



COMMERCIAL ALTERATIONS & ADDITIONS ACCESSIBILITY WORKSHEET

The provisions of Section 11B-202.4, exception 8, apply to existing buildings or facilities used as public buildings, public accommodations, commercial buildings or public housing. When these buildings or facilities undergo alterations, structural repairs, or additions, an accessible path of travel must be provided to the specific area of construction.

When the adjusted construction cost¹ of **alterations, structural repairs, or additions to existing buildings and facilities** within three years of the original alteration does not exceed the valuation threshold referenced by the Division of the State Architect:

<https://www.dgs.ca.gov/DSA/News/Page-Content/Division-of-the-State-Architect-News-List-Folder/Valuation-Threshold-Update-2023#:~:text=The%202023%20valuation%20threshold%20is,Section%2011B%2D202.4%20exception%208.>

In choosing which accessible elements to provide, priority should be given to those elements that will provide the greatest access in the following order:

1. An accessible entrance;
2. An accessible route to the area of alteration, structural repair, or addition (see definition of accessible route Section 202 & 11B-206.2.1 for more information on accessible routes and site arrival points).
3. At least one accessible restroom for each sex serving the area of alteration, structural repair or addition.
4. Accessible telephones, if provided, serving the area of alteration, structural repair, or addition.
5. Accessible drinking fountains, if provided, serving the area of alteration, structural repair, or addition; and
6. When possible, additional accessible elements such as parking, storage, and alarms.

The second page of this Information Bulletin provides an example showing a Summary of Accessibility Upgrades.

¹ Adjusted cost of construction does not include the cost of alterations to path of travel elements required to be upgraded outside the area of alteration, structural repair, or addition.

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|--|---|
| Project Address: 123 Hope Street | Application No. |
| Project Description/Location: Office tenant improvement (2,040 SF) at 5 th floor Suite No. 502 Type: <input checked="" type="checkbox"/> Alteration <input type="checkbox"/> Structural Repair <input type="checkbox"/> Addition | Permit Valuation: \$120,000 *Adjusted Cost of Proposed Construction: \$100,000 |

PATH OF TRAVEL REQUIREMENTS FOR AREA OF ALTERATION, STRUCTURAL REPAIR, OR ADDITION

| Accessible Features | Does existing feature meet accessibility standards of Chapter 11B of the current CBC? | Will this feature be replaced or altered to meet Chapter 11B of the current CBC? | If so, how much will be spent to make this feature accessible? |
|--|---|--|--|
| 1. Accessible entrance | Yes | | \$ |
| 2. Accessible route to the altered area | Yes | | \$ |
| 3. Accessible restroom for each sex or a unisex restroom | No | Yes | \$12,000 |
| 4. Accessible telephones | N/A | | \$ |
| 5. Accessible drinking fountains | No | Yes | \$6,000 |
| 6. Other (Any of the below) | | | |
| A. Accessible parking spaces | No | No | |
| B. Signs | No | Yes | \$2,000 |
| C. Alarms | N/A | | \$ |
| D. Other: | N/A | | \$ |
| Cost of All Features Provided (A) | Summary of costs of Accessible Features Nos. 1-6 provided above. | | \$20,000 |
| Adjusted Cost of Proposed Construction (B) | Construction cost for all proposed work on this permit application <u>except</u> Accessible Features Nos. 1-6 provided above. | | \$100,000 |
| Percentage Upgrades Provided (A / B) | Cost of all Features Provided / Total Cost on Same Path of Travel. | | 20% |

Description of Access Features Provided:

New unisex restroom will be created immediately adjacent to existing men and women's restroom in corridor. Drinking fountain at ground floor lobby will be replaced with new hi-lo-accessible unit. Existing signage for 10 accessible parking spaces will be replaced and updated to current requirements. Parking stall access aisle slopes are greater than 2% to existing curbs and cost of creating compliant slopes and curb ramps exceeds the required 20% spending.

EXAMPLE

Applicant Certification

I certify that the above information is true and correct to the best of my knowledge and belief.

| | | | | | |
|--------------|---|------------------|--------------------------|----------------|---------------------------|
| Signature: | <i>John Smith</i> | Date: | 01 / 01 / 2019 | Company: | John Smith and Associates |
| Name:(print) | John Smith | Address: | 123 Broadway | | |
| Title: | Architect of Record | City, State Zip: | East Palo Alto, CA 94303 | | |
| Agent for: | <input checked="" type="checkbox"/> Owner <input checked="" type="checkbox"/> Architect <input type="checkbox"/> Engineer <input type="checkbox"/> Contractor | | Phone No.: | (650) 555-1212 | |

For Building Official Use Only

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|--------------|--------|-------|-----|
| Approved by: | Title: | Date: | / / |
|--------------|--------|-------|-----|

*If an area has been altered without providing an accessible path of travel to that area, and subsequent alterations of that area or a different area on the same path of travel are undertaken within three years of the original alteration, the total cost of alterations to the areas on that path of travel during the preceding three-year period shall be considered in determining whether the cost of making that path of travel accessible is disproportionate.

| | |
|--|--|
| Project Address: _____ | Application No. _____ |
| Project Description/Location: _____ | Permit Valuation: _____ |
| Type: <input type="checkbox"/> Alteration <input type="checkbox"/> Structural Repair <input type="checkbox"/> Addition | *Adjusted Cost of Proposed Construction: _____ |

PATH OF TRAVEL REQUIREMENTS FOR AREA OF ALTERATION, STRUCTURAL REPAIR, OR ADDITION

| Accessible Features | Does existing feature meet accessibility standards of Chapter 11B of the current CBC? | Will this feature be replaced or altered to meet Chapter 11B of the current CBC? | If so, how much will be spent to make this feature accessible? |
|--|---|--|--|
| 1. Accessible entrance | | | |
| 2. Accessible route to the altered area | | | |
| 3. Accessible restroom for each sex or a unisex restroom | | | |
| 4. Accessible telephones | | | |
| 5. Accessible drinking fountains | | | |
| 6. Other (Any of the below) | | | |
| A. Accessible parking spaces | | | |
| B. Signs | | | |
| C. Alarms | | | |
| D. Other: | | | |
| Cost of All Features Provided (A) | Summary of costs of Accessible Features Nos. 1-6 provided above. | | |
| Adjusted Cost of Proposed Construction (B) | Construction cost for all proposed work on this permit application except Accessible Features Nos. 1-6 provided above. | | |
| Percentage Upgrades Provided (A / B) | Cost of all Features Provided / Total Cost on Same Path of Travel. | | |

Description of Access Features Provided:

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Applicant Certification

I certify that the above information is true and correct to the best of my knowledge and belief.

| | | | | |
|---------------|---|-----------------|------------------|--|
| Signature: | | Date: / / | Company: | |
| Name: (print) | | | Address: | |
| Title: | | | City, State Zip: | |
| Agent for: | <input type="checkbox"/> Owner <input type="checkbox"/> Architect <input type="checkbox"/> Engineer <input type="checkbox"/> Contractor | | Phone No.: | |

For Building Official Use Only

| | | |
|--------------|--------|-----------------|
| Approved by: | Title: | Date: / / |
|--------------|--------|-----------------|

*If an area has been altered without providing an accessible path of travel to that area, and subsequent alterations of that area or a different area on the same path of travel are undertaken within three years of the original alteration, the total cost of alterations to the areas on that path of travel during the preceding three-year period shall be considered in determining whether the cost of making that path of travel accessible is disproportionate.