II of the ADA. However, eight federal agencies assist DOJ with enforcement by investigating complaints under Title II and then referring those matters that are unable to be resolved informally to DOJ.

2.4 PUBLIC ENTITY RESPONSIBILITIES UNDER TITLE II – SERVICES, PROGRAMS, AND ACTIVITIES

Subtitle A of Title II of the ADA prohibits discrimination based on disability by public entities, both in the provision of services, programs, and activities and in employment practices. Listed below are the key public entity responsibilities under Title II with respect to the provision of services, programs, and activities. ADA does not require the County of Frederick, Maryland to undertake any action that would result in a fundamental alteration in the intent of its programs; services or activities would create a hazardous condition or would represent an undue financial and administrative burden. This determination can only be made by the ADA Coordinator and must be accompanied by a statement citing the reasons for reaching this conclusion.

Nondiscrimination. Public entities must not discriminate against, deny the benefits of, or exclude qualified individuals with disabilities from participation in any services, program, or activity. The aids, benefits and services provided to persons with disabilities must be equal to those provided to others and must be effective in affording equal opportunity to obtain the same result. A public entity may develop separate or different aids, benefits, or services when necessary to provide individuals with disabilities with an equal opportunity to participate in or benefit from a public entity's services, programs, or activities, but only when necessary to ensure that the aids, benefits, or services are as effective as those provided to others. However, Title II provides that even when separate aids, benefits, or services would be more effective, a qualified individual with a disability still has the right to choose to participate in a program that is not designed to accommodate individuals with disabilities.

Reasonable Modifications. Public entities must reasonably modify any policies, practices, and/or procedures to avoid discrimination. If a public entity can demonstrate that the modifications would fundamentally alter the nature of its services, program, or activity, it is not required to make the modification.

Disability-Related Inquiries. Public entities must limit disability related inquiries to those allowed by the law. However, in the context of providing aid, benefits, services and training, disability-related inquiries may be lawful if they are limited to tailoring services to the need of the individual. Although disability-related inquiries necessary to provide appropriate services are permissible, inquiries that have the effect of discriminating are not.

Personal Services and Devices. Public entities are not required by Title II to provide personal devices such as wheelchairs, individually prescribed devices such as eyeglasses, hearing aids, or services of a personal nature.

Program Accessibility. Public entities must ensure that their services, programs, and activities are readily accessible to and usable by individuals with disabilities, when each service, program, or activity is viewed in its entirety. Under the accessibility requirements, a public entity must set up each of its services,

programs, and activities in advance to be accessible to qualified individuals with disabilities when looked at. This requirement is separate and apart from the requirement to provide a specific individual with a reasonable accommodation. It does not mean that every facility when used to provide a service, program or activity, or every part of such facility must be accessible to and usable by qualified individuals with disabilities nor does it mean that a public entity must take any action that would threaten or destroy the historic significance of a historic property. However, if a particular service, program, or activity is offered at only one site, that site must be made accessible, or the service program or activity must be made available at an alternate accessible site or sites. Under the program accessibility requirements, a public entity is not obligated to make structural changes to its facility if other ways of providing access for people with disabilities such as redesigning equipment, moving classes, or other services to accessible locations or assigning aides to work with individuals with disabilities are possible. However, two specific requirements apply to such alternative arrangements. First, Public entities must provide services, programs, and services to people with disabilities in the most integrated setting possible and secondly, public entities may be required to alter or renovate its facilities if there is no other way of providing program accessibility.

Architectural Accessibility. Public entities must ensure that their facilities are constructed and altered in such a manner that the facilities or parts thereof are readily accessible to and usable by individuals with disabilities if construction or alteration began after January 26, 1992.

Communications. Public entities must take appropriate steps to ensure that communication with applicants, participants, and members of the public with disabilities are as effective as communication with others. A public entity must provide appropriate auxiliary aids and services where necessary to afford an individual with a disability an equal opportunity to participate in and benefit a service, program or activity conducted by a public entity.

Maintenance of Accessible Features. Public entities must maintain in operable condition those features of facilities and equipment that are required to be readily accessible to and usable by persons with disabilities.

Notice. Public entities must make available to applicants, participants, beneficiaries, and other interested persons information regarding the provisions of subtitle A of Title II and its applicability to services, programs, or activities of the public entity and make this information available in a manner necessary to apprise such persons of the protections against discrimination.

Designation of Responsible Employee and Adoption of Grievance Procedures. Public entities that employ 50 or more persons shall designate at least one employee to coordinate its efforts to comply with and carry out its responsibilities under ADA Title II, including any investigation of any complaint communicated to the public entity alleging its noncompliance or alleging any actions that are prohibited. The public entity must make available to all interested individuals the name, office address and telephone number of the Designated Responsible Employee

Compliant Procedures. Public entities that employ 50 or more persons must adopt and publish grievance procedures for prompt and fair resolution of complaints alleging any action that would be prohibited by Title II of the ADA.

2.5 Public Entity Responsibilities under Title II – Employment Practices

Listed below are the key public entity responsibilities under Title II about employment practices

Nondiscrimination. Public entities cannot discriminate against qualified individuals with disabilities in any of their employment and personal practices, including recruitment, hiring, promotion, demotion, layoff and return from layoff, compensation, job classification, paid or unpaid leave, fringe benefits, training and employer sponsored activities.

Reasonable Accommodations. Public entities must provide reasonable accommodations when requested for people with disabilities in all aspects of employment, so that qualified job applicants and employees with disabilities may participate in the application process, perform essential job functions, and have equal opportunity to the rights and privileges of employment. Public entities are not required to provide a requested accommodation if that accommodation would impose an undue hardship on the operation of its program.

Nondiscrimination in Selection Criteria and the Administration of Tests. Public entities must not use employment selection criteria that tend to screen out individuals with disabilities based on disability, unless the public entity can show that a particular selection criterion is job related to the position at issue and required by business necessity. If a particular selection criterion is required by business necessity, the public entity may have to provide reasonable accommodation if that would enable the applicant to meet the criteria. Public entities also have a duty to provide reasonable accommodations so that an employment test accurately measures an applicant's skills, aptitude or whatever the test purports to measure rather than the individual's impaired sensory, manual, or speaking skills unless the test is designed to measure such skills.

Medical Examinations and Pre-Employment Inquiries. Public entities must ensure that all medical examinations and pre-employment medical inquiries are limited to those allowed under the law. Before extending a job offer, public entities generally may not require medical examinations or make disability related inquiries that are likely to reveal whether an applicant is an individual with a disability. Public entities may however make pre-offer inquiries into the ability of an applicant to perform job-related functions and/or may ask the applicant to describe or to demonstrate how with or without reasonable accommodation the applicant will be able to perform the essential functions of the job. Public entities may require a medical examination or make a disability related inquiry after making a job offer of employment but before the applicant begins his or her duties and condition the employment offer on the results of such inquiry or examination, if all entering employees into the same job category are subjected to such an examination or inquiry, regardless of disability. If a job offer is withdrawn because of a disability, the selection criteria used must be job related and consistent with business necessity. In addition, a public entity may require a medical examination or make a job-related inquiry of a current employee if the examination or inquiry is job related and consistent with business necessity. Medical information must be kept confidential. This includes requiring that such information be collected and stored separately from other personnel information.

Recordkeeping. Where a charge of discrimination has been filed against a public entity, the public entity must maintain all personnel records relevant to the charge or action until final disposition of the charge or action.

Designation of Responsible Employee. Public entities that employ 50 or more employees shall designate at least one employee to coordinate its efforts to comply with and carry out its responsibilities under ADA Title II, including investigation of any complaint communicated to the public entity alleging its

noncompliance or alleging any actions that are prohibited. The public entity must make available to all interested individuals the name, office address and telephone number of the Designated Employee.

Compliant Procedures. Public entities that employ 50 or more employees must adopt and publish grievance procedures for prompt and fair resolution of complaints alleging a violation of Title II of the ADA.

Retaliation and Coercion. Public entities must not retaliate, coerce, intimidate, or threaten individuals who oppose any act or practice made unlawful by Title II or who files discrimination charges, testify, or participate in any way in an ADA investigation, proceeding, or litigation.

2.6 TITLE II ADMINISTRATIVE REQUIREMENTS

Title II requires that all public entities with 50 or more employees have the following steps in place.

Step 1: Designate a responsible employee to ensure ADA compliance.

Any public entity with 50 or more employees must designate at least one employee to coordinate ADA compliance. This requirement ensures that the public can identify a person who is familiar with the requirements of the ADA and who can communicate these requirements to other individuals in the agency who may be unaware of their responsibilities. The public agency must provide the ADA coordinator name, office, address, and telephone number to the public. The ADA coordinator role includes.

- Planning and coordinating overall compliance efforts.
- Ensuring that the administrative requirements are achieved.
- Receiving and investigating grievances on programs, services, practices, and employment.

Step 2: Provide public notice of ADA requirements.

All public entities, regardless of size, must provide information to all interested parties, regarding the rights and protections afforded by Title II, including information about how the Title II requirements apply to its programs, services, and activities. The public entity must provide the information on an ongoing basis. While no methods or language is recommended, public entities are well advised to use a variety of methods including, but not limited to signs located in public buildings, information posted on agency websites, notices included in television and radio broadcasts and printed in materials promoting events, meetings, programs, or services.

Step 3: Establish a grievance procedure for County Services, Programs, and Activities

All public entities with 50 or more employees must adopt and publish grievances procedure for prompt and equitable resolution of grievances arising under Title II. The ADA coordinator is responsible for receiving and investigating complaints. The purpose of the grievance procedure is to provide a mechanism for the resolution of discrimination issues at the state or local level.

Step 4: Conduct a Self-Evaluation Surveys

All public entities must conduct a self-evaluation, comprehensive review of the entity's current policies, practices, program, and facility accessibility, including communications and employment.

Through a self-evaluation, the entity must identify any policies or practices that do not comply with Title II requirements and modify those policies and practices to bring them into compliance.

Step 5: Develop a Transition Plan Update Cir. 1992

Public entities with 50 or more employees must develop a transition plan when structural changes to existing facilities are necessary to make a program, service, or activity accessible to individuals with disabilities. The transition plan update includes the following elements:

Identifies physical obstacles that limit the accessibility of programs, services, or activities to individuals with disabilities.

- Describes the methods to be used to make the facilities accessible.
- Provides a schedule and cost estimate to achieve compliance with ADA.
- Indicates the public official responsible for implementing the transition plan.

In addition, Subpart D – Program Accessibility Section 35.150 (d)(2) requires that if the public entity has responsibility or authority over streets, roads or sidewalks, its transition plan shall include a schedule for providing curb ramps or other sloped areas where pedestrian walks cross curbs.

The ADA does not require a public entity to take any action that it can demonstrate would result in a fundamental alteration in a program or activity, would create a hazardous condition for other people or would represent an undue financial and administrative burden.

2.7 Purpose and Goals of the Transition Plan

The purpose of a Transition Plan is to ensure physical access by persons with disabilities to programs, activities, and services offered by a public entity. It is important to understand that the Transition Plan applies only for those programs, activities, and services that are delivered in existing facilities; that is facilities at which construction or alterations commenced on or before January 26, 1992.

Facilities for which construction or alterations commenced after January 26, 1992, are considered newly constructed or altered facilities and the areas of new construction or alteration must be fully compliant with ADA. In other words, the newly constructed or altered facility must be readily accessible to and usable by persons with disabilities.

Programs, activities, or services shall be operated so that the program, activity, or service, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities. For programs, activities, or services in newly constructed or altered facilities, physical access is not an issue as these facilities must be fully accessible to and usable by persons with disabilities. For programs, activities, or services in existing facilities, physical access may be accomplished in a variety of ways including:

- Redesign or acquisition of equipment or furniture.
- Reassignment of services to accessible buildings.
- Assignment of aids to beneficiaries.
- Home visits
- Structural or non-structural modifications of existing facilities and construction of new facilities.
- Operational modifications such as moving furniture, adjusting, or clearing accessible areas.

- Or any other methods that result in making its programs, activities, or services readily accessible to or usable by individuals with disabilities.

The Transition Plan goals include:

- Improve accessibility for all citizens.
- Encourage participation from the public and disabled.
- Educate County staff and the public on the requirements of the ADA.
- Develop a comprehensive list of barriers.
- Provide detailed outline of methods to remove barriers.
- Provide a realistic schedule with cost projections for the removal of the barriers.
- Identify funding sources to implement a barrier removal program.

Upon completion of the Transition Plan, there may still be physical barriers within the existing facilities (constructed before January 26, 1992) however these barriers will not limit access of person with disabilities to any programs, activities, or services offered by the facility. These remaining barriers will be addressed as required, when modernization, renovations, or new construction work occurs in the buildings or facilities where barriers exist. Many of the facilities at Frederick County were constructed or altered after the effective date of January 26, 1992. It is understood that these facilities must be in full compliance with ADA. All identified barriers not in compliance with ADA Accessibility Standards must be removed.

2.8 Public Outreach for Input and Comment of the Transition Plan Update

To ensure the public is fully informed regarding the updated transition plan process, Frederick County is making this transition update available for review at the following locations:

Facilities ADA Title II Coordinator
Kevin Vida, Division of Public Works
Frederick County Government, Maryland
355 Montevue Lane
Frederick, Maryland 21702
Phone 301-600-1844
kvida@frederickcountymd.gov

An ADA accessible website with complete information about ADA, the self-evaluation, practices, and programs, is available at Frederick County's Division of Public Works main page: <https://frederickcountymd.gov/19/Public-Works>.

