

CITY OF SOUTH SAN FRANCISCO



AMERICANS WITH DISABILITIES ACT self evaluation and transition plan

APPENDICES

MAY 2014

Appendices

Appendix A: Program Accessibility Questionnaire

Appendix B: Public Outreach

Appendix C: Sample Citizen Request Form

Appendix D: Pedestrian Rights-of-Way Reports and Maps

Appendix E: Downtown Parking Lot Survey Reports

Appendix F: Intersections Survey

Appendix G: Facility Reports

Appendix B: Public Outreach

Public Meeting #1: March 3, 2014

Public Comment Period: May 2014

Break Down the Barriers!



Help the City of South San Francisco with its ADA Self-Evaluation and Transition Plan

**Monday
March 3, 2014**

6:00-8:00 pm

**Municipal
Services
Building**

Community Room

33 Arroyo Drive

**South San Francisco
CA 94080**

In order to provide accessibility for all residents and visitors, the City of South San Francisco is assembling its Americans with Disabilities (ADA) Self-Evaluation and Transition Plan. The City is in the process of evaluating the accessibility of its facilities, programs, and services and would like to hear from **you**.

At this public meeting you will learn about the evaluation process and the status of the Draft Plan. You will have a chance to express your concerns regarding the accessibility of City services and facilities. The City will include your input into the final ADA Transition Plan.

Public Transportation

SamTrans

For more information, please visit www.samtrans.com or call (800) 660-4287 or (650) 508-6448 (TTY)

Routes ECR, 37, 39, and 122 have stops near the Municipal Services Building.

Meeting Accessibility

This meeting is conducted in an accessible location. If you need a language interpreter in Spanish, Tagalog, or Chinese, an American Sign Language interpreter, assistive listening device, or other type of accommodation, you can request assistance by contacting **Kathy Mount** by email at kathy.mount@ssf.net or by calling (650) 829-6619 or by February 26, 2014

Meeting materials in alternative formats can be made available upon request.



ADA Public Meeting

Date **March 3, 2014**

Time **6:00 – 8:00 pm**

Municipal Services Building - Community Room
33 Arroyo Drive
South San Francisco, CA 94080

A G E N D A

- 6:00 – 6:15: Welcome and Introductions
- 6:15 – 7:00: Presentation of Draft Plan
- 7:00 – 7:45: Discussion
- 7:45 – 8:00: Next Steps
- 8:00: Adjourn



ADA Self-Evaluation and Transition Plan

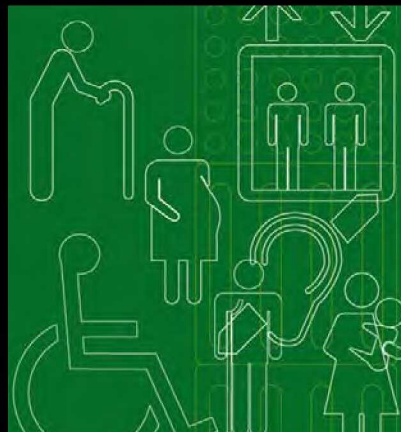


City of South San Francisco Public Meeting

March 3, 2014

The Americans with Disabilities Act

- The Americans with Disabilities Act (ADA) is a **civil rights law** that mandates equal opportunity for individuals with disabilities.



City of South San Francisco Public Meeting

March 3, 2014

The ADA

Title I: Employment

Title II: Public Transportation
and State and Local
Government Services

Title III: Places of Public
Accommodations

Title IV: Telecommunications

Title V: Miscellaneous



City of South San Francisco Public Meeting

March 3, 2014

Equality in Access

The primary
responsibility of public
agencies with regard to
the ADA is to provide
equal access to
*PROGRAMS, SERVICES,
& ACTIVITIES*



City of South San Francisco Public Meeting

March 3, 2014

ADA Title II Requirements

- **Complete a Self-Evaluation of policies and programs**
- **Designate a person who is responsible for overseeing Title II compliance; and**
- **Develop a Transition Plan if the Self-Evaluation identifies any structural modifications necessary for compliance**

City of South San Francisco Public Meeting

March 3, 2014

Policy and Program Evaluation

1. **Reviewed City policies including City Codes**
2. **Reviewed the current level of access to programs and activities using a detailed questionnaire completed by City staff**
3. **Analyzed policies, programs, and activities and will make recommendations for improvements**
4. **Producing a Draft Self-Evaluation Report**

City of South San Francisco Public Meeting

March 3, 2014

Example: Policy Modifications

- Policy: “It is unlawful for any person to ride, drive, propel, or cause to be propelled, any vehicle across or upon any sidewalk except over permanently constructed driveways ”
- Suggested Modification/ clarification: Add language that specifically allows wheelchairs and other powered mobility devices on public sidewalks.



