

**UNITED STATES OF AMERICA  
DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT  
OFFICE OF FAIR HOUSING AND EQUAL OPPORTUNITY**

**VOLUNTARY COMPLIANCE AGREEMENT**

**BETWEEN**

**THE U. S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**

**AND**

**THE HOUSING AUTHORITY OF PRINCE GEORGE'S COUNTY, MARYLAND**

**03-18-R001-4/D**

**HOUSING AUTHORITY OF PRINCE GEORGE’S COUNTY  
VOLUNTARY  
COMPLIANCE AGREEMENT**

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## I. INTRODUCTION

The Housing Authority of Prince George's County (HAPGC) operates a housing program consisting of, among others, public housing, project-based vouchers (PBV), moderate rehabilitation (Mod Rehab), and tenant-based housing choice vouchers (TBV). HAPGC receives, and has received for many years, various sources of Federal financial assistance to operate its programs and activities, and to maintain and make capital improvements to its Developments. The U.S. Department of Housing and Urban Development (HUD) funds HAPGC's programs and Developments, which include the provision of operating subsidies and capital funding. HAPGC and HUD are also parties to an Annual Contributions Contract (ACC) under which HUD provides HAPGC assistance for its Public Housing and the Housing Choice Voucher program, which includes TBV and PBV, see 24 C.F.R. § 983.5.

HAPGC is subject to Federal civil rights laws and regulations, including but not limited to: Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. § 794, and implementing regulations at 24 C.F.R. Part 8 (Section 504); Title II of the Americans with Disabilities Act, 42 U.S.C. §§ 12131-12134, and implementing regulations at 28 C.F.R. Part 35 (ADA); and the Fair Housing Act of 1968, 42 U.S.C. §§ 3601-3620, and implementing regulations at 24 C.F.R. Parts 100, 103, 108, 110, and 121 (Fair Housing Act). Compliance with Section 504, the ADA and the Fair Housing Act is a condition of HAPGC's receipt of Federal financial assistance from HUD, see 24 C.F.R. § 5.105(a); 24 C.F.R. § 8.50; and of the public housing, TBV, PBV, and Mod Rehab programs, see 24 C.F.R. §§ 960.103, 982.53, 983.102, and 882.407. See also the relevant contractual provisions of HAPGC's Annual Contributions Contract (ACC) with HUD.

On November 13, 2017, HUD initiated a review of certain aspects of HAPGC's compliance with Section 504 and the ADA in connection with the development and operation of housing. On December 11 - 15, 2017; January 29 - February 2, 2018; and March 12 - 16, 2018, HUD conducted on-site visits of HAPGC properties. HUD determined that HAPGC was in noncompliance with Section 504 and the ADA with respect to Reasonable Accommodation policies and procedures; transfer requests made by persons with disabilities; and accessibility of designated units and public and common use areas. HUD and HAPGC (the parties) have agreed to enter into a Voluntary Compliance Agreement (VCA) to implement the civil rights requirements and corrective actions set forth in this VCA.

As of June 2019, HAPGC asserts it hired and retained a qualified Independent Licensed Architect (ILA) and it has begun to remediate some of the physical accessibility deficiencies in its public housing portfolio. Upon the signature of all parties of the fully executed VCA, HUD will review the ILA's qualifications and statement of work to determine sufficiency with the terms set forth in this VCA. The approved ILA must attend and complete HUD's Accessibility First Training and other Accessibility Standards training as defined in this VCA and HUD's Section 504 regulation within sixty (60) days from the effective date of this VCA.

## II. DEFINITIONS

1. This VCA incorporates by reference all definitions under Section 504, the ADA, and the Fair Housing Act, as well as 24 C.F.R. Parts 5, 8, and 100, and 28 C.F.R. Part 35, as such definitions exist as of the effective date of this VCA and as they may be amended. The following terms will have the meanings set out herein:
  - a. 504/ADA Transition Plan means the Transition Plan described in 24 C.F.R. § 8.25(c) and 28 C.F.R. § 35.150(d) and refers to the requirement that HAPGC develop a plan to make the structural changes necessary to achieve program accessibility and address the needs described in the Physical Needs Assessment.
  - b. Accessibility Standards means the following:
    - i. For purposes of Section 504 and the ADA: For current and new public housing, PBV, Mod Rehab, and TBV units, consistent with program accessibility requirements of 24 C.F.R. §§ 8.20 and 8.24, the new construction requirements of 24 C.F.R. Part 8, including 24 C.F.R. §§ 8.4(d), 8.22, 8.26, and 8.32; the new construction requirements of the Uniform Federal Accessibility Standards (UFAS) (available on-line at [www.access-board.gov](http://www.access-board.gov)); and the 2010 ADA Standards. See HUD's Deeming Notice, 79 Fed. Reg. 29,671 (May 23, 2014) for an explanation of when recipients can use the 2010 ADA Standards to comply with Section 504.
    - ii. For purposes of the Fair Housing Act, compliance with the standards set forth in 24 C.F.R. § 100.205, including the ten (10) safe harbors listed in § 100.205(e)(1)-(2).
  - c. Accessible, when used with respect to the design, construction, or Alteration of a dwelling unit or a Housing Development, means full compliance with the requirements of the Accessibility Standards for purposes of Section 504 and the ADA. Accessible additionally means that the Development can be approached, entered, and used by individuals with physical disabilities and, when used with respect to an individual dwelling unit, means that the unit is located on an Accessible route and can be approached, entered, and used by individuals with physical disabilities. Reference to accessible in the lower case does not require full compliance with UFAS and the 2010 ADA Standards but refers to compliance with some elements of UFAS or the 2010 ADA Standards as a Reasonable Accommodation.
  - d. Accessible Housing Development means a Housing Development that is Accessible, including Accessible public and common use areas as well as the number of Accessible Units that are required by this VCA to be Accessible.
  - e. Accessible Units refers collectively to Designated Mobility Accessible Units and Designated Sensory Accessible Units.

- f. Alteration means any change in a facility or its permanent fixtures or equipment. It includes, but is not limited to, remodeling, renovation, rehabilitation, reconstruction, changes, or rearrangement in structural parts and extraordinary repairs. 24 C.F.R. § 8.3; 28 C.F.R. § 35.151(b).
- g. Auxiliary Aids and Services means aids, services, or devices that enable persons with vision, hearing, manual, or speech impairments to have an equal opportunity to participate in, or enjoy the benefits of, programs, services, or activities, including housing and other programs, services, and activities subject to the requirements of Section 504 and/or the ADA. Auxiliary Aids and Services include but are not limited to the aids, services, and devices set out in the definition of auxiliary aids in 24 C.F.R. § 8.3 and the definition of Auxiliary Aids and Services in 28 C.F.R. § 35.104. See also 42 U.S.C. § 12103(1).
- h. Certification of Compliance means a certification issued by the ILA, as set out in this VCA including at Paragraph 11.h.iii, using the form in Appendix 4 of this VCA.
- i. Days means calendar Days. If a reporting Day or other deadline falls on a weekend or Federal holiday, the report or other required action will be due on the first business Day after the weekend or holiday.
- j. Designated Accessible Unit means a dwelling unit that complies with all applicable provisions of UFAS and the 2010 ADA Standards. Designated Accessible Units include accessible public housing, PBV, Mod Rehab, and TBV units. Specifically, Accessible TBV units are units which HAPGC lists as Accessible on its website and/or refers tenants with disabilities to, and that HAPGC verifies as complying with the Accessibility Standards.
- i. Designated Sensory Accessible Unit means a dwelling unit that complies with 24 C.F.R. § 8.22 and all applicable provisions of UFAS (including but not limited to §§ 4.4, 4.9, 4.19.4, 4.24.6, 4.26.4, 4.28, 4.30, 4.31.5, 4.31.6, 4.34.4, 4.34.6.5(8), 4.34.6.6, 4.34.6.7), and the 2010 ADA Standards for Accessible Design (including but not limited to § 809.5).
- ii. Designated Mobility Accessible Unit means a dwelling unit that is located on an Accessible Route and complies with the Accessibility Standards, including 24 C.F.R. § 8.22, all applicable provisions of UFAS, and the 2010 ADA Standards, including but not limited to §§ 809.2 through 809.4. A Designated Mobility Accessible Unit can be approached, entered, and used by persons with mobility disabilities, including individuals who use wheelchairs.
- k. Effective Communication means ensuring Effective Communication with individuals with disabilities in all programs and activities, including providing appropriate Auxiliary Aids and Services; and all notices, correspondence and/or communications pursuant to this VCA in alternative formats, upon request or when known to be necessary to ensure effective communication. See Section 504, and applicable

implementing regulations, including 24 C.F.R. Part 8, and the ADA, and applicable implementing regulations including 28 C.F.R. Part 35.