The Frederick County Commission on Disabilities meets on the 2nd Monday of the month at 6 p.m. at Winchester Hall, 12 E. Church St., Frederick, MD. Meetings are open to the public. The Commission does not meet in August and December.

Review of County-wide ADA Transition Plan:

Complete reports of the field surveys and electronic database containing the detailed results of the field survey will not be distributed due to the impractical size of the documents. The data may be viewed by appointment at the Division of Public Works, Department of Professional Services, 355 Montevue Lane,

Suite 200, Frederick, Maryland 21702, by calling 301-600-1844 or via e-mail: KVida@FrederickCountyMD.gov

3.0 The Process

3.1 Project Setup

This 2024 ADA transition plan update was performed to identify architectural or physical barriers to accessibility or access that might be obstructed by discriminatory policies or procedures of Frederick County. The following updated planning, self-evaluation, assessment, recommendation, and implementation teams were assembled to facilitate the latest project.

3.2 ADA Task Force Teams

Frederick County Division of Public Work

Jason Stitt P.E. – Director, Division of Public Works

Robert Shen P.E. – Deputy Director, Division of Public Works

Tyler Muntz, PMP – Department Head, Department of Professional Services

Michelle Hurney – Chief, Office of Real Estate, Department of Professional Services

Kevin Vida, PMP, LEED AP BD+C – Project Manager, Office of Real Estate, Department of Professional Services

Frederick County Office of Risk Management

Lauren Vandergrift – Director, Risk Management

Paul (JR) Huntsberry Jr. – Safety & Loss Control Coordinator

Frederick County Department of Facility Maintenance

Darrell “Buck” Buchanan – Department Head, Facility Maintenance

Kraig Moxley – Assistant Department Head, Facility Maintenance

Building Managers, Alternate & Senior Building Managers Personnel

See Appendix -B- Facilities Building Managers Listing

Professional Engineering & Consultant Team

Various County A/E IDQ and On-Call Vendors

The Frederick County Commission on Disabilities Membership

3.3 – 2014 Transition Plan Update with DOJ’s 2010 ADA Standards for Accessible Design and Compliance Dates

The Department of Justice’s revised regulations for Title II and III of the Americans with Disabilities Act of 1990 were published in the Federal Register on September 15, 2010. These regulations adopted revised, enforceable accessibility standards called the “2010 ADA Standards for Accessible Design”. On March 15, 2012, compliance with the 2010 Standards was required for new construction and alterations under Titles II and III. March 15, 2012, is also the compliance date for using the 2010 Standards for program accessibility and barrier removal.

Part 35 Nondiscrimination Based on Disability in State and Local Government Services

Subpart D Program Accessibility Section 35.151 New Construction and Alterations

Design and Construction – Each facility or part of a facility constructed by, on behalf of, or for the use of a public entity shall be designed and constructed in such a manner that the facility or part of the facility is readily accessible and usable by individuals with disabilities, if construction commenced after January 26, 1992. Full compliance with the requirements of this section is not required when a public entity can demonstrate that it is structurally impracticable to meet the requirement. Full compliance will be considered structurally impracticable only in those rare circumstances when the unique characteristics of the terrain prevent the incorporation of the accessibility features.

If full compliance with this section would be structurally impracticable, compliance with this section is required to the extent that it is not structurally impracticable. In that case, any portion of the facility that can be made accessible shall be made accessible to the extent that is not structurally impracticable.

Alterations – Each facility or part of a facility altered by, on behalf of, or for the use of a public entity in a manner that affects or could affect the usability of the facility or part of the facility shall to the maximum extent feasible, be altered in such manner that the altered portion of the facility is readily accessible to and usable by individuals with disabilities, if the alteration was commenced after January 26, 1992. Newly constructed or altered facilities or elements covered by Section 35.151 program accessibility that were constructed or altered before March 15, 2012 and that do not comply with the 1991 Standards shall on or after March 15, 2012, be made accessible in accordance with the 2010 Standards.

3.4 Identifying Architectural or Physical Barriers Surveys

Starting on September 2013 through April 2015 Property Management completed a physical audit of facilities to identify facility barriers and identify recommendations and alterations to meet accessibility standards. The audit included Forty-Six (46) Frederick County public building and grounds. A complete summary of buildings and park's locations and resulting self-evaluation assessments is shown by Appendix "F". This self-evaluation was updated in 2024 and now contains a total of thirty-two (32) buildings and twenty (20) parks.

3.5 Architectural or Physical Barriers Data Review & Recommendations

Frederick County began the data review and evaluation process through a series of work sessions to make a recommendation for each identified non-compliant element noted in the assessment reports. The review and recommendations are transposed to a database spreadsheet detailing the non-compliant elements for each building. The self-evaluation data summary captures the following information:

- Facility Number
- Status
- Building Name
- Department Responsible
- ADA Code #
- Priority Level and Schedule
- Description
- Estimated Costs

3.6 Barrier Removal Priority Levels

The following categorization protocol is referenced in the ADA under Title III Technical Assistance Manual (with 1994 supplement) by U.S. Department of Justice – published 1993. The principle of the protocol is to ensure that basic access is provided, access to activities is provided, amenities are accessible, and alternatives to architectural modifications are allowed when appropriate. Translating these categories into action plans must be accomplished using a programmatic approach. The criteria listed below were used to assist in the determination of specific program-based barrier removal actions within a building or facility for the ADA Transition Plan schedule.

Priority Level One: The highest priority level is placed on those barrier removal items that provided accessibility from site arrival points such as public streets, sidewalks, accessible parking spaces, public transportation stops, directional and informational signage to the building elements they serve or improves a path of travel inside the building to portions of the facility where programs, services or activities take place, including ramps, stairs, doors, elevators corridors, etc.

Priority Level Two: The second priority level is placed on those barrier removal items that improve or enhance accessibility to programs or services spaces or elements such as reception areas, transaction counters, conference rooms, public offices, restrooms, waiting areas, tables, seating etc.

Priority Level Three: The third priority level pertains to location of items such as the incorrect placement of furniture, tables and chairs, office equipment etc. that impedes compliant accessibility.

Priority Level Four: The fourth level of priority is placed on those barrier removal items that provides or improves access to amenities serving programs, services, or activities, including drinking fountains, telephones, site furnishings, vending machines etc.

3.7 Barrier Removal Timeline Schedule (some items are cost prohibitive and will be addressed as funds become available)

Frederick County Government has developed a proposed implementation schedule to remove physical barriers identified in the 2024 Transition Plan Update. This removal schedule ranges from 1 to 10 years. The goal of the barrier removal timeline schedule is that all identified non-compliant architectural or physical barriers are addressed to be made ADA compliant or to the maximum amount possible, as funding become available, each year up to 10 years.

Timeline Schedule 1-to-3-year period

Timeline Schedule 1-to-5-year period

Timeline Schedule 2-to-7-year period

Timeline Schedule 2-to-10-year period

3.8 Adoption and Implementation

The Frederick County ADA Transition Plan Update document is the outcome of significant time, effort, and resources. The Plan presents a roadmap to ensure that all programs, services and activities, and employment opportunities provided by Frederick County are available to persons with disabilities. The update, as of this writing, represents the current understanding of accessibility compliance codes and regulations. It is also understood that all these elements of the Plan will change over time.

3.9 Transition Plan Management

The Frederick County Transition Plan is a living document and will be updated on a 5-year cycle hereafter. To keep the document current, annual interim updates will be completed as necessary.

4. Appendices

Americans with Disabilities Act Glossary of Terms

Facilities Building Managers Listing

Frederick County Organizational Chart

Public Hearing Comments and Response

ADA Grievance Form

Self-Evaluation of Public Facilities Assessment Reports:

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John Peterson
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6/4/2025

John K. Peterson, Chief Administrative Officer, Frederick County Government

(Date)

Appendix A

Americans with Disabilities Act Glossary of Terms

The definitions used in this glossary were taken from the Americans with Disabilities Act (ADA), EEOC guidance, and other reference materials. They are commonly used terms and may have various definitions depending on their context.

ACCESS BOARD: an independent federal agency devoted to accessibility for people with disabilities. The Access Board developed the accessibility guidelines for the ADA and provides technical assistance and training on these guidelines. The agency also is referred to as the Architectural and Transportation Barriers Compliance Board.

ACCESSIBLE: refers to a site, facility, work environment, service, or program that is easy to approach, enter, operate, participate in, and/or use safely and with dignity by a person with a disability.

AFFIRMATIVE ACTION: a set of positive steps that employers use to promote equal employment opportunity and to eliminate discrimination. It includes expanded outreach, recruitment, mentoring, training, management development and other programs designed to help employers hire, retain, and advance qualified workers from diverse backgrounds, including persons with disabilities. Affirmative action means inclusion, not exclusion. Affirmative action does not mean quotas and is not mandated by the ADA.

AMERICANS WITH DISABILITIES ACT (ADA): a comprehensive, federal civil rights law that prohibits discrimination based on disabilities in employment, state and local government programs and activities, public accommodations, transportation, and telecommunications.

AMERICANS WITH DISABILITIES ACT AMENDMENTS ACT (ADAAA): Enacted on September 25, 2008, and becoming effective on January 1, 2009, making several significant changes to the definition of “disability”, and directing the U.S. Equal Employment Opportunity Commission (EEOC) to amend its ADA regulations to reflect the changes made by the ADAAA. The [final regulations](#) were published in the [Federal Register](#) on March 25, 2011.

AMERICANS WITH DISABILITIES ACT ACCESSIBILITY GUIDELINES (ADAAG): scoping and technical requirements to be applied during the design, construction, and alteration of buildings and facilities covered by titles II and III of the ADA to the extent required by regulations issued by federal agencies, including the Department of Justice and the Department of Transportation.

AUXILIARY AIDS AND SERVICES: under titles II and III of the ADA, includes a wide range of services and devices that promote effective communication or allows access to goods and services. Examples of auxiliary aids and services for individuals who are deaf or hard of hearing include qualified interpreters, note takers, computer-aided transcription services, written materials, telephone handset amplifiers, assistive listening systems, telephones compatible with hearing aids, closed caption decoders, open and closed captioning, telecommunications devices for deaf persons (TDDs), videotext displays, and exchange of written notes. Examples for individuals with vision impairments include qualified readers, taped texts, audio recordings, Brailled materials, large print materials, and assistance in locating items. Examples for individuals with speech impairments include TDDs, computer terminals, speech synthesizers, and communication boards.

CIVIL RIGHTS ACT OF 1991: federal law that capped compensatory and punitive damages under title I of the ADA for intentional job discrimination. The law also amended the ADA's definition of an employee, adding "with respect to employment in a foreign country, such term includes an individual who is a citizen of the United States."

COVERED ENTITY: under the ADA, "covered entity" is an entity that must comply with the law. Under title I, covered entities include employers, employment agencies, labor organizations, or joint labor-management committees. Under title II, covered entities include state and local government instrumentalities, the National Railroad Passenger Corporation, and other commuter authorities, and public transportation systems. Under title III, covered entities include public accommodations such as restaurants, hotels, grocery stores, retail stores, etc., as well as privately owned transportation systems.

DIRECT THREAT: a significant risk to the health or safety of a person with a disability or to others that cannot be eliminated by reasonable accommodation.

DISABILITY: with respect to an individual: a physical or mental impairment that substantially limits one or more of the major life activities of such individual; a record of such an impairment; or being regarded as having such an impairment.

EMPLOYER: a person engaged in an industry affecting commerce that has 15 or more employees for each working day in each of 20 or more calendar weeks in the current or preceding calendar year, and any agent of such person. Exceptions: The term "employer" does not include the United States, a corporation wholly owned by the government of the United States, or an Indian tribe; or a bona fide private membership club (other than a labor organization) that is exempt from taxation under section 501(c) of title 26 [the Internal Revenue Code of 1986].

EQUAL EMPLOYMENT OPPORTUNITY COMMISSION (EEOC): the federal agency charged with enforcing title I of the ADA. ESSENTIAL JOB FUNCTIONS: the fundamental job duties of the employment position that the individual with a disability holds or desires. The term essential functions do not include marginal functions of the position.

EQUAL EMPLOYMENT OPPORTUNITY: an opportunity to attain the same level of performance or to enjoy equal benefits and privileges of employment as are available to an average similarly situated employee without a disability.

EXISTING FACILITY: refers to buildings that were constructed before the ADA went into effect. A public accommodation's building constructed before the effective date of title III does not have to be fully accessible unless the removal of barriers, including structural ones, is readily achievable.

IMPAIRMENT: term used in the ADA definition of disability. Includes any physiological disorder or condition, cosmetic disfigurement, or anatomical loss affecting one or more body systems, such as neurological, musculoskeletal, special sense organs, respiratory (including speech organs), cardiovascular, reproductive, digestive, genitourinary, immune, circulatory, holmic, lymphatic, skin, and endocrine; or any mental or psychological disorder, such as an intellectual disability (formerly termed "mental retardation"), organic brain syndrome, emotional or mental illness, and specific learning disabilities.

JOB ANALYSIS: a formal process in which information about a specific job or occupation is collected and analyzed.

JOB DESCRIPTION: a detailed summary, usually written, of the major components of a job. A typical job description consists of six major components: essential job functions, knowledge and critical skills, physical demands, environmental factors, the roles of the ADA and other federal laws such as the Occupational Safety Health Act (OSH Act), and any explanatory information that may be necessary to clarify job duties or responsibilities.

JOB RELATED AND CONSISTENT WITH BUSINESS NECESSITY: standard used to determine whether a qualification standard or employment policy concerns an essential aspect of the job and is required to meet the needs of the business.