City of South San Francisco Public Meeting

March 3, 2014

Example: Customer Services

- Modify practices when needed and requested
- Provide accessible facilities or relocate activities
- Provide accessible equipment and tools for staff and the public
- Contracted service providers must comply with the ADA
- Staff training

City of South San Francisco Public Meeting

March 3, 2014

Example: Outreach and Printed Information

- Provide notices of non-discrimination on materials
- Provide alternative formats upon request
- Inform the public that this is available
- Handle all requests on an individual basis
- List ASL interpreters, readers, tools and resources
- Increase outreach to persons with disabilities
- Provide accessible web resources

City of South San Francisco Public Meeting

March 3, 2014

Example: Training and Staffing

- Disability awareness training for City staff
- Customer service skills and tools are vital for City staff
- Maintenance and facility staff need to understand accessibility concepts

City of South San Francisco Public Meeting

March 3, 2014

Example: Public Meetings

- **Schedule meetings in accessible locations**
- **Make reasonable modifications so people can participate**
- **Display a notice on meeting announcements and agendas about requesting assistance**

City of South San Francisco Public Meeting

March 3, 2014

Services in Existing Facilities

Options:

- 1. Make alterations to the facility**
- 2. Provide the same City service in another accessible location**
- 3. Provide auxiliary aides or services to assist the individual**

City of South San Francisco Public Meeting

March 3, 2014

Building and Construction Practices

- New construction and alterations must be accessible
- California state codes and the Federal ADA guidelines must be followed



City of South San Francisco Public Meeting

March 3, 2014

Facility Survey and Reports

- Identified all physical barriers in public areas
- Described the barrier removal solutions for necessary improvements
- Established planning level cost estimates for improvements

City of South San Francisco Public Meeting

March 3, 2014

Prioritization of ADA Improvements

- Establish criteria for prioritization based on community values
- Use priorities to establish a schedule for removing barriers



City of South San Francisco Public Meeting

March 3, 2014

Prioritization of Barriers City-wide

Examples of criteria for prioritizing access improvements **City-wide:**

- *Level of Public Use*
- *Citizen Rights and Responsibilities*
- *Location of Unique Program*
- *Social Need*
- *Geographic Distribution*
- *Identified Complaints*



City of South San Francisco Public Meeting

March 3, 2014

Prioritization of Barriers within Facilities

Examples of criteria for prioritizing access improvements **within a facility**:

1. Building entrance and primary path of travel
2. Barrier removal items that improve access to program use areas
3. Amenities
4. Areas and elements not required to be modified



City of South San Francisco Public Meeting

March 3, 2014

City Buildings

1-3 Years

- Municipal Services Building/Parks and Community
- Municipal Services Building/Fire Station 63/Police Station
- City Hall Historic
- City Hall Annex
- City Hall Campus
- Main Library
- Grand Avenue Branch Library

4-6 Years

- Orange Park Pool
- Magnolia Senior Center
- Westborough Recreation Center

4-6 Years

- Orange Park Recreation Center
- Terra Bay Recreation Center/Gym
- Siebecker Center

7-10 Years

- Paradise Valley Recreation Center
- Gateway Childcare Center
- Maintenance Services Building
- Fire Station 61
- Fire Station 62
- Fire Station 64
- Fire Station 65

City of South San Francisco Public Meeting

March 3, 2014

City Parking Lots

1-3 Years

- Miller Street Parking Garage
- Public Parking Lot 7
- Public Parking Lot 4
- Public Parking Lot
- Public Parking Lot 1

7-10 Years

- Public Parking Lot
- Public Parking Lot 6
- Public Parking Lot
- Public Parking Lot 2