- l. *Fair Housing Policies*: Fair Housing Policies means the Nondiscrimination and Accessibility, Reasonable Accommodation, Effective Communication, Transfer, and Assistance Animal policies discussed in Section IV.C. Further, HAPGC's operational plans, premises, procedures, and regulatory measures must be consistent with all applicable federal civil rights laws, regulations, and guidance governing nondiscrimination in housing or in connection with the development and operation of housing as a recipient of federal funds. See 24 C.F.R. § 5.105(a).
- m. *Housing Development* or *Development* means the whole of one or more facilities as defined in 24 C.F.R. § 8.3 that (1) received or will receive any federal financial assistance from or through HAPGC and/or (2) were, are, or will be designed, constructed, altered, operated, administered, or financed in connection with a program administered by HAPGC. Housing Developments include public housing, PBV, Mod Rehab and other units that HAPGC lists as Accessible on its website and/or refers tenants with disabilities to.
  - i. *Current Housing Development* means the housing developments listed in Appendix 1 and that are in operation as of the effective date.
  - ii. *New Housing Development* means housing developments that are not listed in Appendix 1 but added after the effective date of this VCA and that (1) will receive any federal financial assistance from or through HAPGC and/or (2) will be designed, constructed, redeveloped, substantially altered, operated, administered, or financed in connection with a program administered by HAPGC during the term of the VCA.
- n. *Independent Licensed Architect (ILA)* means one or more architects experienced in accessibility conversions who are retained and paid by HAPGC and approved in advance by HUD as having the requisite specialized knowledge, skills, experience, and expertise to successfully perform all of the ILA's responsibilities and functions set out in this VCA. See, e.g., Paragraph 11.c and Appendix 4.
- o. *Person With A Disability* means a person who has a physical or mental impairment that substantially limits one or more major life activities such as caring for oneself, manual tasks, walking, seeing, hearing, speaking, breathing, or learning; has a record of such impairment; or is regarded as having such an impairment. See 24 C.F.R. § 8.3, as modified by the ADA Amendments Act of 2008, Pub. L. 110-325, § 7(2), 122 Stat. 3558 (September 25, 2008), amending 29 U.S.C. § 705(20).
- p. *Physical Needs Assessment* means the needs assessment described in 24 C.F.R. § 8.25(c) and refers to the requirement that HAPGC assess how to meet the needs of current tenants and applicants on its waiting list for Accessible Units through development, Alterations, or other programs.

- q. Reasonable Accommodation means a change, modification, exception, Alteration, or adaptation in a policy, procedure, practice, program, service, activity, facility or dwelling unit that may be necessary to provide a Person With A Disability an equal opportunity to (1) use and enjoy a dwelling, including public and common use areas of a Development, (2) participate in, or benefit from, a program (housing or non-housing), service or activity; or (3) avoid discrimination against a Person With A Disability. Such an accommodation must be granted unless it would (i) pose an undue financial or administrative burden, or (ii) fundamentally alter the essential nature of the program, service, or activity. For purposes of this VCA, a Reasonable Accommodation includes any physical or structural change to a dwelling unit or a public or common use area that would be considered a reasonable modification for purposes of the Fair Housing Act.
- r. Target Number means the total number of Designated Mobility Accessible and Designated Sensory Accessible Units that HAPGC is required to have, through remediation of Current Developments, and by creating New Developments, by the end of this VCA, as determined by the Notice to Tenants and survey of applicants on the waiting list, as described in Section IV.A. This paragraph does not apply to Kimberly Gardens unless it is re-developed or substantially altered. This Target Number will be no less than five (5) percent Designated Mobility Accessible Units in the Public Housing program and in each Development as listed in Appendix I and no less than two (2) percent Designated Sensory Accessible Units in the Public Housing program and in each Development as listed in Appendix I and no more than fifteen (15) percent Accessible Units in any Development as listed in Appendix I, unless approved by HUD.
- s. Uniform Federal Accessibility Standards or UFAS means a set of scoping requirements and standards for the design and construction of buildings and facilities to ensure that they are readily Accessible to and usable by Persons with Disabilities. See 24 C.F.R. Part 40 for residential structures, and Appendix A to 41 C.F.R. subpart 101-19.6 for general-type buildings (UFAS is also available on-line at [www.access-board.gov](http://www.access-board.gov)). Pursuant to 24 C.F.R. § 8.32(a), effective July 11, 1988, the design, construction, or Alteration of buildings in conformance with §§ 3-8 of UFAS will be deemed by HUD to comply, *inter alia*, with the requirements of 24 C.F.R. § 8.22.
- t. Unit with Accessibility Features means a dwelling unit that has some accessibility features or that complies with the Fair Housing Act accessibility requirements but does not fully comply with UFAS and the 2010 ADA Standards.
- u. Website Accessibility Requirements means the website accessibility requirements of Title II of the Americans with Disabilities Act and version 2.0, level AA of the Web Content Accessibility Guidelines (WCAG) published by the Web Accessibility Initiative (WAI) of the World Wide Web Consortium (W3C), any subsequent versions that are published by W3C during the term of the VCA, or any other

requirements that may be imposed by the ADA which provide for a higher level of accessibility. All content on HAPGC's website must comply with these requirements.

### **III. GENERAL PROVISIONS**

2. Non-Discrimination – HAPGC agrees to comply with all nondiscrimination and equal opportunity requirements applicable to HUD programs, see 24 C.F.R. § 5.105(a).
  - a. HAPGC agrees to comply with all provisions of Section 504 and HUD's implementing regulations at 24 C.F.R. part 8. HUD's Section 504 regulations provide that no person in the United States shall, on the grounds of disability, be excluded from participation in, be denied the benefits of, or otherwise subjected to discrimination under any program or activity that receives federal financial assistance. See 29 U.S.C. 794(a); 24 C.F.R. § 8.4.
  - b. HAPGC agrees to comply with all provisions of the ADA and its implementing regulations at 28 C.F.R. part 35. The ADA implementing regulations provide that no qualified Person With A Disability shall, on the basis of disability, be excluded from participation in or be denied the benefits of the services, programs, or activities of a public entity, or be subjected to discrimination by any public entity. See 42 U.S.C. § 12132; 28 C.F.R. § 35.130.
  - c. HAPGC acknowledges that it is unlawful to intimidate, threaten, coerce, or retaliate against any person because that person has made a complaint, testified, assisted, or participated in any manner in a proceeding under Section 504 or the ADA. See 24 C.F.R. § 8.56(k) and 28 C.F.R. § 35.134.
3. Effective Date – The effective date of this VCA is the date of the last signature in Section IX. This VCA is binding on all of the officers, trustees, directors, agents, employees, and successors or assigns of HAPGC and on HUD in their official capacities only. This VCA will remain in effect for seven (7) years (the term of the VCA) or until HUD has determined that HAPGC has performed all actions required by the VCA, whichever is later.
4. Components and Third-Parties – HAPGC will ensure that all of its components and all employees take all actions necessary for HAPGC to comply with the provisions of this VCA. If HAPGC contracts with, engages, arranges for, or delegates responsibility to, a third party or outside entity to conduct any activities relating to the provisions of this VCA (including, but not limited to, PBV and mod rehab owners), HAPGC will provide a copy of the VCA to all such third parties and outside entities, with instructions that they comply with its terms. HAPGC will remain responsible for any failure of such third parties or entities to comply with the terms of the VCA. The Regional Director or her successor or designee will determine whether HAPGC has satisfactorily complied with the provisions of this VCA.
5. Fair Housing and Civil Rights Obligations Are Not Reduced – This VCA does not limit or reduce HAPGC's obligation to comply with all requirements of the Architectural Barriers Act, UFAS, Section 504, the ADA, the Fair Housing Act, and Title VI of the Civil Rights

Act of 1964 not addressed in this VCA.