LIGHT DUTY: have several different meanings in the employment setting. Generally, "light duty" refers to temporary or permanent work that is physically or mentally less demanding than normal job duties. Some employers use the term "light duty" to mean simply excusing an employee from performing those job functions that s/he is unable to perform because of an impairment. "Light duty" also may consist of positions with duties that are less physically or mentally demanding created specifically for the purpose of providing alternative work for

employees who are unable to perform some or all their normal duties. Further, an employer may refer to any position that is sedentary or is less physically or mentally demanding as "light duty." The term is often associated with workers compensation programs.

MAJOR LIFE ACTIVITY: term used in the ADA definition of disability. It refers to activities that an average person can perform with little or no difficulty. Major life activities include, but are not limited to: caring for oneself, performing manual tasks, seeing, hearing, eating, sleeping, walking, standing, sitting, reaching, lifting, bending, speaking, breathing, learning, reading, concentrating, thinking, communicating, interacting with others, and working; and the operation of a major bodily function, including functions of the immune system, special sense organs and skin; normal cell growth; and digestive, genitourinary, bowel, bladder, neurological, brain, respiratory, circulatory, cardiovascular, endocrine, hemic, lymphatic, musculoskeletal, and reproductive functions. The operation of a major bodily function includes the operation of an individual organ within a body system.

MARGINAL JOB FUNCTIONS: functions that are not considered essential to a job. Employers must consider removing marginal job functions as an accommodation under the ADA, but do not have to remove essential functions as an accommodation.

MEDICAL EXAMINATION: a procedure or test that seeks information about an individual's physical or mental impairments or health. The following factors should be considered to determine whether a test (or procedure) is a medical examination: (1) whether the test is administered by a health care professional; (2) whether the test is interpreted by a health care professional; (3) whether the test is designed to reveal an impairment or physical or mental health; (4) whether the test is invasive; (5) whether the test measures an employee's performance of a task or measures his/her physiological responses to performing the task; (6) whether the test normally is given in a medical setting; and, (7) whether medical equipment is used. In many cases, a combination of factors will be relevant in determining whether a test or procedure is a medical examination. In other cases, one factor may be enough to determine that a test or procedure is medical.

MITIGATING MEASURES: medical treatment or devices that lessen the effects of impairment. When determining whether a person is substantially limited in a major life activity, we ignore the beneficial effects of mitigating measures except ordinary eyeglasses or contact lens. Mitigating measures include things such as: medication, medical supplies, equipment, or appliances, low-vision devices (defined as devices that magnify, enhance, or otherwise augment a visual image, but not including ordinary eyeglasses or contact lenses), prosthetics including limbs and devices, hearing aid(s) and cochlear implant(s) or other implantable hearing devices, mobility devices, and oxygen therapy equipment and supplies; use of assistive technology; reasonable accommodations or "auxiliary aids or services," learned behavioral or adaptive neurological modifications; or psychotherapy, behavioral therapy, or physical therapy.

PUBLIC ACCOMMODATIONS: entities that must comply with title III. The term includes facilities whose operations affect commerce and fall within at least one of the following 12 categories: places of lodging (e.g., inns, hotels, motels) (except for owner-occupied establishments renting fewer than six rooms); establishments serving food or drink (e.g., restaurants and bars); places of exhibition or entertainment (e.g., motion picture houses, theaters, concert halls, stadiums); places of public gathering (e.g., auditoriums, convention centers, lecture halls); sales or rental establishments (e.g., bakeries, grocery stores, hardware stores, shopping centers); service establishments (e.g., Laundromats, dry-cleaners, banks, barber shops, beauty shops, travel services, shoe repair services, funeral parlors, gas stations, offices of accountants or lawyers, pharmacies, insurance offices, professional offices of health care providers, hospitals); public transportation terminals, depots, or stations (not including facilities relating to air transportation); places of public display or collection (e.g., museums, libraries, galleries); places of recreation (e.g., parks, zoos, amusement parks); places of education (e.g., nursery schools, elementary, secondary, undergraduate, or postgraduate private schools); social service center establishments (e.g., day care centers, senior citizen centers, homeless shelters, food banks, adoption agencies); and places of exercise or recreation (e.g., gymnasiums, health spas, bowling alleys, golf courses).

PUBLIC ENTITY: entities that must comply with Title II. The term is defined as: any state or local government; any department, agency, special purpose district, or other instrumentality of a state or local government; or certain commuter authorities as well as AMTRAK. It does not include the federal government.

QUALIFIED INDIVIDUAL: an individual who satisfies the requisite skill, experience, education, and other job-related requirements of the employment position such individual holds or desires, and who, with or without reasonable accommodation, can perform the essential functions of such position. The ADA prohibits discrimination based on disability against a qualified individual.

READILY ACHIEVABLE: easily accomplishable and able to be carried out without much difficulty or expense. In determining whether an action is readily achievable, factors to be considered include nature and cost of the action, overall financial resources and the effect on expenses and resources, legitimate safety requirements, impact on the operation of a site, and, if applicable, overall financial resources, size, and type of operation of any parent corporation or entity. Under Title III, public accommodations must remove barriers in existing facilities if it is readily achievable to do so.

REASONABLE ACCOMMODATION: under Title I, a modification or adjustment to a job, the work environment, or the way things usually are done that enables a qualified individual with a disability to enjoy an equal employment opportunity. Reasonable accommodation is a key nondiscrimination requirement of the ADA.

SUBSTANTIALLY LIMITS: a comparative term used in the ADA definition of disability. An impairment is a disability if it substantially limits the ability of an individual to perform a major life activity as compared to most people in the general population. An impairment need not prevent, or significantly or severely restrict, the individual from performing a major life activity to be considered substantially limiting.

TITLE V OF THE REHABILITATION ACT OF 1973: title of the law that prohibits discrimination based on a disability by the federal government, federal contractors, by recipients of federal financial assistance, and in federally conducted programs and activities.

TRANSITION PLAN: refers to a requirement that state and local governments employing 50 or more people have plans detailing structural changes necessary to achieve program accessibility.

UNDUE BURDEN: with respect to complying with Title II or Title III of the ADA, significant difficulty or expense incurred by a covered entity, when considered considering certain factors. These factors include: the nature and cost of the action; the overall financial resources of the site or sites involved; the number of persons employed at the site; the effect on expenses and resources; legitimate safety requirements necessary for safe operation, including crime prevention measures; or any other impact of the action on the operation of the site; the geographic separateness, and the administrative or fiscal relationship of the site or sites in question to any parent corporation or entity; if applicable, the overall financial resources of any parent corporation or entity; the overall size of the parent corporation or entity with respect to the number of its employees; the number, type, and location of its facilities; and if applicable, the type of operation or operations of any parent corporation or entity, including the composition, structure, and functions of the workforce of the parent corporation or entity.

UNDUE HARDSHIP: with respect to the provision of an accommodation under Title I of the ADA, significant difficulty or expense incurred by a covered entity, when considered considering certain factors. These factors include the nature and cost of the accommodation in relationship to the size, resources, nature, and structure of the employer's operation. Where the facility making the accommodation is part of a larger entity, the structure and overall resources of the larger organization would be considered, as well as the financial and administrative relationship of the facility to the larger organization. Employers do not have to provide accommodations that cause an undue hardship.

UNIFORM FEDERAL ACCESSIBILITY STANDARDS (UFAS): one of two standards that state and local governments can use to comply with title II's accessibility requirement for new construction and alterations. The other standard is the ADA Accessibility Guidelines.

U.S. DEPARTMENT OF JUSTICE: federal agency that is responsible for enforcing titles II and III of the ADA.

U.S. DEPARTMENT OF TRANSPORTATION: federal agency that enforces nondiscrimination in public and private transportation. Nondiscrimination includes access to public bus, train, and par transit, as well as privately operated bus and shuttle transportation. The ADA does not cover air transportation, which is subject to the Air Carrier Access Act.

Appendix B

Americans with Disabilities Act

Facilities Building Managers Listing

Note: An updated copy of the Building Manager Listing is located on the Frederick County SharePoint site under the building Manager tab.

MASTER BUILDING MANAGER LIST

| FACILITY NAME | STREET ADDRESS | BUILDING MANAGER | PHONE | ALTERNATE | PHONE | SENIOR OFFICIAL | PHONE |
|-------------------------------------|--------------------------------|---|----------------------|--|----------------------|---|-----------------------|
| 118 N. Market Street | 118 N. Market Street | Tina Leshar | 11106 | Cindy Harris | 11058 | Lara Fritts | 11202 |
| 30 N. Market Street | 30 N. Market Street | Tina Leshar | 11106 | Katrina Anderson | 12328 | Deborah Carpenter | 11151 |
| ADC - Adult Detention Center | 7300 Marcies Choice Lane | Lt. Gregory A. Hill | 13004 | Lt. Kenneth Anthony | 12803 | Acting Major Michael Cronise | 12803 |
| Animal Control | 1832 Rosemont Avenue | Shawn Snyder | 11319 | Maggie Hill | 13737 | Dave Luckenbaugh | 13740 |
| Animal Health Lab | 1840 Rosemont Avenue | Erin Morris Erin.Morris@maryland.gov | 240-605-7760 | Amy Vargas Amy.Vargas@maryland.gov | 31548 | Jennifer Trout Jennnifer.Trout@maryland.gov | 443-924-4012 |
| Ballenger Creek Park | 5420 Ballenger Creek Pike | Jesse Foland | 301-748-6806 | Matt McKee | 16641 | Matt McKee | 16641 |
| Board of Elections | 8490 Progress Drive, Ste. 300 | Jeremy Levin | 18683 | Tom Coogan | 11019 | Barbara Wagner | 11006 |
| Bourne Building | 355 Montevue Lane | Cassandra King | 11129 | Jacqueline (Jackie) Hudy | 11528 | Jason Stitt | 12932 |
| Brunswick Branch Library | 915 N. Maple Avenue | Jennifer Diaz | 17251 | Lenora Grackin/Chris Krogh | 17250/13794 | James Kelly | 13767 |
| Brunswick 50+ Community Center | 12 E. A Street | T.B.D. | | T.B.D | | Cathy Barnes | 301-834-8115 |
| C. Burr Artz Library | 110 E. Patrick Street | Stephanie Yates **Chris Krogh manages keys for all libraries | 11345 | Amy Moser/Chris Krogh | 13773/13794 | James Kelly | 13767 |
| Catocin Creek Nature Center | 2929 Sumantown Road | Mike Hooper | 301-748-6485 | Matt McKee | 16641 | Matt McKee | 16641 |
| *Citizens Care & Rehab Center* | 1920 Rosemont Avenue | Gene Hollar ghollar@CitizensSNF.com | 301-356-2751 | Karen Howes khowes@aurorahealthmgt.com | 240-772-9200 | Kelli Goetz | 11410 |
| Courthouse Complex | 100 W. Patrick Street | Thomas (TJ) Guercio | 11191 | Margie DeCarlo | 13575 | Judge Richard Sandy Richard.sandy@mdcourts.gov | 16811 |
| *Crisis Stabilization Center* | 340 Montevue Lane | Suzi Borg sborg@fcmha.org | 301-663-0011 X122 | Amy Thompson athompson@fcmha.org | 301-663-0011 X110 | Suzi Borg sborg@fcmha.org | 301-663-0011 X122 |
| Division of Solid Waste & Recycling | 9031 Reichs Ford Road | Darci Renehan | 12884 | Charlie McGlaughlin | 11033 | Lee Zimmerman | 12087 |
| Division of Water Sewer Utilities | 4520 Metropolitan Court | Joey Romagnoli | 12257 | Mary Rushbrook | 12997 | Mark Schweitzer | 12296 |
| Emmitsburg Community Center | 300A S. Seton Avenue | Sabrina King SKing@emmitsburgmd.gov | 16302 | Jessica Housaman JHousaman@emmitsburgmd.gov | 16300 | Cathy Willets CWillets@emmitsburgmd.gov | 16316 |
| Emmitsburg Fire Museum | 300B S. Seton Avenue | Shane Darwick | 301-471-8461 | Nicky Burriss | 12356 | Shane Darwick | 12358 301-639-5541 |
| Extension Service | 330 Montevue Lane | Linda Smith | 11599 | Lisa Strong | 13576 | Lynn Rubin Traversa | 13581 |
| Family Partnership | 8420 Gas House Pike EE-KK | Sara Fallati | 12771 | Melissa Rice | 12772 | Chantell Duckett | 12774 |
| Family Services | 401 Sagner Avenue | Mandy Mansell | 11417 | Aubrey Galla/Andrea Diaz-Gomez | 11758/11074 | Leshia Chandler | 11447 |
| FCSO Training & Education Center | 8415 Progress Drive Suites G-H | LT. Rich Balsley | 17122 | Lt. Rob Deckhut | 16476 | Sheriff Jenkins | 11532 |
| Fountain Rock Nature Center | 8511 Nature Center Place | Tyler Jensen | 11038 | Matt McKee | 16641 | Matt McKee | 16641 |