4-6 Years

- Public Parking Lot
- Public Parking Lot 5
- Public Parking Lot
- Public Parking Lot 13

City of South San Francisco Public Meeting

March 3, 2014

City Parks

1-3 Years

- Orange Memorial Park
- Westborough Park
- Sign Hill Park
- City Hall Tot Lot
- Centennial Way Phase 1
- Centennial Way Phase 2
- Centennial Way Phase 3
- Buri Buri Park
- Sellick Park
- Brentwood Park

- Alta Loma Park
- Winston Manor: Elkwood Park

4-6 Years

- Avalon Park/Ballfields
- Terra Bay - Ballfields
- Francisco Terrace Park
- Clay Park
- Winston Manor: Newman Gibbs Park
- Cypress & Pine Park (Totlot)

City of South San Francisco Public Meeting

March 3, 2014

City Parks

7-10 Years

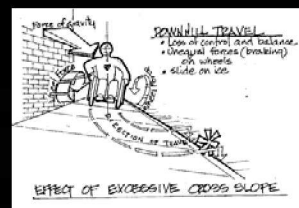
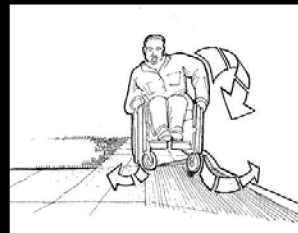
- Gardiner Park
- Winston Manor: Dundee Park
- Winston Manor: Zamora Park
- Common Greens Willow Gardens
- Common Greens West Park
- Common Greens Stonegate
- Cal West Park
- Callan Park
- Sister Cities Park
- Avalon Memorial Lots
- Wind Harp

City of South San Francisco Public Meeting

March 3, 2014

Pedestrian Rights-of-Way

- Conducted a survey of pedestrian features such as sidewalks and curb ramps
- Reviewed City policies and design standards
- Evaluated programs and mechanisms relevant to pedestrian improvements



City of South San Francisco Public Meeting

March 3, 2014

Prioritizing Sidewalks and Curb Ramps

Criteria has been established by the ADA for prioritizing access improvements within the pedestrian Rights-of-Way. R.O.W adjacent to:

1. State and local government offices
2. Transportation facilities
3. Commercial and business areas
4. Places of employment
5. Residential neighborhoods

City of South San Francisco Public Meeting

March 3, 2014

Discussion

City of South San Francisco Public Meeting

March 3, 2014



ADA Self-Evaluation and Transition Plan



City of South San Francisco Public Meeting

March 3, 2014

South San Francisco
Public Meeting #1 - Minutes
March 3, 2014

MIG Presentation – What is a Self-Evaluation and Transitions Plan

Comments:

Public: I wanted to know if accessibility standards are applicable to bridges. Would these include the bridges at Orange Park? The gaps between the planks on the bridges are widening and the wheels of my father's wheelchair got caught in the gaps at night. I managed to get my father out but I would like these addressed. I had spoke with an older lady who said her shoes kept getting stuck between the planks when she would walk across the bridges. There are plywood plates down at each end of the bridge but it's a tripping hazard. Please address these bridges.

Public: Thank you for the improvements to the sidewalks and lanes at Circle Court.

Public: We use both the small dog and big dog sections of the Dog Park on Centennial Way. There are two benches in the small dog park and one in the big dog park; it would be nice to have more benches on both sides of the dog park so more people could sit down. The ground surface at the benches flood and it makes it hard to get to the benches to sit down. I think more options would allow people who wanted or needed to sit down the chance to do so. Over the last 3.5 years, the different seasons bring more or less numbers of people.

Public: The bay trail, is part of the City? Why isn't it on the list?

City: Because it is primarily the responsibility of the adjacent businesses.

Public: How do you identify what is accessible and what is not?

Consultant: We go out and survey. I am a trained CASp professional and specifically trained to do such surveys. We used both the California Building Code and 2010 ADA Standards for Accessible Design. As surveyors, we can use the code but are always open to input from people who have first hand knowledge of issues.

Public: Parking and bathrooms are the most troubling issues I have. I realize most places are older but there are many places that have not been upgraded at all. I have not had many issues on City property. With parking, it is mostly people abusing the placard and designated parking spaces.