6. Disclosure of VCA – Upon execution, this VCA is a public document (except for the contents of Appendix 3). HAPGC will provide a copy of this VCA to any person upon request. HAPGC will provide notification to all current and prospective tenants of this VCA, by posting this VCA, including all policies, on HAPGC’s website in an accessible format; hardcopies of the VCA Summary (see paragraph 16), as well as any policies will be sent to all current tenants, and will be included in any materials or packets provided to prospective tenants within sixty (60) days of the effective date. HAPGC will also provide a copy of this VCA to all employees, management companies, and the Resident Advisory Board.
7. Notice and Consultation – HAPGC will conduct all notice and consultation requirements of this VCA in a manner that ensures Effective Communication with Persons with Disabilities and meaningful access for persons with limited English proficiency (LEP), consistent with HUD’s LEP Guidance, 72 FR 2732 (2007). In addition to the notice and consultation requirements of this VCA, HAPGC will comply with the notice and consultation requirements of HUD’s Public Housing Agency Plan (PHA Plan) regulation at 24 C.F.R. Part 903.
8. Liability and Rights – This VCA does not increase or diminish the ability of any person or class of persons to exercise their rights under civil rights laws enforced by HUD and does not preclude any individual from seeking relief not contained in this VCA. This VCA does not create any private right of action for any person or class of persons not a party to this VCA. This VCA does not affect the ability of HUD or HAPGC to take action under appropriate statutory or regulatory authorities unrelated to issues covered by this VCA. Nothing in this VCA shall constitute or be construed to constitute an admission by HAPGC of liability, or an admission of a violation of or non-compliance with any law, regulation or policy.
9. HUD’s Enforcement Authority – This VCA does not limit HUD’s authority to enforce Section 504, the ADA, the Fair Housing Act, or any other legal authority, except as expressly stated herein. Specifically, this VCA does not limit HUD’s authority to investigate complaints, conduct compliance reviews, or take any enforcement action it deems appropriate.
10. Prior Conflicting Guidance – To the extent that any prior HUD guidance (written or oral) in the form of waivers, administrative decisions, letters, opinions, or similar guidance regarding HAPGC’s specific obligations, responsibilities, or technical requirements under Section 504, the ADA, the Architectural Barriers Act, UFAS, and/or the Fair Housing Act conflicts with this VCA, this VCA is the controlling document from the effective date.

#### **IV. SPECIFIC ACTIONS TO BE TAKEN BY HAPGC**

##### **A. Physical Accessibility**

11. Physical Accessibility in Public Housing, PBV, and Mod Rehab

- a. Overview – As set forth below and during the term of this VCA, HAPGC will ensure that it has sufficient numbers of accessible units to meet the needs of tenants and applicants with disabilities in its programs. At a minimum, five (5) percent of the dwelling units in each program must be Designated Mobility Accessible Units, and two (2) percent must be Designated Sensory Accessible Units in compliance with the Accessibility Standards within five (5) years of the effective date. HAPGC will distribute these units across the Developments to the extent feasible and disperse them within the Developments. Each Development will have a maximum of fifteen (15) percent Designated Accessible Units (eleven (11) percent mobility and four (4) percent sensory), unless HAPGC has received permission from HUD to have a higher percentage at that Development.
- b. Representation of Housing Developments by HAPGC – HAPGC represents to HUD that the housing developments listed in Appendix 1 are a full and complete list of HAPGC’s administrative offices and all of HAPGC’s current public housing, Mod Rehab, PBV, and bond developments. Within ninety (90) days of the effective date, HAPGC will submit to the Independent Licensed Architect (ILA) and HUD a list of TBV units that are Designated Mobility Accessible, Designated Sensory Accessible, or that have accessibility features. HAPGC will promptly advise HUD and supplement the list if it learns at any time that any housing development(s) that should have been on the list was or were excluded.
- c. Waiting List Survey – HAPGC will review applications of applicants on its waiting list to determine whether any individuals on the waiting list requested a Designated Accessible Unit or a Unit with Accessibility Features. If the application did not contain the information necessary for this determination, HAPGC will contact everyone on its waiting list to determine which, if any, applicants need a Designated Mobility Accessible Unit, Designated Sensory Accessible Unit, or a Unit with Accessibility Features and the type of accessibility features they need (*e.g.*, mobility features, hearing features, vision features). Within eighty (80) days of the effective date, HAPGC will submit to HUD and the ILA, by date of application, a log of all applicants on the waiting list, including the date the application was reviewed or the applicant was called. The log provided to the ILA will be redacted of any Personally Identifying Information (PII). For applicants who have requested a Unit with Accessibility Features, the log will include the: (a) initial application date; (b) required bedroom size; (c) whether the applicant requested a Designated Mobility Accessible Unit, Designated Sensory Accessible Unit, or a Unit with Accessibility Features; and (d) any Reasonable Accommodations requested by the applicant.
- d. Target Number – HAPGC will use the results of the Notice to Tenants and the Waiting List Survey to determine a Target Number within ninety (90) days of the effective date. The Target Number is the total number of Designated Mobility Accessible and Designated Sensory Accessible Units that HAPGC is required to have, and the required bedroom sizes, through remediation of Current Developments, and by creating New Developments.

- e. Independent Licensed Architect (ILA) – Within thirty (30) days of the effective date, HAPGC will issue a Request for Proposals (RFP) to recruit a qualified third-party Independent Licensed Architect (ILA). The RFP must include the following qualifications for selection: experienced in accessibility conversions with the requisite specialized knowledge, skills, experience, and expertise to serve as an independent, neutral consultant. The ILA will: (1) conduct the Physical Needs Assessment; (2) provide input to HAPGC’s 504/ADA Transition Plan; and (3) oversee the architectural remediations required by the 504/ADA Transition Plan. The ILA must be independent of any architectural and/or engineering firm/entity with whom HAPGC contracts.
  - i. ILA – Selection – Within seventy-five (75) days of the effective date, HAPGC will select an ILA and submit the ILA’s name, qualifications, and Statement of Work to HUD for approval. HUD will approve or disapprove of HAPGC’s proposed ILA within fifteen (15) days.
  - ii. Initial Meeting – Within ninety (90) days of the effective date, HAPGC will host an initial meeting with the ILA to provide an overview of the VCA and discuss milestones for the Physical Needs Assessment, 504/ADA Transition Plan, and the architectural remediations.
  - iii. Replacement – The parties will meet and confer if the ILA’s performance standards are not being met, and HAPGC will notify HUD within thirty (30) days if the ILA resigns. All hiring and replacement decisions will require HUD’s review and approval.
- f. Physical Needs Assessment (24 C.F.R. § 8.25(c))
  - i. Within ninety (90) days of the effective date, HAPGC will provide the ILA the Target Number (see Paragraph 11.d).
  - ii. Within one hundred eighty (180) days of the effective date, the ILA will survey existing HAPGC units to identify a sufficient number of accessible units or units that are candidates for retrofit to meet the Target Number.
  - iii. The ILA will incorporate the results of HUD’s physical accessibility reports prepared following HUD’s on-site investigation, attached as Appendix 2, into the Physical Needs Assessment. The ILA will provide HAPGC technical assistance as to the costs and feasibility of remediating the deficiencies that HUD found. The ILA will survey any parts of facilities that HUD did not survey for all Developments listed in Appendix 1.
  - iv. The ILA will provide a Physical Needs Assessment identifying all elements of the Developments that do not comply with the Accessibility Standards and all structural modifications required to achieve full compliance. Specifically, the Physical Needs Assessment will identify for HAPGC:

- (a) The specific accessibility modifications required to make each housing development Accessible, including common areas and a sufficient number of units to meet the Target Number;
  - (b) For any Housing Development designed and constructed for first occupancy after March 13, 1991, any noncompliance with the Accessibility Standards for the Fair Housing Act;
  - (c) Whether Accessible Units are dispersed throughout projects and sites, and whether such units are available in a range of sizes and amenities consistent with 24 C.F.R. § 8.26;
  - (d) The estimated costs of all accessibility modifications; and
  - (e) Whether remediations of particular units or common areas would be technically infeasible. For any units for which remediation would be technically infeasible, the ILA will, in consultation with HAPGC, identify and survey sufficient numbers of additional units to meet the Target Number.
- v. Access to Developments – HAPGC will provide, and will require all PBV and Mod Rehab owners or operators (and TBV owners or operators who wish to list their units as accessible) to provide, the ILA with access to all units, accessible routes, and interior and exterior common areas to their respective properties covered by the VCA.
- vi. Draft Physical Needs Assessment – The ILA will provide HAPGC and HUD with the draft Physical Needs Assessment within one hundred eighty (180) days of the effective date. HAPGC will provide any comments to HUD and the ILA within thirty (30) days of receipt. HUD will provide any comments to HAPGC and the ILA within thirty (30) days of its receipt of HAPGC’s comments.
- vii. Final Physical Needs Assessment – HAPGC will submit the final Physical Needs Assessment to HUD and the ILA within two hundred seventy (270) days of the effective date; and will publish the Assessment on its website.
- g. 504/ADA Transition Plan – Within fourteen (14) months of the effective date, HAPGC will complete and publish the 504/ADA Transition Plan on its website.
- i. Contents of the 504/ADA Transition Plan – HAPGC will use the results of the Physical Needs Assessment, along with input from the ILA, tenants, and disability rights organizations, to draft a 504/ADA Transition Plan containing:
    - (a) A scope of work necessary to remedy all required accessibility deficiencies found in the Physical Needs Assessment and to meet the

Target Number of Accessible Units through remediation of Current Developments and New Developments;