MASTER BUILDING MANAGER LIST

| | | | | | | | | |
|--|--------------------------------------|---|------------------------------|-------------------------------|-----------------------|------------------------|-------|-------|
| Frederick Senior Center | 1440 Taney Avenue | Acting Sue Ramsburg | 240-357-4630 | Melinda Lohman-Hinz | 240-285-3446 | Carolyn True | 13521 | |
| Green Valley Fire Station #25 | 3939 Green Valley Road | Jason Komykoski | 301-600-9250 | Lt. Billy Veith | 12073 240-626-9033 | Tom Coe | 11780 | |
| Harm Reduction Unit | 490 Prospect Boulevard, Ste. C | Marisa Shields | 13234 | Jessica Ellis | 11702 | Dr. Brookmyer | 12509 | |
| Health Department Complex | 350 Montevue Lane | Amanda Vrabel ***Sonia Oliva-Hernandez (flags) | 13115 | Carmen Arias | 13104 | Dr. Brookmyer | 12509 | |
| FACILITY NAME | STREET ADDRESS | BUILDING MANAGER | | ALTERNATE | | SENIOR OFFICIAL | | PHONE |
| Health Equity Office | 1100 W. Patrick Street | Danielle Haskin | 16052 | Carmen Arias | 13104 | Amanda Vrabel | 13115 | |
| Highway Satellite Yard Thurmont District 1 | 7407 Blue Mountain Rd Thurmont | Troy Baust | 11593 | Amanda Kirk / Kirstin Pickett | 11556/11814 | Mike Ramsburg | 12268 | |
| Highway Satellite Yard Johnsville District 2 | 13216 Coppermine Rd Union Bridge, | Josh Harrison | 11535 | Amanda Kirk / Kirstin Pickett | 11556 /11814 | Mike Ramsburg | 12268 | |
| Highway Satellite Yard Myersville District 3 | 10917 Pleasant Walk Rd Myersville | Joe Sollenberger | 11662 | Amanda Kirk / Kirstin Pickett | 11556/11814 | Mike Ramsburg | 12268 | |
| Highway Satellite Yard Jefferson District 4 | 3401 Burgee Dr Jefferson | Joe McHugh | 11554 | Amanda Kirk / Kirstin Pickett | 11556/11814 | Mike Ramsburg | 12268 | |
| Highway Satellite Yard Urbana District 5 | 3211 Campus Dr Ijamsville | Allen Clegg | 11566 | Amanda Kirk / Kirstin Pickett | 11556 / 11814 | Mike Ramsburg | 12268 | |
| Highway Yard-Frederick District 6 (Main Office) | 331 Montevue Lane | Amanda Kirk | 11556 | Kirstin Pickett | 11814 | Mike Ramsburg | 12268 | |
| Fleet Services | 331 Montevue Lane | Kirstin Pickett | 11814 | Kirstin Pickett | 11814 | Mike Ramsburg | 12268 | |
| Kemptown Park | 3456 Kemptown Church Rd | Chad Zimmerman | 240-831-1666 | Matt McKee | 16641 | Matt McKee | 16641 | |
| LEC- Law Enforcement Center | 110 Airport Drive East | Lt. Rob Deckhut | 16476 | Lt. Bart Ruppenthal | 13897 | Sheriff Jenkins | 11532 | |
| Libertytown Community Park | 12201 Liberty Rd | Tyler Jensen | 11038 | Matt McKee | 16641 | Matt McKee | 16641 | |
| Middletown 50+ Community Center | 101 Prospect Street Middletown | Kitty Devilbiss | 13523 | Vacant | | Carolyn True | 13521 | |
| Middletown Branch Library | 31 East Green Street | Angela Knight | 17560 | Emily Bomgardner/Chris Krogh | 17564/13794 | James Kelly | 13767 | |
| Middletown Fire Station #7 | 401 Franklin Street | Matthew Wilby | 301-300-0902 301-371-6907 | Steve Leatherman | 12073 240-772-2534 | Tom Coe | 11780 | |
| Middletown Park | 7628 Coblenz Road | Mike Hooper | 301-748-6485 | Matt McKee | 16641 | Matt McKee | 16641 | |
| Monroe Center Workforce Services | 200 Monroe Avenue | Jennifer Gray-Keplinger | 12767 | Jessica Mills | 13566 | Michelle Day | 12761 | |
| Myersville Community Library | 8 Harp Place | Rorie Cox-Steib | 18351 | Robin Goetz/Chris Krogh | 18352/13794 | James Kelly | 13767 | |
| Myersville Fire Station #8 | 301 Main Street | John Haddad | 443-865-3319 | Steve Leatherman | 12073 240-772-2534 | Tom Coe | 11780 | |
| Northgate Fire Station #29 | 37 Thomas Johnson Drive | Robert McCaa | 717-437-553 | Steve Leatherman | 12073 240-772-2534 | Tom Coe | 11780 | |
| Old National Pike District Park | 12406 Old National Pike | Chad Zimmerman | 240-831-1666 | Matt McKee | 16641 | Matt McKee | 16641 | |
| Othello Park | 1901-A Jefferson Pike | Zachary Topper | 301-739-2746 | Matt McKee | 16641 | Matt McKee | 16641 | |
| Pinecliff Park | 8350 Pinecliff Park Road | Mike Hooper | 16616 | Matt McKee | 16641 | Matt McKee | 16641 | |
| Point of Rocks Community Center | 1635 Ballenger Creek Pike | Becca Reeves | 17253 | Chris Krogh | 13794 | James Kelly | 13767 | |
| Prospect Center (Himes Ave.) | 585 Himes Avenue | Tim Shipe | 16822 | Margie DeCarlo | 13575 | Darrel (Buck) Buchanan | 12161 | |

MASTER BUILDING MANAGER LIST

| | | | | | | | |
|--|-------------------------------|----------------|-----------------------|---------------------------|-----------------------|----------------|-------|
| PSTF - Public Safety Training Facility | 5370/5390 Public Safety Place | Leslie Lenhart | 11536 | Francis Malta | 17600 | Tom Coe | 11780 |
| Rose Hill Manor | 1611 N. Market Street | Tyler Jensen | 11038 | Matt McKee | 16641 | Matt McKee | 16641 |
| SKC - Scott Key Center | 1050 Rocky Springs Road | Maya Wheatley | 11482 | Sassy Daly | 11481 | Sean Lore | 11601 |
| Spring Ridge Fire Station #33 | 6061 Spring Ridge Parkway | David Lal | 19330 | Steve Leatherman | 12073 240-772-2534 | Tom Coe | 11780 |
| Thurmont Regional Library | 76 E. Moser Road | Betsey Brannen | 17201 | Mark Hatfield/Chris Krogh | 17203/13794 | James Kelly | 13767 |
| Tilco Warehouse | 1501 Tilco Drive | Trayer Stoops | 14012 240-931-8534 | Steve Leatherman | 12073 240-772-2534 | Tom Coe | 11780 |
| *Tower Sites* | Various Locations | Mary Domer | 16790 | Anthony Rosano | 14010 | Anthony Rosano | 14010 |

MASTER BUILDING MANAGER LIST

| FACILITY NAME | STREET ADDRESS | BUILDING MANAGER | PHONE | ALTERNATE | PHONE | SENIOR OFFICIAL | PHONE |
|-----------------------------|----------------------------|--|--------------|-------------------------------------|-----------------------|-----------------------------------|-------|
| Transit | 1040 Rocky Springs Rd | Victoria Bailey | 13539 | Jamie Martin | 13544 | Roman Steichen | 13538 |
| Urbana Community Park | 3636 Urbana Pike | Chad Zimmerman | 240-831-1666 | Matt McKee | 16641 | Matt McKee | 16641 |
| Urbana District Park | 3805 Urbana Pike | Chad Zimmerman | 240-831-1666 | Matt McKee | 16641 | Matt McKee | 16641 |
| Urbana Regional Library | 9020 Amelung Street | Acting Becca Reeves | 17253 | Becca Reeves/Chris Krogh | 17253/13794 | James Kelly | 13767 |
| Utica Park | 10200-B Old Frederick Road | Logan Moore | 240-739-0476 | Matt McKee | 16641 | Matt McKee | 16641 |
| Walkersville Public Library | 2 S. Glade Road | Levi Branson | 18201 | Kathy Thompson / Chris Krogh | 18203/13794 | James Kelly | 13767 |
| *Warehouse #1 – Parks* | 343 Montevue Lane | Erin Kleintop | 12983 | Eric Appel | 11684 | Jeremy Kortright | 11649 |
| *Warehouse # 1- Highway* | 343 Montevue Lane | Amanda Kirk | 11556 | Kirstin Pickett | 11814 | Mike Ramsburg | 11268 |
| *Warehouse #2 – Fleet* | 341 Montevue Lane | Kirstin Pickett | 11569 | Vacant | | Mike Ramsburg | 11268 |
| Weed Control | 330 Montevue Lane | Amanda Kirk Effective 7/2025 | 11556 | Kirstin Pickett Effective 7/2025 | 11569 | Mike Ramsburg Effective 7/2025 | 11268 |
| Westview Fire Station #31 | 5525 New Design Road | David Coe | 19310 | Steve Leatherman | 12073 240-772-2534 | Tom Coe | 11780 |
| Winchester Hall | 12 E. Church Street | Tina Leshner | 11106 | Arielle Bender | 11162 | John Peterson | 11652 |
| Work Release Center | 7281 Marcies Choice Lane | Sgt. Jason Moon Work Release Center does not maintain AEDs | 11723 | Sgt. Jason Moon | 11749 | Captain Steven Jamison | 11723 |

Property Operation Supervisor, Margie DeCarlo X13575

* No FCPS Deliveries to site*

Rev. 5/12/25

Property Operation Coordinators

Tina Leshner C:240-608-7660

Tim Shipe C:240-397-4534

Thomas (TJ)Guercio C:240-931-8547

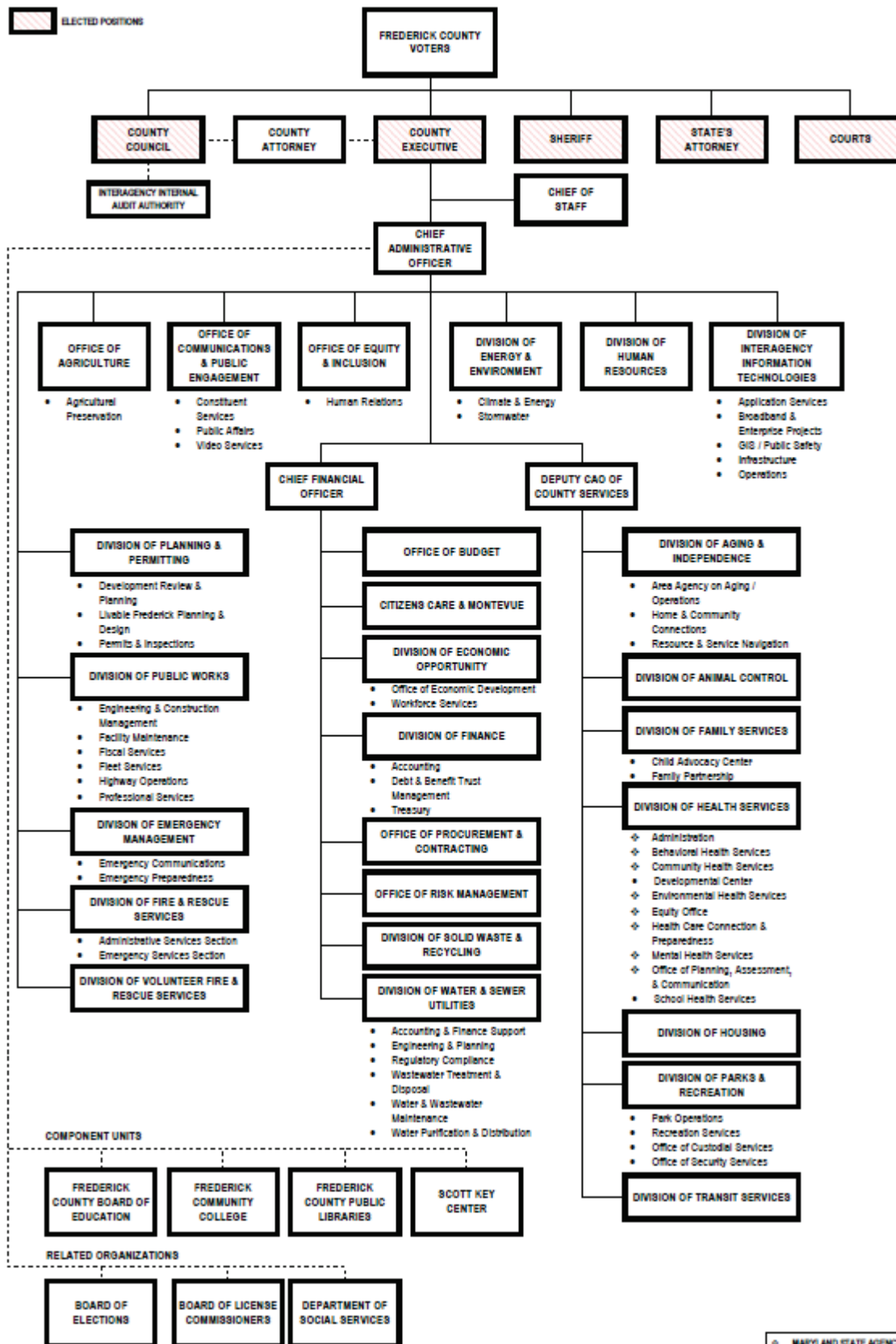
Appendix C

Americans with Disabilities Act

Frederick County Government Organizational Chart

April 1, 2024

FREDERICK COUNTY GOVERNMENT ORGANIZATIONAL CHART



Appendix D

Americans with Disabilities Act Public Comments and Response

Appendix E

Americans with Disabilities Act

ADA Grievance Form

GRIEVANCE PROCEDURE

The Grievance Procedure established below is intended to adhere to the standards outlined in the ADA. The procedure must be used by anyone who wishes to file a complaint alleging discrimination based on disability in the provisions of services, activities, programs, or benefits provided by Frederick County.