Consultant: The City of San Francisco, spurred by folks in the disability community, have decided to start charging for designated spaces like any other parking space.

Public: Van accessible parking space abuse is the most offensive because I need those to get out of my car.

Consultant: There is no rule in California stating that someone not using a van cannot park in a van space. A big part of our plan is maintenance- we include issues that site users may not realize affects the usability of a place in our Staff Training. This includes making sure parking

spaces are the correct number and striping and minimum required space is maintained; it includes strike edge clearance so people are aware of why it's not acceptable to place a filing cabinet next to the latch-side of the a door. We try to build awareness.

Public: What point were you trying to make with the Bocce Court example in your presentation?

Consultant: I was trying to communicate the idea programmatic accessibility. The program when viewed in its entirety must provide some accessible facilities. This doesn't mean that all courts are accessible- but if someone wants to play they have the right to. The City does have Bocce Courts that are accessible. Not all are but at least some do provide all users with access. The idea of programmatic accessibility applies to existing facilities; new construction has to be accessible. This plan is meant to help the city strategize what facilities to fix.

Public: I noticed Wind Harp is on the list- there is no way that that park can be made accessible due to terrain. The steepness of the slope will not allow it.

Consultant: There are exceptions for impracticality. The code identifies *technically infeasible* as an exception. There are also programs that by their nature will be inaccessible like sand volleyball. The Wind Harp needs to be up on a hill to be activated.

Public: A lot of kids use Centennial Way- we need more benches along the path.

Consultant: The current standards are not very prescriptive for benches in outdoor areas. Benches in locker rooms and inside are have standards that are applied to them but for benches outside it is primarily provided an accessible route and an area of companion seating next to the bench.

Public: I have a child with a mobility disability. I would like to see some park facilities with lower basketball nets so she can dunk like her brothers. The City has a lot of great programs and facilities for kids with disabilities. Orange Park is our neighborhood park.

Public: I noticed Zamora Park is listed as a Winston Manor- it is an Avalon Park.

Public: At Parkway, near the top coming down Eucalyptus – there are no curb ramps. I have seen someone with a ramp built to their door right near that intersection and imagine they cannot maneuver around the intersection without using a private driveway.

Consultant: Requests for Public Rights of Way improvements may be made through the City's Public Works Department.

Public: The Evergreen area near El Camino High School needs curb ramps. There are also places along Grand Avenue that need curb ramps.

Public: The Baseball bleachers at Orange Park do not have a place for people using wheelchairs to sit. Do the bleachers need to be accessible?

Consultant: It depends on the bleachers- the non-permanent aluminum bleachers are not required to provide elevated seating but they do need to provide an accessible route and a clear floor space for companion seating.

City: We are currently looking into addressing the bleacher areas at the Orange Park baseball fields to see what improvements can be made.

Attendees

Martha Guzman	marthag@royallaundry.net
Danine Mar	danine.mar@gmail.com
Mena Richardson	menarichardson@gmail.com
Edith Arias	ulisesscatering@aol.com
Juan Gomez	jcarlosgomez1997@gmail.com
Henry/Cynthia Zuniga	
Kerry O'Shea	kbmoshea@yahoo.com
Judy Bush	jbindian@yahoo.com
Bill Zemke	billzemke@aol.com
Rich Garbarino	rich.garbarino@ssf.net
Bill Benavides	
Rick Benavides	ricardombenavides@hotmail.com
Sara Demirjian	s.demirjian@comcast.net
Elvira Valencia	Elvivalencia92@yahoo.com
Alan Wong	alanwongssf@gmail.com
Richard Holt	
Ashley Tomerlin	ashleyt@migcom.com
Tim Gilbert	ting@migcom.com

**City of South San Francisco
Americans with Disabilities Act (ADA)
Self-Evaluation and Transition Plan**

**March 3, 2014
Public Meeting**

COMMENT CARD

Please list your concerns regarding accessibility of the programs, services and activities offered by the City of South San Francisco

Please return this card to the meeting facilitators or
mail to the address on the back of this page or
email to ashleyt@migcom.com
by **March 21, 2014**