- (b) Funding sources for the remediation;
- (c) The timeline for remediating all required accessibility deficiencies and for meeting the Target Number, with all remediation completed within five (5) years of the effective date;
- (d) Accessible two, three, and four-bedroom public housing, PBV, and Mod Rehab units, by retrofitting or combining existing public housing units, PBV, Mod Rehab, or building or acquiring New Developments, in order to provide tenants with disabilities a range of housing opportunities, including units without elderly restrictions;
- (e) A description of the number and unit sizes of accessible TBV units and Units with Accessibility Features required to meet the needs of TBV tenants with disabilities.

ii. Draft 504/ADA Transition Plan – HAPGC will provide HUD and the ILA with the draft 504/ADA Transition Plan within three hundred sixty-five (365) days of the effective date. The ILA will provide any comments to HUD within thirty (30) days of receipt. HUD will provide any comments to HAPGC and the ILA within fifteen (15) days of its receipt of the ILA’s comments which will be incorporated.

iii. Changes to the 504/ADA Transition Plan – After completion of the 504/ADA Transition Plan, the 504/ADA Transition Plan may only be amended by mutual agreement of the Parties, which must be in writing and signed by the Parties. HAPGC may propose changes to the Plan based on evidence of changed circumstances, subject to HUD approval.

h. Architectural Remediation

i. No later than fifteen (15) months after the effective date, HAPGC will begin to submit all construction specifications and related materials for addressing the violations for all Developments to the ILA, which the ILA will review to determine consistency with the Accessibility Standards and the terms of this VCA. HAPGC will submit all construction specifications and related materials for all Developments listed in Appendix 1 within two (2) years of the effective date.

ii. After HAPGC has completed construction or remediation at each Development in accordance with the 504/ADA Transition Plan, the ILA will resurvey the Development to determine if the Development is in compliance with the 504/ADA Transition Plan and the applicable Accessibility Standards, and will provide HAPGC and HUD with the survey report. Any elements within the

Development not in compliance with the 504/ADA Transition Plan and the applicable Accessibility Standards will be made compliant within sixty (60) days of the survey.

iii. When all aspects of the Development are in full compliance with this VCA, the applicable Accessibility Standards, and the 504/ADA Transition Plan, the ILA will issue and sign a Certification of Compliance (see Appendix 4) for the Development, and will provide the Certification and photographs showing measurements of completed items to HAPGC and HUD.

- i. Occupancy – Within seventy-five (75) days after the ILA has signed the Certificate of Compliance for each Development, the Fair Housing Compliance Coordinator will ensure that Designated Accessible Units in the Development are offered to tenants who require the features (see also Paragraph a.d). See 24 C.F.R. § 8.27.
- j. Relocation of Tenants – HAPGC will temporarily relocate or require PBV and Mod Rehab owners to temporarily relocate, tenants occupying Public Housing, PBV, and Mod Rehab units to be retrofitted, at HAPGC's, PBV, or Mod Rehab owner expense. HAPGC will comply with all otherwise applicable Federal relocation assistance laws in carrying out temporary relocation under this VCA, which may include the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (URA), as amended. In evaluating when relocation during retrofit work is appropriate, considerations will include the disability-related concerns of the occupant relating to the effects of the construction (e.g., noise, dust, or temporarily inaccessible paths of travel, Reasonable Accommodations), and other relevant factors. See the Rental Assistance Demonstration (RAD) Civil Rights and Relocation Notice, H 2016-17, Sections 4 and 6 and Appendix II (Nov. 10, 2016), and Exhibit 3-1 in HUD Handbook 1378.
- k. Accessible Housing List – Within one hundred eighty (180) days of the effective date, and monthly for the term of the VCA, HAPGC will list and update all of the Accessible Units in the Housing Developments covered by this VCA and Accessible Units that accept TBV on its website, in an accessible format (see Website Accessibility Requirements in Section II), and will provide the list to tenants with disabilities in the TBV program in accordance with 24 C.F.R. § 8.28. The website will list units by program type (public housing, PBV, Mod Rehab, or TBV), city, bedroom size, Accessibility features, rent and contact information (for available units), any age restrictions, and other unit and Development amenities and features; and will include photographs of the Developments and units.

## 12. Additional Provisions Relating to Project Based Voucher and Mod Rehab Developments

- a. Accessibility and Fair Housing Requirements – During the term of the VCA, HAPGC will monitor the PBV and Mod Rehab owners and require them to comply with the applicable requirements of Section 504, the ADA, the Fair Housing Act, and this VCA in designing, constructing, altering, operating, administering, and financing housing (see also 24 C.F.R. §§ 882.407, 983.102). HAPGC will take steps to remedy

any failure or refusal of PBV and Mod Rehab owners to comply with the applicable accessibility requirements and this VCA, and to compel compliance, including, but not limited to, pursuing debarments. If such actions by HAPGC are ineffective, HAPGC may refer PBV and Mod Rehab owners to HUD for technical assistance or such enforcement actions as HUD deems appropriate.

- b. Percentage of Units – For each development containing PBV units, HAPGC, with assistance of the ILA, will verify that, within five (5) years of the effective date, according to the 504/ADA Transition Plan, each PBV unit meets the Accessibility Standards until such time as five (5) percent of the total number of units in the Development (subsidized and unsubsidized) are Designated Mobility Accessible Units and two (2) percent of all units are Designated Sensory Accessible Units according to the Accessibility Standards. All common areas in PBV Developments will comply with the Accessibility Standards. If compliance is technically infeasible, HAPGC will reach 5%/2% in the PBV program by locating accessible units at other locations, or will propose to HUD an alternative approach, but will not renew HAP contracts at buildings where 5%/2% is infeasible.
- c. Unit Sizes – In choosing where to award future project-base vouchers, HAPGC will ensure units are created in a way that provides a range of options to tenants with disabilities, including by ensuring that PBV units exist in a range of unit sizes. HAPGC will issue RFPs seeking units that provide a range of options, including units in a range of unit sizes.

### 13. Additional Provisions Relating to TBV

- a. Accessibility Standards – HAPGC will ensure that tenants with disabilities in the TBV program have a choice of living in units that comply with the Accessibility Standards. While some tenants with disabilities may wish to live in units that have accessibility features that do not comply with the Accessibility Standards, such units are in addition to, and not instead of, HAPGC’s program access obligations to assist tenants in locating Accessible Units or making modifications to units, at HAPGC’s expense, to comply with Accessibility Standards. See 24 C.F.R. § 8.28(a)(3).
  - i. HAPGC can (and should) recruit owners of units that comply with the Fair Housing Act, and can identify such units to tenants with disabilities, but these units are in addition to, and not instead of, units that meet the Accessibility Standards under UFAS and the 2010 ADA Standards.
- b. Unit Availability Form
  - i. Within sixty (60) days of the effective date, HAPGC will revise the “Unit Availability Form,” which is an HAPGC form that prospective TBV landlords use to provide information about their units to HAPGC, and will provide a revised version to HUD. Within seventy-five (75) days of the effective date, HAPGC will provide the form to all TBV landlords and will require all landlords who wish to be listed as having Designated Accessible Mobility or Sensory

Units or Units with Accessibility Features to return the form to HAPGC within ninety (90) days of the effective date.

ii. The form will ask if units comply with the Accessibility Standards or whether units have accessibility features (including units that comply with the Fair Housing Act Accessibility Standards). The form will include additional questions about accessible elements including: accessible cabinets; sufficient clearance/clear floor space between cabinets and appliances; knee clearance under the kitchen sink; insulated pipes under sinks; light switches and other controls within reach ranges; grab bars at the toilet; grab bars in the shower or bathtub; roll-in shower; 60” turning diameter in bathroom; whether flooring is stable, firm, and slip resistant (instead of “accessible flooring”); low clothing rods in closets; whether all knobs and controls are operable with one hand without tight grasping, pinching, or twisting (e.g., levers rather than knobs); front-loading laundry machines; accessible parking space; bathroom and bedroom on first level; unit all on one floor; doorways in unit and common areas 32” or wider; whether unit and all common areas are on no-step, Accessible routes; whether the trash room and/or chute is Accessible; and any age restrictions.

iii. HAPGC will provide the “Unit Availability Form” to TBV holders seeking Accessible Units, if the TBV holder requests it, so that tenants can determine if the unit meets their needs.

iv. HAPGC will review the accessibility features of the units using a form approved by HUD.

c. Recruiting Landlords – Within sixty (60) days of the effective date, HAPGC will begin to recruit additional TBV landlords that have Accessible Units through advertisements and by partnering with disability rights organizations, associations of landlords, and other outreach methods. Such units may include, but are not limited to, units in buildings that receive federal funding such as HOME and CDBG. HAPGC cannot rely on the fact that a Development receives federal funding to determine compliance, but must also survey and ensure that units comply with the Accessibility Standards (see Paragraph 1.b.).

d. List of Accessible Units – Within one hundred eighty (180) days of the effective date, HAPGC will publish on its website a list of Accessible Units, in a range of bedroom sizes, verified to comply with the Accessibility Standards, and which HAPGC will update each month for the term of this VCA. HAPGC does not guarantee availability of the units listed.

i. HAPGC may publish a separate, but clearly marked, list of Units with Accessibility Features that do not comply with the Accessibility Standards.

ii. HAPGC may include on its list Accessible Units in other counties along with an explanation of how to port a voucher as a Reasonable Accommodation.

iii. Within five (5) years of the effective date, HAPGC must include the number of units on the list as required by the 504/ADA Transition Plan.