The complaint should be in writing and contain information about the alleged discrimination such as name, address, phone number of complaint and location, date, and description of the problem. Grievance Forms must be used to lodge a complaint (please refer to the form). Alternative means of filing complaints, such as personal interviews or recording of the complaint will be made available for persons with disabilities upon request. The complaint should be submitted by the grievant and/or his/her designee as soon as possible but no later than one hundred eighty (180) calendar days after the alleged violation to:

Kevin Vida
Division of Public Works
301-600-1844
kvida@frederickcountymd.gov

Within 15 calendar days after receipt of the complaint, the ADA coordinator or designee will meet the complainant to discuss the complaint and the possible resolutions. Within 15 calendar days of the meeting, the ADA coordinator or designee will respond in writing, and where appropriate, in a format accessible to the complainant, such as large print, Braille, or audio tape. The response will explain the position of Frederick County and offer options for substantive resolution of the complaint.

If the response by the ADA coordinator or designee does not satisfactorily resolve the issue, the complainant or his/her designee may appeal the decision to the Chief Administrative Officer of Frederick County within 15 calendar days after receipt of the response from the ADA coordinator.

FACILITY RELATED COMPLAINT/GRIEVANCE FORM

Grievant Information:

| | |
|----------------|---------|
| Grievant Name: | |
| Address: | |
| Phone: | E-mail: |

Person preparing complaint – Relationship to Grievant (if different from Grievant):

| | |
|----------|---------|
| Name: | |
| Address: | |
| Phone: | E-mail: |

Please specify any location(s) related to the complaint or grievance (if applicable):

| |
|--|
| |
| |
| |

Please provide a complete description of the specific complaint or grievance:

| |
|--|
| |
| |
| |
| |
| |

Please state what you think should be done to resolve the complaint or grievance:

| |
|--|
| |
| |
| |
| |
| |

Please attach additional pages as needed.

Signature: _____

Date: _____

Please return to:

Kevin P. Vida, Project Manager

355 Montevue Lane, Suite 200

Frederick, Maryland 21702

Phone 301-600-1844

Or via fax: 301-600-3517

Or via e-mail: kvida@frederickcountymd.gov

Upon request, reasonable accommodation will be provided in completing this form or copies of the form will be provided in alternative formats.

Appendix F

Americans with Disabilities Act

Self- Evaluation of Facilities Assessment
Summary

| | | | | | | |
|--|--------------|--------------|--------|-------------|--|--|
| See Section <u>3.6 Barrier Removal Priority Levels</u> | 1 | 2 | 3 | 4 | | |
| Total of each level | \$280,515.00 | \$104,385.00 | \$0.00 | \$82,500.00 | | |
| | | | | | | |
| Total Repair Cost | \$467,400.00 | | | | | |

| Facility Number | Items NOT Completed | Building Name | Department Responsible | ADA code # | Priority Level & Timeline | Description | Estimated Costs (Heuristic) | | | |
|-----------------|---------------------|---|------------------------|------------|---------------------------|---|-----------------------------|------------|-------|-------|
| | | Updated Jun-24 | | | | | Level | Level | Level | Level |
| | | Recheck of “repairs not completed” inspection shown below | | | | | | | | |
| | | | | | | | 1 | 2 | 3 | 4 |
| | | | | | | | | | | |
| 1 | | 30 North Market Street | | | | | | | | |
| | N/C | | FM | 4.13.6 | Level 21 - 3 yrs | Restroom 216 – toilet stall door has outward swing without the additional 18” minimum front approach maneuvering clearance from the latch side of the door. | | \$1,400.00 | | |
| | | N/C | | | | | | | | |
| | | | | | | Restroom 316-toilet stall door has outward swing without the additional 18" minimum front approach maneuvering clearance from the latch side of the door. | | | | |
| | N/C | | FM | | Level 21 - 3 yrs | Restroom stall doors have pull type handle (3/4" inside openings) that are very difficult to grasp inside the handle and pull open the door. | | \$75.00 | | |
| | | N/C | | | | | | | | |
| | | | | | | | | | | |
| 2 | | 118 North Market Street | | | | | | | | |
| | N/C | | FM | 4.4.1 | Level 31 - 3 yrs | 10 Wall mounted fire extinguishers located on all floor levels extend more than 4" into passageways | \$3,000.00 | | | |
| | | N/C | | | | | | | | |
| | N/C | N/C | OPM | 4.10.4 | Level 31 - 3 yrs | Hall lanterns not provided | \$725.00 | | | |
| | | | | | | | | | | |
| | N/C | N/C | FM | 4.24.2 | Level 21 - 3 yrs | 3rd floor kitchenette countertop mounted at 37-0" | | \$1,000.00 | | |
| 3 | | Adult Detention Center | | | | | | | | |
| | N/C | N/C | OPM | 4.6.4 | Level 11 - 3 yrs | Van-accessible sign not provided. | \$100.00 | | | |
| | N/C | N/C | OPM | 4.7.8 | Level 11 - 3 yrs | wheel stops not provided at visitation accessible parking spaces | \$400.00 | | | |
| | N/C | N/C | FM | 4.16.5 | Level 21 - 3 yrs | Toilet flush control rooms 429 & 432 mounted on narrow side of toilets | | \$3,400.00 | | |
| | N/C | N/C | FM | 4.19.2 | Level 21 - 3 yrs | Restroom 432 - lavatory rim at 35-0" | | \$1,700.00 | | |
| | N/C | | OPM | 4.29.5 | Level 11 - 3 yrs | Detectable warning surface not installed along walking surfaces and roadway near the visitation accessible parking spaces. | | \$1,650.00 | | |
| | | N/C | | | | | | | | |
| | N/C | | OPM | 4.30.2 | Level 11 - 3 yrs | Directional signage not provided from accessible parking spaces indicating accessible route to the visitation center | | \$100.00 | | |

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|---|-----|----------------|-----|--------|----------------------|--|------------|------------|--|------------|
| | | N/C | | | | | | | | |
| | N/C | N/C | FM | 4.32.3 | Level 2 1 - 3 yrs | Professional visitation area - knee space at conference table 25-0" | \$300.00 | \$500.00 | | |
| | N/C | N/C | FM | 4.15.2 | Level 4 1 - 5 yrs | Visitation waiting area has only a single fountain where a hi/low fountain is required. | | | | \$3,200.00 |
| | | | | | | | | | | |
| 4 | | Animal Control | | | | | | | | |
| | N/C | | OPM | 4.3.2 | Level 1 1-5 yrs | There is no access to the public sidewalk. A sidewalk should be constructed to connect the onsite sidewalk with the public sidewalk. | \$2,600.00 | | | |
| | | N/C | | | | | | | | |
| | N/C | | FM | 4.16.4 | N/A | The grab bars behind the water closets in both the Men’s and Women’s restrooms are 24 in, and one end is not located 12 in from the center line of the water closet. The grab bars on the side of the Men’s and Women’s water closets are 36 and do not extend 54 in from the rear wall. | \$0.00 | | | |
| | | N/C | | | | | | | | |
| | N/C | | FM | 4.19.2 | Level 2 1 - 5 yrs | The knee clearance below the lavatory/sink in the Women’s restroom is 23 ¼ in above the finished floor. The knee clearance below the sink in the Men’s restroom is 24 ¾ in above the finished floor. | | \$2,800.00 | | |
| | | N/C | | | | | | | | |
| | N/C | | OPM | 4.29.5 | Level 1 1 - 3 yrs | The sidewalk and the paved parking lot are at the same elevation with no curb separating them, therefore, the walking surface should be separated from the vehicular area with a continuous detectable warning surface. | \$1,650.00 | | | |
| | | | | | | | | | | |
| | | N/C | | | | | | | | |
| | N/C | N/C | FM | 4.32.4 | Level 2 1 - 5 yrs | The height of the front counter is 42 in above finished floor. | | \$1,500.00 | | |
| | | | OPM | 4.6.4 | Level 1 1 - 3 yrs | No parking signs should be posted at the passenger loading zones. | \$100.00 | | | |
| 5 | | Animal Health | | | | | | | | |
| | N/C | | OPM | 4.3.2 | Level 1 1 - 5 yrs | Existing accessible route from the building should be connected to public sidewalk at the driveway entrance radius at Rosemont Ave. | \$1,500.00 | | | |
| | | N/C | | | | | | | | |
| | N/C | N/C | FM | 4.28.1 | Level 1 1- 3 yrs | Restroom without visual or audible signal appliance | \$240.00 | | | |
| | N/C | | OPM | 4.29.5 | Level 1 1 - 3 yrs | Detectable warning mat should be placed at transition point between the concrete pad and the accessible parking spaces and vehicular way. | \$1,650.00 | | | |
| | | N/C | | | | | | | | |
| | N/C | N/C | OPM | 4.30.6 | Level 1 1 - 3 yrs | Directional signage should be installed indicating accessible entrance to the building. | \$100.00 | | | |

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|---|-----|----------------------|------|----------|---------------------|---|-------------|------------|--|--|
| | N/C | N/C | FM | 4.32.4 | Level 21 - 3 yrs | Customer service window countertop measured at 35-1/2 inches. | | \$1,500.00 | | |
| | | | OPM | 4.6.4 | Level 11 - 3 yrs | No parking signs should be posted at the passenger loading zones. | \$100.00 | | | |
| 6 | | Bourne Building | | | | | | | | |
| | N/C | | USER | 604.3.1 | Level 21 - 5 yrs | Room 208- Table overlaps minimum perpendicular side wall clear floor clearance by 8" | | \$1,400.00 | | |
| | | N/C | | | | | | | | |
| | | | FM | 604.3.1 | Level 21 - 5 yrs | Room 205- wastepaper bin overlaps minimum perpendicular side wall clear floor clearance by 9" | | | | |
| | | | FM | 604.3.1 | Level 21 - 5 yrs | Room 261- lavatory vanity top overlaps minimum perpendicular rear wall clear floor clearance by 10" | | | | |
| | N/C | N/C | FM | 604.5.2 | Level 21 - 5 yrs | Room 261- grab bar extends 12" out from the center of the transfer side of the water closet | | \$350.00 | | |
| 7 | | Brunswick Library | | | | | | | | |
| | N/C | | FM | 4.17.3 | Level 21 - 3 yrs | The handicap toilet in the Women’s restroom measures 60” X 60” however, there is a changing station mounted in the stall that protrudes into the stall 5” leaving 30 ½ “between the toilet and the changing station. | | \$200.00 | | |
| | | N/C | | | | | | | | |
| | N/C | | FM | 4.24.3 | Level 21 - 5 yrs | Knee clearance below the bowl is 24 ½” should be 27, however, the depth of the sink is 8” with a 1” thick quartz countertop. Also remove materials stored under the sink. | | \$1,000.00 | | |
| | | N/C | | | | | | | | |
| 8 | | C. Burr Artz Library | | | | | | | | |
| | N/C | | FM | 4.3.11.1 | Level 11 - 3 yrs | Building has supervised automatic fire sprinkler system; however, the 2nd floor has two “area of rescue assistance” signs mounted over two doors indicating a location where rescue assistance is provided, but both locations are without a means of communication to the outside world. | \$500.00 | | | |
| | | N/C | | | | | | | | |
| | | | | | | | | | | |
| 9 | | Courthouse Complex | | | | | | | | |
| | N/C | N/C | OPM | 4.5.2 | Level 1 - 2 - 7 yrs | 1-Circuit Court #1-Jury box extends 6" above courtroom floor, witness stand extends 15" above courtroom floor | \$99,000.00 | | | |
| | | | | | | 2-Circuit Court #@-Jury box extends 6" above courtroom floor. Witness stand extends 5" above courtroom floor. | | | | |
| | | | | | | 3-Circuit Court #3-Jury box extends 12" above courtroom floor. Witness stand extends 7" above courtroom floor. | | | | |

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|--|-----|-----|-----|--------|------------------|---|------------|--|--|-------------|
| | | | | | | 4-District Court #2-Witness stand extends 5" above courtroom floor. | | | | |
| | | | | | | 5-District Court #3-Witness stand extends 5" above courtroom floor | | | | |
| | | | | | | 6-Orphan's Court/Grand Jury Room-witness stand 4-1/2" above floor level | | | | |
| | N/C | N/C | OPM | 4.6.4 | Level 11 - 3 yrs | Directional signage not provided on south side accessible parking spaces indicating accessible route to nearest accessible entrance | \$100.00 | | | |
| | N/C | | OPM | 4.7.2 | Level 11 - 7 yrs | Curb ramp at south side of building-transition slope from curb to gutter exceeds 5.0%. Running slope from 7.5% to 11.0%. Cross slope from 5.0% to 10.5% | \$2,200.00 | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | N/C | | | | | | | | |
| | | | | | | Return curb ramp at NW side of building-running slope from 5.4% to 13.1%. Cross slope from 2.6% to 3.4% | | | | |
| | N/C | N/C | OPM | 4.7.7 | Level 11 - 3 yrs | Detectable warning surface not provided at curb ramps | \$1,650.00 | | | |
| | N/C | | OPM | 4.13.6 | Level 11 - 5 yrs | Circuit Court #2-39-1/2" maneuvering clearance (48" required) between main courtroom entrance door and back of public seating chair. | \$2,000.00 | | | |
| | | N/C | | | | | | | | |
| | | | | | | Circuit Court #3- 44-0" maneuvering clearance (48" required) between courtroom entrance door and back of public seating. | | | | |
| | N/C | | OPM | 4.15.2 | Level 41 - 5 yrs | 1-Lower-level entrance corridor- single fountain spout (33-0") provided for wheelchair users. Standard height fountain spout not provided | | | | \$22,400.00 |
| | | N/C | | | | | | | | |
| | | | | | | 2- Lower-level canteen room- single fountain (spout at 36-0") provided for wheelchair users-standard height fountain spout not provided | | | | |
| | | | | | | 3-First level near elevator #5- Single fountain spout (38-0") provided for standard height users. Wheelchair users fountain spout not provided | | | | |
| | | | | | | 4- First level near elevator #4- Single fountain spout (37-0") provided for standard height users. Wheelchair user's fountain spout not provided | | | | |
| | | | | | | 5-Second level near elevator #4- Single fountain spout (38-0") provided for standard height users. Wheelchair user's fountain spout not provided | | | | |

