

Public Library



Town of Manchester-by-the-Sea ADA Transition Plan

February 2020



Institute for Human Centered Design

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Background

Year Built: 1886

The Manchester-by-the-Sea library is located at 15 Union Street. The library has a main floor, a small basement area used by Friends of the Library, and a mezzanine primarily used by teenagers and young adults.

The building has two accessible entrances including the main entrance on the north side of the library off Union Street, and an entrance off Church Street on the west side of the library that opens to the children's area. The Church Street entrance is connected to an accessible ramp and is close to four on-street parking spaces.

The main floor has a circulation desk where reading and magnifying glasses are available. The main floor also has computers, the majority of the available books and periodicals, and an inaccessible single-user toilet room. Staircases provide access to the basement Friends of the Library area and to the mezzanine.

Key Accessibility Issues

Exterior Access Routes

Accessibility issues include lack of accessible routes to exterior library amenities, and exterior access routes with cross slopes or changes in level greater than the maximum allowed.

Interior Access Routes

Accessibility issues include lack of an accessible route to the mezzanine and to the Friends of the Library area in the basement*, and lack of the minimum required clear width at some routes through the main library area.

***Note:** Providing access to the Friends of the Library area in the basement may be technically infeasible. To provide program access, relocate the Friends of the Library area to an accessible location as needed.

Toilet Rooms

Accessibility issues include lack of the minimum required turning space in the single-user toilet room.

Interior Stairs

Accessibility issues include lack of closed risers and lack of handrails that extend at least 12" at the stairs leading to the mezzanine.

Additional Accessibility Issues

- Lack of door hardware that can be used without requiring tight grasping, pinching, or twisting of the wrist.
- Lack of compliant egress signs.

Order of Magnitude Cost Estimates

- Provide an accessible single-user toilet room: \$24,604
- Provide an accessible route to the mezzanine (interior lift): \$21,660
- Renovate stairs to mezzanine: \$3,192
- Provide exterior access routes to library amenities and correct issues with existing exterior access routes: \$2,010
- Miscellaneous corrective actions (accessible egress signage, accessible door hardware, etc.): \$2,316

Total: \$53,782

Best Practice and Inclusive Design

Best practice and inclusive design recommendations include elements that are not required in the standards but may create enhanced experiences for all users.






- Recommend providing an automatic door opener at the exterior door to the children's area. IHCD team was told some library users have difficulty opening the door when carrying books, using a walker, etc.).
- Recommend designating the street parking space closest to the route to the ramp by the children's area entrance as

accessible by installing a sign with the International Symbol of Accessibility (ISA).






- Recommend providing a baby changing station in the toilet room when it is made accessible. IHCD was told that at present some parents change their children's diapers in the children's book area because there is insufficient space in the existing toilet room to do so there.
- Recommend providing a sign at the entrance to the Friends of the Library area in the basement that reads, 'Low Ceiling' as the ceiling is just 72" high.

DRAFT

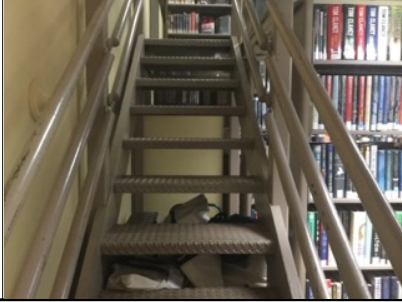




**Town of Manchester-by-the-Sea
Public Library**

ID	Location	Floor	Room	Element	Type	Photo	Issues	Current Measure	Recommendations	Quantity	Price	Cost Estimation
Approach and Entrance												
Exterior Access Route												
1	Central/ Union Street at Path to Main Entrance	Ext.		Exterior Access Route	Sidewalk		Cross slope > 1:50 (2.00%)	4.5%	Reduce cross slope to be no steeper than 1:50 (2.00%). (Cost for 3'x3' of asphalt to correct slope.)	1	90	\$90
2	Path to Children's Area Entrance	Ext.		Exterior Access Route	Exterior		Level changes > 1/4"	1"	Alter change in level to be 1/4" high max. (Cost for a 3'x3' concrete patch.)	1	144	\$144
3	By Ramp	Ext.		Exterior Access Route	Exterior		Accessible route not provided	-	Ensure an accessible route is provided to the bike rack. (Cost for a 3'x3' concrete patch.)	1	144	\$144
4	Front of Library Near Union Street	Ext.		Exterior Access Route	Walkway		Accessible route not provided	-	Ensure an accessible route is provided to the table and chairs in front of library along Union Street. (Cost based on a 48" wide 30' long stone dust walkway to table area.)	1	960	\$960
5	Near Church Street Ramp	Ext.		Exterior Access Route	Walkway		Accessible route not provided	-	Ensure an accessible route is provided to the pet tie-up area. (Cost based on a 48" wide x 6' long stone dust path.)	1	192	\$192
Access to Goods and Services												