- e. Funding for Accessibility Accommodations and Modifications – In accordance with the settlement agreement resolving Ripley et al v. Housing Authority of Prince George’s County et al., HAPGC established an initial account of Seventy-Five Thousand Dollars (\$75,000.00) designated for Modification Funds and agreed to replenish the account as needed to implement the full value of the Modification Fund, which shall be equal to Two Hundred Thousand Dollars (\$200,000.00). HAPGC’s obligation to provide Modification Funds shall expire in accordance with the five (5) years set forth in the aforementioned Ripley settlement agreement. The modification fund created by and detailed in that settlement agreement and described here shall be a term of this VCA as if set forth in full herein. This fund is intended to increase the availability of accessible Units and assist TBV landlords and tenants in obtaining reasonable accommodations in TBV units. HAPGC will inform current and prospective landlords about the fund when recruiting landlords and during landlord briefings.

#### 14. Additional Provisions Relating to Other Publicly Supported Housing

- a. New Developments – If HAPGC acquires or redevelops any New Developments, HAPGC will submit to HUD for review and approval, thirty (30) days prior to acquisition, the Development’s address, number of units, bedroom sizes, a map of proposed placement of units, and the number of Designated Accessible Mobility and Sensory Units and their bedroom sizes. In determining the placement and location of these units, HAPGC will consider whether the units are in areas of opportunities and will consider amenities such as transportation and grocery stores. HAPGC will ensure a minimum of five (5) percent Designated Mobility Accessible Units and two (2) percent Designated Sensory Accessible Units at each Development, a maximum of fifteen (15) percent total Designated Accessible Units (unless HAPGC receives approval from HUD), and Accessible common areas, according to the Accessibility Standards. Within sixty (60) days of acquisition, HAPGC will ensure that the Development is tenanted according to the policy described below.
- b. Bonds – For Allentown Apartments, Bristol Pines, Park View Manor, and Windsor Crossing Family and Senior: within sixty (60) days of the effective date, HAPGC will provide a detailed explanation to HUD of whether these Developments were designed and constructed for first occupancy after March 13, 1991 (and if so, if these Developments comply with the Fair Housing Act Accessibility Standards), what work has or will be completed with the bond money, and whether any TBV, PBV, or other tenants with an HAPGC-subsidy live in each Development. If any work is in progress, or has not yet been done, that work will comply with the requirements of the ADA and the 2010 ADA Standards, see 2010 ADA Standards § 233.2 (and the requirements of Section 504 and UFAS, if the Development is subject to Section 504). Any other Developments for which HAPGC provides funding to the physical Development or to project-based vouchers must comply with the Accessibility Standards and any other applicable accessibility requirements.

15. Future Alterations – Future Alterations (other than those listed in the 504/ADA Transition Plan) of HAPGC’s housing and non-housing facilities, or elements therein, that affect their accessibility and usability by individuals with disabilities, will comply with federal Accessibility Standards.
  - a. Any Alterations during the term of the VCA to common areas and Accessible Units must comply with the Accessibility Standards. If the Alterations are completed after the ILA has issued a Certification of Compliance for the Development, the ILA must resurvey the common areas and/or Accessible Units and issue another Certification of Compliance for that unit or common area.
16. Notice About VCA – Within sixty (60) days of the effective date, HAPGC will distribute a letter or e-mail, with a request to return an Acknowledgment of Receipt of the Notice, describing the terms of this VCA to all PBV, Mod Rehab, and TBV owners. This letter will provide: (1) a summary of the provisions of this VCA; (2) the policy and operational changes that HAPGC, PBV, Mod Rehab, and TBV owners must implement to comply with this VCA; and (3) HAPGC’s and PBV, Mod Rehab, and TBV owners’ responsibilities to comply with the civil rights laws and regulations set forth in this VCA, including, but not limited to, Section 504, the ADA, the Fair Housing Act, and the responsibility under such laws and this VCA to provide Reasonable Accommodation(s) and Auxiliary Aids and Services for tenants and applicants with disabilities. HAPGC will keep a log of the Notices and responses received and will have the log available for inspection by HUD.
17. Notices to Owners of New or Rehabilitated Developments – Throughout the term of this VCA, within thirty (30) days of the occupancy of any new or rehabilitated PBV development or TBV property, HAPGC will provide an appropriate manager of these Developments a copy of the Notice about VCA referenced in Paragraph 16.

**B. VCA Administrator and Fair Housing Compliance Coordinator**

18. VCA Administrator – Within thirty (30) days of the effective date, HAPGC will identify an individual as the VCA Administrator for the term of the VCA and will submit the person’s name and qualifications to HUD. HUD will approve or disapprove of HAPGC’s proposed VCA Administrator within fifteen (15) days. Based on funding availability, HUD will seek technical assistance to support HAPGC’s administration of this VCA. HUD will determine the technical assistance within thirty (30) days of the fully executed VCA. HUD will notify the HAPGC Executive Director to coordinate a meeting to define the scope of work and implementation strategy. The VCA Administrator will coordinate all of HAPGC’s compliance activities under the VCA, including:
  - a. Coordination and implementation of the VCA;
  - b. Review, oversight, and preparation of all reports, records, and plans required by this VCA within the prescribed time frames; and

- c. Providing responses to HUD's requests for information and documents relating to any provision of the VCA.

19. Fair Housing Compliance Coordinator – For the term of the VCA, and consistent with the requirements of 24 C.F.R. § 8.53(a) and 28 C.F.R. § 35.107, HAPGC will maintain appointment of a Fair Housing Compliance Coordinator who possesses knowledge of federal accessibility requirements and this VCA, including HAPGC's obligation to provide Reasonable Accommodations. HAPGC will publish the name, function, and contact information of the Fair Housing Compliance Coordinator on its website and will provide this information to all new tenants, applicants, and employees. The Fair Housing Compliance Coordinator will report directly to the Executive Director of HAPGC, and will have sufficient time, resources, authority, and independence to successfully accomplish her responsibilities under this VCA. If HUD determines that an individual proposed by HAPGC for Fair Housing Compliance Coordinator is unsatisfactory, within five (5) days thereafter, HAPGC will propose an alternate individual to serve in that capacity. HUD will approve or disapprove of HAPGC's proposed Fair Housing Compliance Coordinator within fifteen (15) days. During the term of the VCA, the Fair Housing Compliance Coordinator will:

- a. Maintain the Reasonable Accommodation and Transfer Logs (see Paragraphs 30.a and 30.b) and review all Reasonable Accommodation request denials;
- b. Conduct or oversee field spot checks of Housing Developments to confirm compliance with the Accessibility Standards and the requirements of this VCA (see Section A);
- c. Oversee PBV, Mod Rehab, and TBV owners to ensure that they do not waive, ignore, or otherwise fail to identify and address noncompliance with federal accessibility requirements or any requirements of this VCA (see Section A);
- d. Oversee HAPGC's recruitment of TBV owners with Accessible Units and financing of TBV remediations (see Paragraph 13);
- e. Ensure that the website contains the required information about Accessible Units and the Nondiscrimination and Accessibility, Reasonable Accommodation, Effective Communication, Transfer, and Assistance Animal Policies (see Paragraphs 11.k and 20), consistent with HAPGC's obligations to provide meaningful access for limited English proficient (LEP) individuals;
- f. Ensure HAPGC's adoption of and monitor compliance with written policies and procedures required by this VCA; and recommend, subject to approval by HUD, the adoption or modification of HAPGC's policies and procedures relating to accessibility;
- g. Solicit input from tenants and disability rights organizations on the Physical Needs Assessment and Transition Plan in accordance with 24 C.F.R. § 8.25(c);

- h. Accept, review, and resolve complaints arising under this VCA from tenants in and applicants for tenancy in HAPGC Developments and programs and organizations that advocate for Persons with Disabilities, and HAPGC's responses thereto; and
- i. Provide training or oversee training to employees and the information sessions for tenants (see Section E).