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| | | | | | | 6- Second level near elevator #5- Single fountain spout (38-0") provided for standard height users. Wheelchair user's fountain spout not provided | | | | |
| | | | | | | 7-Third level near elevator #4-Single fountain spout (38-0") provided for standard height users | | | | |
| | | | | | | 8-Third level near elevator #5- Single fountain spout (36-0") provided for wheelchair users | | | | |
| | N/C | | OPM | 4.24.1 | Level 2 1 - 5 yrs | Circuit Courts 1,2, and 3 jury rooms have kitchenettes with built-in sinks. The reach range to the faucet handles exceeds 24-0" and does not allow a forward approach to yhe unit. | | | | \$5,700.00 |
| | | N/C | | | | | | | | |
| | N/C | | OPM | 4.32.3 | Level 2 2 - 7 yrs | 1-Circuit Court #5-Defense/Prosecutor Tables-Total width 46" (single wheelchair width 23") No accessible public seating spaces within the Courtroom | | \$18,000.00 | | |
| | | N/C | | | | | | | | |
| | | | | | | 2-Circuit Court #2-The minimum clear floor space of 33x48" for public wheelchair seating overlaps into the exit width/circulation paths. | | | | |
| | | | | | | 3-Circuit Court #1-same as 2 above | | | | |
| | | | | | | 4-Circuit Court #3-same as 2 above | | | | |
| | | | | | | 5-District Court #3-same as 2 above | | | | |
| | | | | | | 6-District Court #1-Same as 2 above | | | | |
| | | | | | | 7-District Court #1-Witness waiting room table-knee 25-0" | | | | |
| | | | | | | 8-Master Court #1-Defendant/Plaintiff tables-knee height 25-1/2" | | | | |
| | | | | | | 9-States Attorney Office-Accessible wheelchair clear floor space not provided in waiting room | | | | |
| | | | | | | 10-Clerk of the Circuit Court-2 public computer access terminals have insufficient knee clearance (25-1/4") and widths (24-0") | | | | |
| | | | | | | 11-Clerk of the Circuit Court-public worktable knee clearance measured at 22-3/4" | | | | |
| | | | | | | 12-Register of Wills-accessible wheelchair seating space not provided in waiting area | | | | |
| | | | | | | 13-Register of Wills-public computer access terminals not accessible for wheelchair users | | | | |
| | | | | | | 14-Orphans/Grand Jury Room-center courtroom tables (2) have insufficient knee clearance (25-1/4") and widths (23-0") | | | | |
| | | | | | | 15-Orphans/Grand Jury Room 1225-same as 2 above | | | | |
| | | | | | | 16-Office of Records room 1203-public worktable knee height 24-0" | | | | |

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|----|-----|-----------------------------------|-----|----------|------------------|---|------------|------------|--|------------|
| | N/C | N/C | OPM | 4.32.4 | Level 22 - 7 yrs | 1-Jury Assembly Room-kitchenette countertop at 36-0" | | \$4,800.00 | | |
| | | | | | | 2-Sheriff Dept/Alternate Sentencing reception countertop measured at 41-0" above floor | | | | |
| | | | | | | 3-Clerk of the Circuit Court-Public computer access terminals have insufficient top of table heights (26-1/4") | | | | |
| | | | | | | 4-Clerk of the Circuit Court-public worktable top measured at 23-3/4" | | | | |
| | | | | | | 5-Sheriff Dept. reception countertop measured at 36-0" above floor. | | | | |
| | | | | | | 6-Clerk of the Circuit Courts reception countertops measured at 35" | | | | |
| | | | | | | | | | | |
| 10 | | Crisis Center 340 Montevue Lane - | | | | | | | | |
| | N/C | N/C | OPM | 4.6.3 | Level 11 - 7 yrs | Parking spaces slopes exceeds 2.0% | | | | |
| | N/C | N/C | OPM | 4.6.4 | Level 11 - 3 yrs | Van-Accessible signage not installed | \$100.00 | | | |
| | | | | | | | | | | |
| 11 | | Emmitsburg Community Center | | | | | | | | |
| | N/C | N/C | FM | 4.15.1 | Level 41 - 5 yrs | There are no high spout drinking fountains on each floor for those who have difficulty bending. | | | | \$9,600.00 |
| | N/C | DIFFERENT KEY NEEDED TO OPEN | FM | 4.19.2 | Level 21 - 5 yrs | Health Department offices in the basement: | | \$4,200.00 | | |
| | | “ | | | | Counseling Room #48 - 34 3/4" to top on the sink | | | | |
| | | “ | | | | Exam Room 5 - 34 1/4" to the top of the sink | | | | |
| | | “ | | | | Break Room - 34 3/4" to the top of the sink | | | | |
| | N/C | | FM | 4.32.4 | Level 21 - 5 yrs | The counters on the 2nd floor in city office do not meet the above requirements. The counter in the Accounting Office, Room 207, is 43 1/2" above finish floor and the counter at the reception desk is 35" above finish floor. | | \$500.00 | | |
| | | N/C | | | | | | | | |
| | N/C | N/C | OPM | 8.4 | Level 31 - 3 yrs | The top shelf on the magazine rack is 67” above finish floor. | \$100.00 | | | |
| | | | | | | | | | | |
| 12 | | Extension Service | | | | | | | | |
| | N/C | | OPM | 4.3.2 | N/A | Public sidewalk parallels Montevue Lane in front of the property; however, there is no connection from the public sidewalk to the accessible route adjacent to the parking spaces. | \$0.00 | | | |
| | | N/C | | | | | | | | |
| | N/C | | OPM | 4.3.7 | Level 12 - 7 yrs | Running slope of 7.8% from accessible parking spaces to front door canopy. Cross slope of 2.8%. | \$1,250.00 | | | |
| | | | | | | | | | | |
| | | N/C | | | | | | | | |
| | N/C | | FM | 4.3.11.1 | Level 11 - 3 yrs | Area of rescue locations not identified inside of the building. Building does not have a sprinkler system installed | \$6,000.00 | | | |

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| | | N/C | | | | | | | | |
| | N/C | | FM | 4.4.1 | Level 11 - 5 yrs | Protruding objects -2nd floor fire extinguisher/low ceiling to conference room 309/wall tray at reception window | \$300.00 | | | |
| | | N/C | | | | | | | | |
| | N/C | | FM | 4.4.2 | Level 11 - 5 yrs | Insufficient head room 3rd floor hallway | \$800.00 | | | |
| | | N/C | | | | | | | | |
| | N/C | | OPM | 4.6.3 | Level 11 - 7 yrs | Existing accessible parking spaces slope 4 to 6 % | \$20,000.00 | | | |
| | | N/C | | | | | | | | |
| | N/C | N/C | OPM | 4.6.4 | Level 11 - 3 yrs | Van-Accessible parking space signage not installed | \$100.00 | | | |
| | N/C | N/C | FM | 4.16.5 | Level 21 - 5 yrs | Men flush control installed on wrong side of water closet. | | \$800.00 | | |
| 13 | | Family Partnership | | | | | | | | |
| | N/C | | OPM | 4.3.7 | Level 11 - 5 yrs | Center landing area and both ramps leading to center landing exceeds the 2.0% cross slope value. Center landing at 11.3% left ramp at 9.2% and right ramp at 10.0% | \$2,800.00 | | | |
| | | N/C | | | | | | | | |
| | N/C | | FM | 4.4.1 | Level 11 - 3 yrs | Several fire extinguishers extend more than 4 inches from the wall above 27 inches from the floor. | \$900.00 | | | |
| | | N/C | | | | | | | | |
| | N/C | N/C | Landlord | 4.6.4 | Level 11 - 3 yrs | Accessible parking signs have very low visibility markings. | \$200.00 | | | |
| | N/C | N/C | Landlord | 4.7.7 | Level 11 - 5 yrs | Detectable warning surface not provided at curb ramp | \$0.00 | | | |
| | N/C | N/C | Landlord | 4.13.6 | Level 31 - 3 yrs | Reception room lobby door insufficient wall clearance. | \$100.00 | | | |
| | N/C | N/C | USER | | Level 31 - 3 yrs | Classroom # 137 Insufficient wall clearance pull side. | \$100.00 | | | |
| | N/C | N/C | FM | 4.13.9 | Level 21 - 3 yrs | Pull handle difficult to grasp and open at toilet stalls. | \$100.00 | | | |
| | | | | | | | | | | |
| | N/C | N/C | FM | 4.19.2 | Level 21 - 5 yrs | Lavatory - Room 141 rim - 36 1/2" / Apron 30-0" /knee 29-1/2" /toe 12-0" | | \$2,800.00 | | |
| | | N/C | | | | Lavatory - Room 140 - rim 37-0" /Apron 30 1/2 ' /knee 30-0" / toe 12-0" | | | | |
| | N/C | N/C | FM | 4.19.6 | Level 21 - 5 yrs | Mirror height - Room 141 -41-0’’ / Room 140 – 42-0’’ | \$100.00 | | | |
| | N/C | N/C | Landlord | 4.29.5 | Level 11 - 3 yrs | Detectable warning surface not provided at accessible parking spaces. | \$0.00 | | | |
| | N/C | N/C | FM | 4.32.4 | Level 21 - 3 yrs | Reception room countertop 44-0’’ | \$500.00 | | | |
| 14 | | Green Valley Fire Station #25 | | | | | | | | |
| | N/C | | OPM | 4.3.1 | Level 11 - 5 yrs | No Handicap parking spaces and no marked accessible route. | \$1,500.00 | | | |
| | | | | | | | | | | |
| | | N/C | | | | | | | | |

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|----|-----|---------------------------------------|-----|--------|------------------|--|------------|------------|--|------------|
| | N/C | | FM | 4.13.6 | Level 11 - 5 yrs | Forward or frontal access is required at the front door. The 18” of level floor or ground clearance has not been provided at the latch side of the door. | \$200.00 | | | |
| | | N/C | | | | | | | | |
| | N/C | | FM | 4.28.1 | Level 11 - 5 yrs | The building is sprinkled but there is no fire alarm in this facility. There is now a local alarm installed in this building, but it will not call out to notify the EMS. There are also no visible alarms inside of the building. | \$7,950.00 | | | |
| | | N/C | | | | | | | | |
| | N/C | N/C | OPM | 4.29.2 | Level 11 - 3 yrs | No detectable warning surfaces have been installed at this facility. | \$550.00 | | | |
| | N/C | N/C | OPM | 4.30.2 | Level 11 - 3 yrs | No handicap signage at this facility | \$600.00 | | | |
| | | | | | | | | | | |
| 15 | | Health Department | | | | | | | | |
| | | Parking Lot Renovation completed 2021 | | | | | | | | |
| | N/C | | FM | 4.15.1 | Level 41 - 3 yrs | 3 drinking fountains are installed on the first floor. One “Hi-Lo” and two “Low "spout. | | | | \$7,000.00 |
| | | N/C | | | | | | | | |
| | N/C | | FM | 4.15.1 | Level 41 - 3 yrs | 4 drinking fountains are installed on the second floor. All are the “Low” spout type. | | | | \$9,000.00 |
| | | N/C | | | | | | | | |
| | N/C | | FM | 4.17.3 | Level 21 - 3 yrs | Men restroom 2nd floor - 48 1/2" width x 65 0" depth | | \$4,000.00 | | |
| | | N/C | | | | | | | | |
| | N/C | | FM | 4.17.3 | Level 21 - 3 yrs | Women restroom 2nd floor 48 0" wide x 65 1/2" depth | | \$4,000.00 | | |
| | | N/C | | | | | | | | |
| | N/C | N/C | FM | 4.32.3 | Level 21 - 3 yrs | Conference room 2-101 Knee space 26 1/2" /wide 36 0"/depth 24 0" | | \$700.00 | | |
| | N/C | N/C | FM | 4.32.3 | Level 21 - 3 yrs | Environmental health services 1-301-table knee space 25 1/2" | | \$300.00 | | |
| | N/C | N/C | FM | 4.32.4 | Level 21 - 3 yrs | Developmental center 2-301-reception countertop 44 0" | | \$2,500.00 | | |
| | N/C | N/C | FM | 4.32.4 | Level 21 - 3 yrs | Behavioral health service 2-201-reception countertop 45 0" | | \$2,500.00 | | |
| | N/C | N/C | FM | 4.32.4 | Level 21 - 3 yrs | Nursing clinics 1st floor - reception countertop 44 0" | | \$2,500.00 | | |
| | N/C | N/C | FM | 4.32.4 | Level 21 - 3 yrs | Administration 1st floor - reception countertop 44 0" | | \$2,500.00 | | |
| | N/C | N/C | FM | 4.32.4 | Level 21 - 3 yrs | Environmental Health Service 1-301-reception countertop 44 0" | | \$2,500.00 | | |
| | | | | | | | | | | |
| 16 | | Highways/Fleet Services Complex | | | | | | | | |
| | N/C | N/C | OPM | 4.3.7 | Level 11 - 7 yrs | Running slope greater than 5% at concrete portion of accessible route | \$3,100.00 | | | |