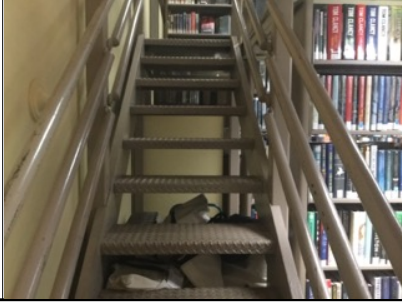



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Means of Egress												
6	Exit to Ramp	1		Means of Egress	N/A		Tactile exit sign not provided Illuminated Int. Symbol of Acc. not provided	-	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door. Provide a sign with an illuminated International Symbol of Accessibility (ISA).	1	432	\$432
7	Central/ Union Street Exit	1		Means of Egress	N/A		Tactile exit sign not provided Illuminated Int. Symbol of Acc. not provided	-	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"- 60" above finished floor located on the latch side of the door. Provide a sign with an illuminated International Symbol of Accessibility (ISA).	1	432	\$432
Interior Access Route												
8	Main Room	1		Interior Access Route	N/A		Route < 36" wide	30"	Ensure that a clear width of 36" min. is maintained at the accessible route (shift location of large stand).	1	Labor	\$0
9	Path to Stairs to Mezzanine	1		Interior Access Route	N/A		Route < 36" wide	33"	Ensure that a clear width of 36" min. is maintained at the accessible route (relocate items to create a 36" min. wide path to stairs).	1	Labor	\$0
10	Friends of Library Volunteer Area	1		Interior Access Route	N/A		Accessible route not provided	-	Providing an accessible route to the basement Friends of Library area may be technically infeasible. To provide program access, recommend relocating the Friends of the Library area to an accessible location as needed.	1	Labor	\$0




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11	Stairs to Mezzanine	1		Interior Access Route	N/A		Accessible route not provided	- -	Provide an accessible route to the mezzanine teen area. (Cost based on a new interior lift.)	1	21660	\$21660
Doors, Doorways, & Gates												
12	Staff Office	1		Doors, Doorways, & Gates	Office		Hardware not operable with a closed fist	-	Provide hardware that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist.	1	484	\$484
13	Single-User Toilet Room	1		Doors, Doorways, & Gates	Toilet Room		Hardware not operable with a closed fist	-	Provide hardware that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist.	1	484	\$484
14	Friends of Library Volunteer Area	b		Doors, Doorways, & Gates	Other		Hardware not operable with a closed fist	-	Provide hardware that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist.	1	484	\$484
Stairways												
15	Mezzanine	M		Stairways	Interior		Handrails do not extend 12" from stairs	-	Top: Ensure handrails extend horizontally above the landing for 12" min. beginning above the first riser nosing. Bottom: Ensure handrails extend to one tread depth beyond the last riser. (Cost based on welding extensions on existing railing at top and bottom of stairs.)	4	142	\$568

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16	Stairs to Mezzanine	1		Stairways	Interior		Stair has open risers	-	Ensure stairs have closed risers. (Cost based on filling in 16 metal risers.)	1	2624	\$2624
Service Counter												
17	Circulation Desk	1		Service Counter	N/A				Keep accessible service counter clear of stored and displayed items.	1	Labor	\$0
Benches												
18	Front of Library Near Union Street	Ext.		Benches	N/A		No accessible route to 20% of benches 20% of benches have clear space < 36" x 48"	- -	Provide an accessible route to bench in this area. Ensure bench has a stable, firm and slip resistant clear floor space of 36" wide min. by 48" deep min. adjacent to the bench at one end. (Cost based on a 48" wide 15' long stone dust walkway to table area.)	1	480	\$480
Toilet & Bathing Rooms												
Overall Access												
19	Single-User Toilet Room	1		Overall Access	Toilet Room		Turning space not provided	-	Add an accessible single-user toilet room.	1	24604	\$24604
Best Practice												

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Ceiling Height												
20	Friends of Library Volunteer Area	B		Ceiling Height	N/A				Recommend providing a sign at the entrance to the Friends of the Library area that reads, 'Low Ceiling' as the ceiling is just 72" high.	1	-	\$0
Entrance Door												
21	Door at Ramp to Children's Area	Ext.		Entrance Door	N/A				Recommend providing an automatic door opener. (The opening force for the door is at the heavy end of the allowable range, but multiple library users have said the door is too heavy for them to open when carrying books and in similar situations.)	1	-	\$0
On-Street Parking												
22	Church Street Parking	Ext.		On-Street Parking	N/A				Recommend designating the street parking space closest to the route to the ramp by the children's area entrance as accessible by installing a sign with the International Symbol of Accessibility (ISA) with the base of the sign 60" min. and the top of the sign 96" max. above the ground.	1	-	\$0