### **C. Policies and Practices Implementing Section 504, ADA, and Fair Housing Act Requirements**

- 20. Fair Housing Policies – Within ninety (90) days of the effective date, HAPGC will develop and publish on its website the following policies: Nondiscrimination and Accessibility, Reasonable Accommodation, Effective Communication, Transfer, and Assistance Animal. HAPGC will revise its ACOP and Administrative Plans to be consistent with the policies. Each policy will contain the identification and contact information for the Fair Housing Compliance Coordinator, including the TDD/TTY or relay number; and HAPGC will provide each policy to applicants, tenants, and any other party upon request. HAPGC will provide translations of all policies and notices in accordance with its obligations to provide meaningful access for limited English proficient (LEP) individuals and HUD's LEP Guidance, 72 FR 2732 (2007).
- 21. Nondiscrimination and Accessibility Policy – The Nondiscrimination and Accessibility Policy will incorporate the accessibility requirements under Section 504, the ADA, and the Fair Housing Act, and will contain, at a minimum, the following provisions:
  - a. Nondiscrimination Notice – HAPGC does not discriminate on the basis of disability in admission or access to, or treatment or employment in, its programs and activities under Section 504, the ADA, the Fair Housing Act, and other applicable civil rights laws. See 24 C.F.R. §§ 5.105(a), 8.4, 8.54.
  - b. Accessibility Standards – Compliance with the Accessibility Standards, including Current and New Developments, and ensuring program accessibility that applies independently of any Reasonable Accommodations or other requirements under the Fair Housing Policies.
  - c. Units with Some Accessibility Features – When HAPGC offers a unit with some accessibility features as opposed to a unit that fully complies with the Accessibility Standards to a tenant or applicant with disabilities, HAPGC will inform the tenant or applicant in writing that the unit is not a Designated Accessible Unit, but, instead contains certain accessibility features. The notice will list what features are accessible and allow the person to decline the unit if it does not meet the person's needs, without losing the person's place for the next available Accessible Unit. If HAPGC offers units with some accessibility features, it will maintain a list of those units that is separate from its list of Designated Accessible Units.

- d. Occupancy of Accessible Units – Accessible Units will be occupied according to the following priorities: (1) current tenants with disabilities in the same program (public housing, PBV, or Mod Rehab) who require the accessibility features, (2) tenants with disabilities in another HAPGC program who require the accessibility features, and (3) eligible qualified applicants with disabilities on HAPGC’s waiting list who require the accessibility features. If there is no eligible current tenant or applicant in need of the Accessible Unit, HAPGC will conduct targeted outreach and marketing to attempt to identify an individual in need of the Accessible Unit. If none of those steps are successful, the unit may be offered to an applicant or tenant who does not require the accessibility features provided that such applicant or tenant signs a Lease Addendum. See 24 C.F.R. § 8.27.
  - e. Lease Addendum – Tenants without a disability who occupy an Accessible Unit or a Unit with Accessibility Features must sign a Lease Addendum stating that they will relocate to a vacant, non-accessible unit of comparable size at the same Development and at HAPGC’s expense, within thirty (30) days of notice by HAPGC or the minimum amount of notice required by state law, if there is an eligible applicant or tenant with a disability who requires the accessibility features of the unit.
22. Reasonable Accommodation Policy – The Reasonable Accommodation Policy will include an explanation of the requirement to provide Reasonable Accommodations as uniquely required under Section 504, the ADA, and the Fair Housing Act, and accompanying regulations, in addition to applicable state and local civil rights laws; a comprehensive process for applicants, tenants, and the public who participate in HAPGC’s programs, services, or activities to request a Reasonable Accommodation; and examples of Reasonable Accommodations. See 24 C.F.R. § 8.33.
- a. Verbal Requests – Applicants, residents, and the public may ask for Reasonable Accommodations orally or in writing. Further, the policy will explain the process for verbal requests for Reasonable Accommodations, and for requests which should be understood by HAPGC staff as Reasonable Accommodation requests, and written requests not on HAPGC’s Reasonable Accommodation request forms, recordkeeping for all such requests, and a written procedure for employees to report verbal Reasonable Accommodation requests to the Fair Housing Compliance Coordinator.
  - b. Information – HAPGC will seek only the minimum information needed to determine if the accommodation sought would serve an individual’s disability-related need, and HAPGC will only require documentation of a disability or a disability-related need if the requester’s disability and/or disability-related need is not apparent. Once a person’s disability and disability-related need are known, HAPGC will not require additional verification, if the person requests additional Reasonable Accommodations that is reasonably related to the same disability.
  - c. Approval and Denial Notifications – The policy will include the standards, procedures, and timing within which approval and denial notifications of Reasonable Accommodation requests will be made. Specifically, any Reasonable Accommodation

that is approved will include in the approval notification a timeframe for the installation of the accommodation or a timeframe, if not immediate, for when HAPGC will make the policy change or modification. Should the initial timeframe not be met due to circumstances outside of HAPGC's control, HAPGC will send a notification with an explanation for the delay and an updated implementation timeframe.

- d. Fundamental Alterations and Undue Financial and Administrative Burdens – Requested disability-related accommodations will be granted unless they fundamentally alter the nature of HAPGC's program or impose undue financial and administrative burdens, considering all resources available to HAPGC. This determination must be made on a case-by-case basis, consistent with 24 C.F.R. § 8.33. See also the DOJ/HUD Joint Statement on Reasonable Accommodations Under the Fair Housing Act (May 17, 2004).
  - e. Interactive Process –HAPGC will engage in an interactive process any time it denies an initial request for a Reasonable Accommodation because the accommodation imposes a fundamental alteration or undue financial and administrative burden. HAPGC will discuss with the requester possible alternative accommodations, which would effectively address the requester's disability-related needs without causing a fundamental alteration to HAPGC's program and without imposing an undue financial and administrative burden. If an alternative accommodation will effectively meet the requester's disability-related needs and is reasonable, HAPGC will grant the accommodation.
  - f. Appeals and Grievances – The policy will include the formal appeal/grievance procedures for the Reasonable Accommodation process, and complaints about HAPGC, PBV, Mod Rehab, and TBV owner actions related to this VCA, and the accessibility of the Website. See 24 C.F.R. § 8.53(b); 28 C.F.R. § 35.107(b). This will include: due process standards; the procedures and timelines for submitting a complaint and obtaining a response, including verbally and in writing; staff responsible for investigating and resolving complaints; an appeal process; and a progressive set of sanctions that HAPGC may use to bring PBV, Mod Rehab, and TBV owners into compliance.
23. Effective Communication Policy – The Effective Communication Policy will contain an explanation of Effective Communication that complies with 24 C.F.R. § 8.6 and 28 C.F.R. §§ 35.160 – 35.164 and sets forth the steps HAPGC will take to ensure that its communication with applicants, tenants, employees, and members of the public with disabilities is as effective as communication with others, including:
- a. HAPGC will furnish appropriate Auxiliary Aids and Services, where necessary, to afford Persons with Disabilities an equal opportunity to participate in, and benefit from, HAPGC's programs, services and activities. Auxiliary Aids and Services include, but are not limited to, qualified sign language and other interpreters, assistive listening devices, Braille materials, large print documents, audio recordings, and accessible web-based and email communications. In determining which Auxiliary Aids and Services to provide, HAPGC will give primary consideration to the requests

of the Person with a Disability unless doing so would result in a fundamental alteration or an undue financial and administrative burden. If HAPGC refuses a requested accommodation because it imposes such an alteration or burden, HAPGC will engage in an interactive process with the requester to discuss alternative Auxiliary Aids and Services. Individuals will not be asked or required to provide and/or pay for their own interpreters or other Auxiliary Aids and Services;

- b. Individuals who are blind, have low vision, or have cognitive disabilities will receive forms, notices, and other information in alternative formats, as requested, including requests to regularly receive in a requested alternative format all print materials distributed, posted, or made available to applicants and tenants; and
- c. HAPGC will list its TDD/TTY and the Maryland Relay telephone number on all its policies and documents that include its telephone number. This includes all contact information, program information, and forms contained on any website used to inform the public about HAPGC's housing program. Within ninety (90) days of the effective date, HAPGC will submit to HUD copies of all documents and publications revised under this provision.
- d. Features for Tenants with Communication-Related Disabilities – Tenants with disabilities, including individuals who are deaf, blind, hard of hearing, or have low vision, can request accessibility features from HAPGC such as appliances in units and common areas with tactile markings and/or audio features; and entry systems to buildings, common areas, and units that do not rely on a tenant's or guest's ability to see or hear, such as visual doorbells and key or key fob entrances rather than touch screens.