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|----|-----|---------------------------------|-----|---------|------------------|---|------------|------------|--|--|
| | N/C | N/C | OPM | 4.6.4 | Level 11 - 3 yrs | Accessible parking does not have van accessible signage | \$200.00 | | | |
| | N/C | N/C | OPM | 4.29.5 | Level 11 - 3 yrs | Detectable warning surface not provided at roadway crosswalk | \$550.00 | | | |
| | | | | | | | | | | |
| 17 | | HSB – Jefferson Satellite Yard | | | | | | | | |
| | N/C | | OPM | 4.3.1 | Level 11 - 7 yrs | No accessible parking spaces and complete accessible route are installed at the facility | \$800.00 | | | |
| | | N/C | | | | | | | | |
| | N/C | | FM | 4.8.5 | Level 11 - 7 yrs | Handrails are not continuous along the entire ramp including the top and bottom landing areas. Rail does not extend 12" past end of top and bottom of ramp. | \$300.00 | | | |
| | | N/C | | | | | | | | |
| | N/C | N/C | FM | 4.9.4 | Level 11 - 7 yrs | No tubular handrails on stairs. | \$200.00 | | | |
| | N/C | N/C | FM | 4.22.6 | Level 21 - 5 yrs | Only 26" knee clearance under restroom lavatory, 27" is required | | \$1,400.00 | | |
| | N/C | N/C | FM | 4.24.2 | Level 21 - 5 yrs | Kitchen Counter height is 36" | | \$1,800.00 | | |
| | N/C | N/C | FM | 4.28.1 | Level 11 - 5 yrs | Building only has smoke detector, no visual fire alarm | \$3,000.00 | | | |
| | N/C | N/C | OPM | 4.29.2 | Level 11 – 5 yrs | No detectable warning surfaces have been installed | \$550.00 | | | |
| | | | | | | | | | | |
| 18 | | HBS – Johnsville Satellite Yard | | | | | | | | |
| | N/C | | OPM | 4.3.2 | Level 11 - 7 yrs | No designated handicap accessible parking and no designated accessible route to bldg. No public sidewalks at street, appears as though only accessible route needed is between future handicap parking and satellite office | \$800.00 | | | |
| | | N/C | | | | | | | | |
| | N/C | N/C | OPM | 4.6.1 | Level 11 - 3 yrs | No handicap parking spaces have been assigned | \$0.00 | | | |
| | N/C | N/C | OPM | 4.8.1 | Level 11 - 3 yrs | Accessible entrance ramp without handrails | \$750.00 | | | |
| | N/C | N/C | FM | 4.13.10 | Level 11 - 3 yrs | Door takes less than 3 seconds to close | \$100.00 | | | |
| | N/C | N/C | OPM | 4.28.1 | Level 11 - 3 | Building is protected by smoke detector, does not have fire alarm, therefore no visual alarm | \$3,000.00 | | | |
| | N/C | N/C | OPM | 4.29.2 | Level 11 - 3 yrs | No detectable warning surface installed between ramp and traffic area | \$550.00 | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| 19 | | HSB - Thurmont Satellite Yard | | | | | | | | |
| | | | | | | | | | | |
| | N/C | N/C | OPM | 4.3.2 | Level 11 - 5 yrs | No marked accessible route to the street. No handicap parking has been marked. No designated route. | \$800.00 | | | |
| | N/C | N/C | OPM | 4.6.1 | Level 11 - 5 yrs | There are no marked handicap parking spaces. | | | | |
| | N/C | N/C | FM | 4.8.5 | Level 11 - 5 yrs | Entrance ramp without outside handrail or bottom curb protection | \$750.00 | | | |

| | | | | | | | | | | |
|----|-----|--|------|--------|------------------|---|-------------|----------|--|------------|
| | N/C | | FM | 4.13.6 | Level 11 - 5 yrs | The entry door has a 36” opening and therefore in accordance with figure 25 requires 24” on the latch side of the door. There are only 18” in this location. | \$50.00 | | | |
| | | N/C | | | | | | | | |
| | N/C | N/C | FM | 4.19.6 | Level 21 - 3 yrs | The bottom edge of the reflective MIRROW surface measures 41” above finish floor. | | \$100.00 | | |
| | N/C | N/C | FM | 4.24.4 | Level 21 - 3 yrs | The kitchen sink is 8” deep. | | \$500.00 | | |
| | N/C | N/C | FM | 4.28.3 | Level 11 - 5 yrs | There are no visual alarms at this facility. | \$3,000.00 | | | |
| | N/C | N/C | OPM | 4.29.5 | Level 11 - 3 yrs | There are no detectable warning surfaces at this facility. | \$550.00 | | | |
| | | | | | | | | | | |
| 20 | | HSB - Urbana Satellite Yard New Renovated 2024 | | | | | | | | |
| | | | OPM | 4.3.2 | Level 11 - 5 yrs | No marked accessible route to the street and no handicap parking on site. | \$17,000.00 | | | |
| | | | | | | | | | | |
| 21 | | Law Enforcement Center | | | | | | | | |
| | N/C | N/C | OPM | 4.7.7 | Level 11 - 5 yrs | Detectable warning surfaces no installed at curb ramp or at the end of accessible sidewalk. | \$1,500.00 | | | |
| | N/C | N/C | FM | 4.19.3 | Level 21 - 5 yrs | Clear floor space men 24 x 94". Waste can and towel dispenser blocking access to the lavatory and soap dispenser. | | \$400.00 | | |
| | N/C | N/C | FM | 4.32.4 | Level 21 - 5 yrs | Tabletop 29" / Lobby service window top 36-1/2" | \$1,000.00 | | | |
| | | | | | | | | | | |
| 22 | | Middletown Branch Library (Old) | | | | | | | | |
| | N/C | N/C | OPM | 4.6.4 | Level 11 - 5 yrs | Van-Accessible sign not installed at accessible parking spaces | \$100.00 | | | |
| | N/C | N/C | OPM | 4.7.2 | Level 11 - 5 yrs | Curb running slope 11.5% | \$2,000.00 | | | |
| | N/C | N/C | OPM | 4.7.5 | Level 11 - 5 yrs | Left side flare at curb ramp 16.6% / Right side flare 8.6% | | | | |
| | N/C | N/C | OPM | 4.7.7 | Level 11 - 5 yrs | Detectable warning surface not installed at curb ramp transition point to accessible parking aisle. | \$550.00 | | | |
| | N/C | N/C | FM | 4.15.1 | Level 41 - 3 yrs | Low spout type drinking fountain installed. | | | | \$3,200.00 |
| | N/C | N/C | OPM | 4.30.2 | Level 11 - 5 yrs | Directional signage to accessible restroom not installed in building | \$200.00 | | | |
| | | | | | | | | | | |
| 23 | | Scott Key Center | | | | | | | | |
| | N/C | N/C | USER | 4.16.2 | Level 21 - 5 yrs | Room 109-This restroom requires assistance if used by a person in a wheelchair. The water closet is centered in the room to allow for this assistance with a larger person in a wheelchair. The water closet is too far away from the paper dispenser and the side grab bars. | | \$200.00 | | |
| | N/C | N/C | FM | 4.24.2 | Level 21 - 5 yrs | Room 108 -34-1/2" to the top of the sinks | | \$600.00 | | |
| | N/C | N/C | FM | 4.24.6 | Level 21 - 5 yrs | Room 110-rear men's restroom-no padding on the piping under the sink. | | \$100.00 | | |

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|----|-----|---------------------|------|--------|------------------|--|------------|--|--|------------|
| | N/C | N/C | OPM | 4.30.2 | Level 11 - 3 yrs | Signage in general, is inconsistent with character and location requirements. | \$1,000.00 | | | |
| | | | | | | | | | | |
| 24 | | Thomas Hanson House | | | | | | | | |
| | N/C | | OPM | 4.3.3 | Level 11 - 3 yrs | Ground floor-there are chairs along the wall between the door from the west elevator lobby and the receptionist cubical leaving only a 29" wide access. | \$100.00 | | | |
| | | | | | | | | | | |
| | | N/C | | | | | | | | |
| | N/C | | USER | 4.3.3 | Level 11 - 3 yrs | First floor-there is a table obstructing access to the door to the east stairway | \$100.00 | | | |
| | | | | | | | | | | |
| | | N/C | | | | | | | | |
| | N/C | | USER | 4.3.3 | Level 11 - 3 yrs | Second floor-Banker's boxes stored along almost the entire hallway leaving only 34-35" of access. | \$100.00 | | | |
| | | | | | | | | | | |
| | | N/C | | | | | | | | |
| | | | | | | | | | | |
| | N/C | | FM | 4.9.4 | Level 11 - 5 yrs | The handrails are mounted between 30” and 43” above the stair nosing. | \$3,900.00 | | | |
| | | N/C | | | | | | | | |
| | | | | | | The handrails do not, at all landings, extend at least 12" plus the width of one tread past the bottom riser and do not extend at least 12" past the top riser. | | | | |
| | | | | | | The handrails are 1-3/4" in diameter, they are required to be 1-1/4" to 1-1/2" in diameter in accordance with fig. 39. | | | | |
| | N/C | | FM | 4.15.5 | Level 41 - 3 yrs | If water fountains are installed, one must be provided for those who are in wheelchairs and one for those who have difficulty bending. (Section 4.1.3 (10) states "This can be accommodated by using a "hi-lo" fountain; by providing one fountain accessible to those who use wheelchairs and one fountain at a standard height convenient for those who have difficulty bending; by providing a fountain accessible under 4.15 and a water cooler; or by such other means as would achieve the required accessibility for each group on each floor." Therefore, although it is not recommended, since a cup holder is provided for those with difficulty bending, the water fountain at this location is acceptable. | | | | \$6,400.00 |
| | N/C | | FM | 4.16.3 | Level 21 - 3 yrs | The height of the water closet shall be 17" To 19", the existing water closet measured 21-1/2". | | | | |

| | | | | | | | | | | |
|----|-----|--------------------------------------|-----|---------|------------------|---|------------|------------|--------|--------|
| | N/C | | FM | 4.17.3 | Level 21 - 3 yrs | The stall does not meet the standard stall requirements in figure 30(a).To meet the requirements for figure 30(b), the stall has to be either 36" wide by 66" deep (with a wall hung water closet) with two (2) 42" grab bars (one each side of the stall), or 48" wide by 66" deep (with a wall hung water closet) with one (1) 42" grab bar on the side and a 36" grab bar on the rear wall behind the water closet. | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | N/C | | | | | | | | |
| | | N/C | FM | 4.10.12 | Level 11 - 3 yrs | The call button for the main entry floor shall be designated by a raised star to the left of the floor designation. This elevator has a front and rear door. Currently the star is located next to the LL button. The star should be located next to the 1R button which would allow you to exit at the guard station. | | | | |
| | | | | | | | | | | |
| | N/C | | | | | | | | | |
| | N/C | N/C | FM | 4.10.13 | Level 11 - 5 yrs | There are two doors in this elevator, a front door, and a rear door. A visual car position indicator has been provided above the front door of the elevator. However, an indicator has not been provided above the rear door. An indicator should be installed above each door showing the location of the car at each door which would also indicate which door is the front door and which door is the rear door. When someone is in the elevator, they may know which direction they would like to go but have no idea which button to push to go in that direction. Do you push 1 or 1R, 2 or 2R? There is no indication which door is front and which door is the rear door. | | | | |
| | N/C | | FM | 4.24.2 | Level 21 - 3 yrs | The existing sink is mounted with the rim at 36-3/4" above the finish floor. | | \$1,400.00 | | |
| | N/C | N/C | FM | 4.24.6 | Level 21 - 3 yrs | The drainpipes below the sink are not insulated or otherwise configured to protect against contact. | | \$100.00 | | |
| | N/C | N/C | FM | 4.24.7 | Level 21 - 3 yrs | The faucet is not lever operated, push type, touch type, or electronically controlled. | | \$250.00 | | |
| | | | | | | | | | | |
| 25 | | 300 Scholl's Lane (Scotty's Bus Ln.) | | | | | | | | |
| | N/C | N/C | OPM | 4.3.8 | Level 11 - 5 yrs | Accessible sidewalk mid-point between parking spaces and front entrance has a vertical drop between concrete sections over 1/2". | \$1,100.00 | | | |
| | N/C | | OPM | 4.3.10 | Level 11 - 5 yrs | Accessible space routes are located on multiple ground floors of the building and the accessible spaces are connected by series of internal stairs | | | | |
| | | N/C | | | | | | | | |

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|----|-----|----------------------------|-----|----------|------------------|---|-------------|------------|--|------------|
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| | N/C | | OPM | 4.3.11.1 | Level 11 - 5 yrs | Accessible space routes are located on multiple ground floors of the building and the accessible spaces are connected by series of internal stairs. | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | N/C | | | | | | | | |
| | N/C | | FM | 4.4.1 | Level 11 - 5 yrs | Several fire extinguishers and a defibrillator extend out into the circulating routes. | \$900.00 | | | |
| | | N/C | | | | | | | | |
| | N/C | N/C | OPM | 4.6.3 | Level 11 - 5 yrs | Accessible parking spaces slopes up to 3.7% | \$0.00 | | | |
| | N/C | N/C | OPM | 4.7.7 | Level 11 - 3 yrs | Detectable warning surface not provided at the transition location of the concrete walk and parking spaces. | \$550.00 | | | |
| | N/C | N/C | FM | 4.9.4 | Level 11 - 3 yrs | The four step locations have only one-sided handrails. | \$1,200.00 | | | |
| | N/C | N/C | FM | 4.13.6 | Level 21 - 3 yrs | Men's restroom- insufficient distance between restroom door (pull/latch wheelchair side approach) and corridor wall. | | \$0.00 | | |
| | N/C | N/C | FM | 4.13.7 | Level 21 - 3 yrs | Insufficient space (21") between the women's restroom out swings and the secured door leading into the work offices. | | \$0.00 | | |
| | N/C | N/C | FM | 4.13.8 | Level 11 - 3 yrs | Threshold at main entrance door difficult to maneuver a walker through. | \$250.00 | | | |
| | N/C | N/C | OPM | 4.15.1 | Level 41 - 3 yrs | Single "low" type drinking fountain provided. | | | | \$3,200.00 |
| | N/C | N/C | FM | 4.16.4 | Level 21 - 3 yrs | Back walls grab bars: men's 28-1/2" sidewall 51-0" women's back wall 29-0" sidewall 53-1/2" | | \$700.00 | | |
| | N/C | N/C | FM | 4.16.5 | Level 21 - 3 yrs | Flush controls mounted on wrong side of toilets | | \$1,600.00 | | |
| | N/C | N/C | FM | 4.19.2 | Level 21 - 3 yrs | Men's-rim 30-0", apron 27-1/2", knee 24-0", toe 10" & 6" | | \$1,400.00 | | |
| | N/C | N/C | FM | 4.19.2 | Level 21 - 3 yrs | Women's - rim 29-3/4", apron 25-1/2", knee 23-0", toe 11" & 6" | | \$1,400.00 | | |
| | N/C | N/C | FM | 4.19.2 | Level 21 - 3 yrs | The counters at room # 21 are 36" AFF. | | \$4,000.00 | | |
| | N/C | N/C | FM | 4.19.2 | Level 21 - 3 yrs | The counters at the reception window are 36" AFF. | | \$2,000.00 | | |
| | N/C | N/C | FM | 4.28.1 | Level 11 - 3 yrs | No local fire alarm devices installed in the building. | \$22,500.00 | | | |
| | N/C | N/C | OPM | 4.30.2 | Level 11 - 3 yrs | Tactile signage not provided on designated offices and meeting rooms. | \$4,000.00 | | | |
| | | | | | | | | | | |
| 26 | | Thurmont Regional Library | | | | | | | | |
| | N/C | N/C | OPM | 4.7.5 | Level 11 - 7 yrs | Curb ramp flare sides at 15% and 20% | \$2,200.00 | | | |
| | | | | | | | | | | |
| 27 | | Urbana Library (Main Area) | | | | | | | | |

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|----|-----|--|----------|--------|---------|-----------|--|-------------|----------|--|------------|
| | N/C | N/C | Landlord | 4.6.2 | Level 1 | 1 - 5 yrs | 2 accessible parking spaces & access aisle located at the front main entrance have no curb cut to access the accessible route of travel; users must enter the access roadway path to gain access to the building. | \$1,900.00 | | | |
| | N/C | N/C | Landlord | 4.7.1 | Level 1 | 1 - 5 yrs | Front entrance accessible parking spaces and accessible sidewalk without curb cut. | | | | |
| | N/C | N/C | Landlord | 4.29.5 | Level 1 | 1 - 3 yrs | Detectable warning surface not provided at the accessible route and ramp located in front of the building and vehicular access roadway. | | \$550.00 | | |
| | | | | | | | | | | | |
| 28 | | Urbana Library (Senior Center) | | | | | | | | | |
| | | | | | | | | | | | |
| | N/C | N/C | Landlord | 4.7.7 | Level 1 | 1 - 3 yrs | Detectable warning surface not provided at curb ramp | \$1,100.00 | | | |
| | N/C | N/C | Landlord | 4.7.8 | Level 1 | 1 - 3 yrs | Concrete wheel stops not provided | \$300.00 | | | |
| | | | | | | | | | | | |
| 29 | | Warehouse No. 2 (County and Maintenance Storage) | | | | | | | | | |
| | | (see Warehouse No. 1) | | | | | | | | | |
| | N/A | | OPM | 4.3.1 | Level 1 | 1 - 7 yrs | No handicap accessible parking and no defined accessible route to the public street. | \$1,000.00 | | | |
| | | N/A | | | | | | | | | |
| | N/A | N/C | OPM | 4.7.1 | Level 1 | 1 - 7 yrs | A ramp and cross walk as well as a designated route need to be installed between Bourne Dr. and Warehouse No. 1. | | | | |
| | N/C | N/C | FM | 4.15.5 | Level 4 | 1 - 3 yrs | Drinking fountain Only 23” of knee space, however, the water fountain will work if raised. | | | | \$3,200.00 |
| | N/C | N/C | FM | 4.16.4 | Level 2 | 1 - 3 yrs | Restroom - No grab bar behind the toilet. | | \$250.00 | | |
| | N/C | N/C | FM | 4.18.3 | Level 2 | 1 - 3 yrs | Restroom door swings into the clear floor space reserved for the urinal. | \$1,100.00 | | | |
| | N/C | N/C | FM | 4.19.3 | Level 2 | 1 - 3 yrs | Restroom door swings into the clear floor space required by the sink. | | | | |
| | N/C | N/C | FM | 4.19.4 | Level 2 | 1 - 3 yrs | Restroom - No padding on the pipes below the sink. | \$100.00 | | | |
| | N/C | N/C | FM | 4.19.6 | Level 2 | 1 - 3 yrs | Restroom - 47” AFF to the bottom of the mirror. | \$100.00 | | | |
| | N/C | N/C | FM | 4.28.1 | Level 1 | 1 - 3 yrs | There is a smoke detector that is tied into the alarm system; however, there are no visible alarms in the building. | \$26,400.00 | | | |
| | N/A | | OPM | 4.29.2 | Level 1 | 1 - 3 yrs | There is no detectible warning surface where the front door handicap ramp enters the parking lot and there should be a handicap ramp at Bourne Dr. and there is no accessible route between the building and the street. | \$550.00 | | | |
| | | N/C | | | | | | | | | |
| | N/C | N/C | OPM | 4.30.6 | Level 1 | 1 - 3 yrs | The restroom sign is mounted on the door not on the latch side and the sign that is mounted is not a handicap sign. | \$100.00 | | | |

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|----|-----|-----------------------|-----|--------|----------------|---|------------|------------|--|------------|
| | | | | | | | | | | |
| 30 | | Westview Fire Station | | | | | | | | |
| | | No. 31 | | | | | | | | |
| | N/C | N/C | OPM | 4.29.5 | Level 11-3 yrs | Detectable warning surface does not provide at access aisle and concrete walk | \$550.00 | | | |
| | N/C | N/C | OPM | 4.30.2 | Level 11-3 yrs | Main access entrance door without accessible signage | \$200.00 | | | |
| | | | | | | | | | | |
| 31 | | Winchester Hall | | | | | | | | |
| | | (East Wing & Annex) | | | | | | | | |
| | | | FM | 4.4.1 | Level 11-3 yrs | Fire extinguisher and pull boxes extends more than 4" from wall building wide. AED are mounted above 27" and below 80" extending out 7" from wall | \$3,000.00 | | | |
| | | | OPM | 4.6.4 | Level 11-3 yrs | Van accessible signage not provided at accessible parking spaces | \$100.00 | | | |
| | | | OPM | 4.10.5 | Level 11-3 yrs | Floor designations characters mounted at 42-0" | \$200.00 | | | |
| | | | OPM | 4.15.1 | Level 41-3 yrs | Single spout type drinking fountains throughout the building | | | | \$0.00 |
| | | | OPM | 4.29.5 | Level 11-3 yrs | Detectable warning surface not provided between accessible brick pavers (walkway) and adjunct accessible parking spaces | \$1,100.00 | | | |
| | | | OPM | 4.30.2 | Level 11-3 yrs | Signage is provided at accessible restrooms and emergency doors. Tactile and informational signage is not provided identifying permanent functional services offered by the various departments and agencies located inside the building or directional routing signage to the accessible restrooms. | \$0.00 | | | |
| | | | FM | 4.32.4 | Level 21-3 yrs | County Attorney reception area room 2110J-countertop at 44-4" | | \$1,600.00 | | |
| | | | | | | BOCC reception area 3130-countertop at 44-0" | | | | |
| | | | | | | P & C reception area 1120-countertop at 44-0" | | | | |
| | | | | | | RM reception area 1146-countertop at 44-0" | | | | |
| | | | FM | 4.33.3 | Level 11-3 yrs | Hearing room 1102-it is not visually identifiable where the wheelchair locations are integrated into fixed seating plan. The hearing room seats are not readily removable and are mounted to the floor there is an area where several fixed seats have been removed but would extend the wheelchair against the front of the second row of seats or extend the wheelchair into the circulation paths to the side or front of the space. | \$1,000.00 | | | |
| 32 | | Winchester Hall | | | | PER EMAIL 6/14/24 | | | | |
| | | (West Wing) | | | | | | | | |
| | | N/C | FM | 4.13.8 | Level 11-5 yrs | Restroom L144-cracked threshold | \$250.00 | | | |
| | | N/C | FM | 4.15.1 | Level 41-3 yrs | Typical built-in drinking fountain with one "low" spout | | | | \$9,600.00 |

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|--|--|-----|----|--------|-----------------|---|--------------|--------------|--------|-------------|
| | | N/C | FM | 4.16.4 | Level 21 -3 yrs | Restroom number (grab bar 54-0" length requirement) | | \$1,800.00 | | |
| | | N/C | | | | L144-side wall bar extends 52" from back wall. Space between wall & bar 2-1/2" | | | | |
| | | N/C | | | | L145-sidewall bar extends 51-0" from back wall | | | | |
| | | N/C | | | | 1153-sidewall bar extends 51-0" from back wall | | | | |
| | | N/C | | | | 1152-sidewall bar extends 51-0" from back wall | | | | |
| | | N/C | | | | 2174-sidewall bar extends 51-1/2" from back wall | | | | |
| | | N/C | | | | 2173-sidewall bar extends 51-1/2" from back wall | | | | |
| | | N/C | | | | 3164-sidewall bar extends 51-1/2" from back wall | | | | |
| | | N/C | | | | 3165-sidewall bar extends 51-1/2" from back wall | | | | |
| | | N/C | FM | 4.17.1 | Level 21 -3 yrs | Winchester Hall has 8 toilet rooms that contain toilet stalls which are stacked above each other starting from the lower level to the 3rd floor. These toilet rooms are located on the accessible routes and should be made fully accessible to the public. The toilet rooms are identified as L125, L126, 1113, 1114, 2127, 2128, 3127, 3128 | | \$9,960.00 | | |
| | | N/C | FM | 4.19.4 | Level 21 -3 yrs | Lavatory exposed pipes 1152 | | \$100.00 | | |
| | | N/C | FM | 4.32.3 | Level 21 -3 yrs | Winchester room 2198-knee 24-1/2", width 80", deep 24-0" | | \$1,000.00 | | |
| | | | | | | | | | | |
| | | | | | | | 1 | 2 | 3 | 4 |
| | | | | | | Total of each level | \$280,515.00 | \$104,385.00 | \$0.00 | \$82,500.00 |
| | | | | | | | | | | |
| | | | | | | Total Repair Cost | \$467,400.00 | | | |

PARKS ADA 504 INSPECTIONS 2021

| Facility Number | Items Completed X | Building name | Department Responsible | ADA code # | Priority Level & Timeline | Description of non-compliant element | Estimated Costs (Heuristic) | | | | Total | Proposed method to make element ADA accessible |
|-----------------|-------------------|-----------------------|------------------------|------------|---------------------------|--------------------------------------|-----------------------------|---------|---------|---------|-------|--|
| | Not Completed N/C | | | | | | Level 1 | Level 2 | Level 3 | Level 4 | | |
| 48 | | Loys Station Park | | | | | | | | | | Passed 504 checklist 5-4-2021 |
| 50 | | Libertytown Park | | | | | | | | | | Passed 504 checklist 5-4-2021 |
| 51 | | Kemptown Park | | | | | | | | | | Passed 504 checklist 5-4-2021 |
| 52 | | Fountain Rock Park | | | | | | | | | | Passed 504 checklist 5-4-2021 |
| 53 | | Creagerstown Park | | | | | | | | | | Passed 504 checklist 5-4-2021 |
| 54 | | Catoctin Creek Center | | | | | | | | | | Passed 504 checklist 5-4-2021 |
| 55 | | Ballenger Creek Park | | | | | | | | | | Passed 504 checklist 3-18-2321 |
| 56 | | Old National Park | | | | | | | | | | Passed 504 checklist 3-18-2321 |
| 57 | | Pinecliff Park | | | | | | | | | | Passed 504 checklist 3-18-2321 |
| 58 | | Point of Rocks Park | | | | | | | | | | Passed 504 checklist 3-18-2321 |
| 59 | | Point of Rocks trail | | | | | | | | | | Passed 504 checklist 3-18-2321 |
| 60 | | Buckeystown Park | | | | | | | | | | Passed 504 checklist 5-4-2021 |
| 61 | | Green Hill Park | | | | | | | | | | Passed 504 checklist 5-4-2021 |
| 62 | | Glade Manor Park | | | | | | | | | | Passed 504 checklist 5-4-2021 |
| 63 | | Utica Park | | | | | | | | | | Passed 504 checklist 5-4-2021 |
| 64 | | Urbana dist. Park | | | | | | | | | | Passed 504 checklist 3-18-2321 |
| 65 | | Urbana Comm. Park | | | | | | | | | | Passed 504 checklist 3-18-2321 |
| 66 | | Rose Hill Park | | | | | | | | | | Passed 504 checklist 3-18-2321 |
| 67 | | Roddy Road Park | | | | | | | | | | Passed 504 checklist 3-18-2321 |
| 68 | | Othello Park | | | | | | | | | | New 2022 |
| | | | | | | | | | | | | |