24. Transfer Policy – The Transfer Policy will include an explanation of unit transfers as a Reasonable Accommodation as distinguished from unit transfers that do not involve Reasonable Accommodations. Transfers as Reasonable Accommodations will not be denied based on the amount of time tenants have been in their current units, and whether the tenants have had any lease violations or are current on their rent or fees. The Fair Housing Compliance Coordinator will coordinate transfers of tenants with disabilities and placements of applicants with disabilities requiring Accessible Units or Units with Accessibility Features. Tenants who are granted a transfer as a Reasonable Accommodation will be given priority on the transfer list over tenants who request transfers for any reason other than emergencies affecting health or safety (e.g., Violence Against Women Act emergency transfers). HAPGC will:

- a. Assist tenants with locating and transferring to an Accessible Unit or a unit meeting a tenant with disabilities' needs (e.g., ground floor unit) after a Reasonable Accommodation request is approved for such a unit, if the tenant's current unit cannot be modified to meet the tenant's needs;
- b. Pay reasonable moving-related expenses for tenants with disabilities who are granted a transfer as a Reasonable Accommodation; and reasonable moving-related expenses for tenants without disabilities who occupy an Accessible Unit and are required to relocate pursuant to a Lease Addendum; and

- c. Keep a list of all relocations that are carried out under the terms of the Lease Addendum or otherwise for purposes of a Reasonable Accommodation. The Fair Housing Compliance Coordinator will submit this list to HUD as part of the reporting described in Paragraph 44.
25. Assistance Animal Policy – The Assistance Animal Policy will include an explanation of the rights of tenants with disabilities to have Assistance Animals as a Reasonable Accommodation as set out in HUD’s Notice: Assessing a Person’s Request to Have an Animal as a Reasonable Accommodation Under the Fair Housing Act (FHEO-2020-01) available at <https://www.hud.gov/sites/dfiles/PA/documents/HUDAsstAnimalNC1-28-2020.pdf.S>
26. Approval of Changes -- Throughout the term of the VCA, HAPGC will not change its Fair Housing Policies without obtaining advance written approval for any such changes from HUD.
27. Application and Personal Declaration Form – HAPGC will revise the Application and Personal Declaration Form to include the contact information of the Fair Housing Compliance Coordinator and the Non-discrimination Notice (24 C.F.R. § 8.54), and ask if the applicant requests:
  - a. A Reasonable Accommodation during the application process;
  - b. Alternative methods of communication in accordance with the Effective Communication Policy; and
  - c. A Designated Mobility or Sensory Accessible Unit, or accessibility features, and will ask the applicant to specify the features.
28. Waiting List – The Waiting List will specify if the tenant has requested an Accessible Unit or accessibility features. HAPGC will provide the waiting list to HUD with its periodic reports, see Section VI. HAPGC will encrypt the waiting list if it contains Personally Identifying Information (PII).
29. Lease – HAPGC will revise its lease to include a reference to the Fair Housing Policies, and will require TBV, PBV, and Mod Rehab owners to include references to the Fair Housing Policies in their leases.
  - a. Lease Addendum Procedure – Upon HAPGC’s adoption of the revised Fair Housing Policies (see Paragraph 20), HAPGC, PBV, Mod Rehab, and TBV owners will require that: (1) all new tenants in Accessible Units who do not require the Accessible features sign the Lease Addendum (see Paragraph 21.e) contemporaneously with signing a lease; (2) all current tenants in Accessible Units who do not require the Accessible features with an unexpired lease sign the Lease Addendum by the later of: (i) one (1) year from the date of the adoption of the Fair Housing Policies, or (ii) the date when a new lease is signed; (3) tenants with month-to-month tenancy are given the period of notice required by state law of changes in the terms of the tenants’ tenancy consistent with the requirements for the Lease Addendum outlined herein;

and (4) HAPGC or the PBV, Mod Rehab, or TBV owner thereafter will enforce the provisions of the Lease Addendum.

- b. Independent Living Requirements – Within forty-five (45) days of the effective date, HAPGC will revise its lease to remove all references to an independent living requirement and will not add such references to its lease agreements in the future. HAPGC will also remove any references to the “Sponsorship Form” from existing documents and files, including the recertification checklist. HAPGC will not have independent living requirements in any other policies, including as part of any home visits prior to tenancy during the term of the VCA.

30. Logs – Within thirty (30) days of the effective date, HAPGC will create a Reasonable Accommodation Log, Transfer Log, and a Grievance Log.

- a. Reasonable Accommodation Log – The Fair Housing Compliance Coordinator will record all Reasonable Accommodation requests by or on behalf of applicants and tenants in the Reasonable Accommodation Log. The Log will include, at a minimum: (1) name of requestor, current address and unit number; (2) description of the request (including whether the request is for a change to policies, practices, the unit, or a unit transfer); (3) size of unit requested, and whether the request is for an accessibility modification or a transfer to a different unit, if applicable; (4) date of the request; (5) current status of the request; (6) whether the request was approved or denied in whole or in part; (7) if denied, the date and reason for denial; (8) if approved, anticipated implementation date for fulfillment of the request; (9) if granted, the date the accommodation or modification was provided or completed; and (10) pending and final appeals/grievances of denied or delayed Reasonable Accommodation requests, including the date of the appeal/grievance, the date of the final decision, and the final outcome, including implementation information if the request was granted.
- b. Transfer Log – HAPGC will record all accessibility and Reasonable Accommodation transfer requests by or on behalf of tenants in the Transfer Log. The Transfer Log will include, at a minimum: (1) name of requestor, current address and unit number; (2) description of the request; (3) size of unit requested, including whether the request was for an Accessible Unit or a Unit with Accessibility Features; (4) date of the request; (5) current status of the request; (6) whether the request was approved or denied in whole or in part; (7) if denied, the reason for denial; (8) if granted, the date the transfer was provided or completed; (9) pending and final appeals/grievances of denied or delayed transfer requests, including the date of the appeal/grievance, the date of the final decision, and the final outcome, including transfer information if the request was granted; and (10) the name of the tenant transferred out of a unit to accommodate a tenant with a disability, if applicable.
- c. Grievance Log – HAPGC will record all grievances and complaints on the basis of disability by or on behalf of all tenants or applicants, and any complaints relating to this VCA in the Grievance Log. The Grievance Log will include, at a minimum: (1) name of tenant or applicant and current address and unit number; (2) description of

the grievance; (3) current status of the grievance; (4) if denied, the reason for denial; (5) if granted, the date the grievance was addressed; and (6) pending and final appeals of denied or delayed grievances, including the date of the appeal, the date of the final decision, and the final outcome, including implementation information if the grievance was granted.

- d. Submission of Logs – HAPGC will submit the Reasonable Accommodation Log, Transfer Log, and Grievance Log, in an excel or similar electronic format, and copies of documentation relating to all approvals and denials to HUD with its periodic reports, see Section VI. The logs will be encrypted if they contain any Personally Identifying Information (PII).

### 31. Submission, Revision, and Implementation of the Fair Housing Policies and Materials

- a. Submission to HUD – Within forty-five (45) days of the effective date, HAPGC will submit to HUD for approval the following documents, and HUD will provide HAPGC any revisions or comments within fifteen (15) days, which will be incorporated by HAPGC:
  - i. The revised Nondiscrimination and Accessibility, Reasonable Accommodation, Effective Communication, Transfer, and Assistance Animal Policies; and the Application, Personal Declaration Form, and Lease;
  - ii. Reasonable Accommodation Log, Transfer Log, and Grievance Log (logs will be encrypted if they contain any Personally Identifying Information (PII));
  - iii. Reasonable Accommodation Request Forms;
  - iv. Form letters HAPGC will use to document its responses to Reasonable Accommodation requests it receives, including approval letters, denial letters, request for additional information letters, appeal/grievance forms, and implementation letters;
  - v. Copies of marketing materials and letterhead that contain HAPGC’s TDD/TTY and the Maryland Relay telephone number; and
  - vi. Any other forms and logs HAPGC will use to implement the Fair Housing Policies.
- b. Implementation – HAPGC will finalize and implement the above referenced Fair Housing Policies within ninety (90) days of the effective date and will post the Policies in an accessible format on its website with the name of the Fair Housing Compliance Coordinator and a method of submitting Reasonable Accommodation requests, and will make copies of the Policy available to tenants, applicants, and any other party upon request.

- c. Notice of the Policies – Within forty-five (45) days after the implementation of the HUD-approved Fair Housing Policies, HAPGC will notify all tenants in all of its programs about the Policies. HAPGC will notify all tenants of the Policies and the name of the Fair Housing Compliance Coordinator during all tenant briefings and recertifications during the term of the VCA. HAPGC will add the Policies to the list of items in the “Initial Interview Checklist” in the Tenant Briefing Packet. HAPGC will also provide tenants: (1) the Reasonable Accommodation request form; and (2) the Notice to Tenants (see Paragraph 32).

#### **D. Specific Relief for Aggrieved Individuals**

##### **32. Notice to Tenants –**

- a. Within fifteen (15) days of the effective date, HAPGC will submit to HUD for approval a Notice to Tenants containing the following information:
  - i. HAPGC has entered into a VCA relating to disability rights;
  - ii. The name, function, and contact information of the Fair Housing Compliance Coordinator; and
  - iii. Advising tenants to contact the Fair Housing Compliance Coordinator if:
    - (a) On the basis of a disability, the tenant’s unit or building does not meet the tenant’s needs, and the tenant either requests a transfer or a modification to the unit or building;
    - (b) The tenant requests a disability-related change in communication or other policies; or
    - (c) The tenant believes that HAPGC improperly denied a Reasonable Accommodation request from the tenant within the past five (5) years.
- b. HUD will provide comments, if any, on the Notice to Tenants to HAPGC within fifteen (15) days.
- c. Within forty-five (45) days of the effective date, HAPGC will send the Notice to Tenants to all tenants in the public housing, PBV, Mod Rehab, and TBV programs, and will post the Notice in its administrative building and public housing Developments, asking tenants to respond within thirty (30) days.

##### **33. Reasonable Accommodation Requests**

- a. If not completed prior to execution of the VCA, within seventy-five (75) days of the effective date, the Fair Housing Compliance Coordinator will specifically contact (via

telephone, U.S Mail, and/or e-mail) the tenants listed in Appendix 3 to determine whether the tenants require any Reasonable Accommodations.

- b. HAPGC will review all tenant files to identify tenants who require Accessible features or who have made Reasonable Accommodation requests that have not been adequately addressed.
- c. Within one hundred eighty (180) days of the effective date, for all tenants who (1) made a Reasonable Accommodation request in response to the Notice to Tenants, (2) are listed in Appendix 3 who require a Reasonable Accommodation, and (3) HAPGC otherwise identifies as requiring a Reasonable Accommodation, HAPGC will provide to HUD and the Fund Administrator information about the tenant and the Reasonable Accommodation request in the Reasonable Accommodation Log as specified in paragraph 30.a.
- d. For all tenants who are granted Reasonable Accommodations:
  - i. HAPGC will engage in an interactive process to determine what Reasonable Accommodations are still needed, including policy changes, changes to the method of HAPGC's communications, modifications to the unit, or transfers to an Accessible Unit or Unit with Accessibility Features, or based on the need for a different unit size. HAPGC will pay the moving costs of tenants who are determined to need to transfer units, Developments, or programs as the result of a Reasonable Accommodation request.
  - ii. For public housing, PBV, and Mod Rehab tenants: if HAPGC grants a Reasonable Accommodation transfer request, HAPGC will offer a tenant any available units in the tenant's current program (e.g., Public Housing, PBV, or Mod Rehab). If no unit that meets the tenant's needs is immediately available, the tenant will be offered a TBV with the choice of either accepting the voucher or waiting until a Public Housing, PBV, or Mod Rehab unit is available.

34. Compensatory Fund Administrator – HAPGC will retain a Fund Administrator (Administrator) to oversee a compensation fund for tenants with disabilities who were provided inaccessible units and/or whose Reasonable Accommodation requests HAPGC delayed, did not address, or improperly denied. The Fund Administrator must be independent of HAPGC and any firm/entity with whom HAPGC contracts.

- a. Selection – Within ninety (90) days of the effective date, HAPGC will select an Administrator and submit the individual's name, qualifications, and Statement of Work to HUD for approval. HUD will approve or disapprove of the Administrator within fifteen (15) days. The Administrator shall have expert fair housing knowledge and qualifications. The Administrator shall not be an employee of HAPGC.
- b. Replacement – HAPGC will notify HUD if the Administrator resigns or is replaced, and the replacement Administrator will be subject to HUD approval. HAPGC must

obtain a replacement Administrator if HUD determines that the Administrator is not performing in accordance with the terms of the VCA.

### 35. Compensatory Fund

- a. Within thirty (30) days of the effective date of the VCA, HAPGC will deposit the total sum of \$200,000 in an interest-bearing escrow account. Such escrow account will be referred to as the “Compensation Fund.”
- b. HAPGC agrees to provide the sum described above in the form of a certified or cashier’s check to the Compensation Fund, with this fund to be administered by an independent third-party administrator (the Administrator). HAPGC shall provide written verification to HUD of the deposit within forty-five (45) days of approval of the VCA. All costs associated with the administration of the Compensation Fund by the Administrator shall be borne by HAPGC. The total costs of administration, including but not limited to any fees for services provided by the Administrator, will be paid from a separate fund not associated with the compensation fund. The Administrator shall have expert fair housing knowledge and qualifications. The Administrator shall not be a member of the HAPGC team.
- c. The Compensation Fund will be available to pay current and former Public Housing, Mod Rehab, TBV, and PBV participants (referred to herein as Tenants) who participated in the HAPGC program from 2014 - 2019 and who requested a Reasonable Accommodation to obtain Accessible housing but did not obtain Accessible housing including tenants who HAPGC knew or should have known were in need of a Reasonable Accommodation or Accessible Units during this time period. Receipt of payment from the Compensation Fund shall not be considered an asset or as income for purposes of establishing a Tenant’s eligibility and rental obligations in public housing programs.
- d. Within one hundred and thirty-five (135) days of the effective date of the VCA, the Administrator shall research and attempt to locate all head of households of any qualifying tenancy as stated in paragraph (c) above that qualify for payment under the Compensation Fund. To the extent a head of household is no longer surviving, the co-head or next oldest adult family member in household shall be considered the point of contact. HAPGC shall cooperate with the Administrator’s efforts to locate such tenants.
- e. Should the Administrator experience reasonable difficulty or delays in identifying and notifying other Tenants, the FHEO Regional Director may agree to appropriate extensions of deadlines as necessary to fulfill the spirit of this section of the VCA,

however, in no event longer than three (3) months. Any agreement regarding an extension of a deadline shall be reduced to writing and signed by HAPGC and approved by HUD.

- f. Within one hundred sixty-five (165) days of the effective date of this VCA, the Administrator will prepare and issue a Notice Letter sent by regular U.S Mail to all HAPGC head of households (including in the public housing, PBV, Mod Rehab, and TBV programs). To the extent a head of household is no longer surviving, the Notice Letter will be sent to the co-head or next oldest adult family member in the household according to the best available records. The Notice Letter will notify the Tenant and other adult members of the household of the Compensation Fund and the process for contacting the Administrator. The Administrator will use reasonably good faith efforts to notify each Tenant, including identifying the proper address for, and notifying, Tenants that have moved from the property. Each Tenant who meets the requirements in the Notice Letter will receive a share from the Compensation Fund. HUD will provide the Administrator a formula for determining the payment for each approved claim.
  
- g. The Notice Letter will contain the following information:
  - i. The Notice Letter will provide the Administrator's name and a toll-free phone number and email address to contact the Administrator during regular business hours, or messages can be received.
  
  - ii. The Notice Letter will include a clear statement in bold giving the deadline for return of the Compensation Form by the interested Tenant.
  
  - iii. The Notice Letter will include an attached document called the "Compensation Form" containing information to be completed by any interested Tenant. Any Tenant seeking compensation shall complete the information to include: (1) the name and address of the head of household for each interested Tenant; (2) the address of the subject property for which Accessible housing was not available; (3) the dates of tenancy at the Development; (4) an explanation of what Reasonable Accommodation was requested, when it was requested, of whom it was requested, how it was requested, what if any response was received, when if ever the Tenant was denied Accessible housing, for how long that denial continued and any other information the Tenant believes relevant. The Tenant must apply in writing using the Compensation form, unless the tenant requests an alternative method or assistance from the Administrator as a Reasonable Accommodation.

- (a) The Compensation Form shall also clearly state in bold font the deadline for return of the Compensation Form.
- (b) The Compensation Form shall contain a statement that receipt of payment from the Compensation Fund shall not be considered as an asset or as income for purposes of establishing eligibility and rental obligations in any Public Housing, PBV, Mod Rehab, or TBV programs.
- (c) The Compensation Form shall include a release clause approved by the parties, indicating that, upon execution and return to the Administrator of the Compensation Form along with a completed form W-9 the interested Tenant household releases any and all claims. The Release shall specifically state:

“Upon receipt of payment from the Compensation Fund, the Tenant releases all claims known or arising out of, as a consequence of, resulting from, for, upon or by reason of, or relating in any way, to violations of disability anti-discrimination laws under State and Federal law, including but not limited to any failure to provide a reasonable accommodation, failure to provide accessible housing, program violations, or any other alleged wrongful discriminatory act by HAPGC, including but not limited to its agents, employees or Commissioners from the period in question (2014-2019).”

- (d) The Release shall be signed by all adult members of the Tenant household. Failure of any adult members of the Tenant household to sign or authorize the Head of Household to sign on interested Tenant’s behalf will preclude issuance of any payment.

iv. The Notice Letter and Compensation Form, inclusive of all release language, shall be submitted to HUD for review and approval prior to distribution to the Tenants.

- h. The Administrator will schedule a non-mandatory informational meeting at HAPGC with the Tenants approximately thirty (30) days after the Notice Letters are sent to the Tenants. The purpose of the meeting is to answer questions and assist with and collect the Compensation Forms. Members of the HAPGC management team shall not attend the meeting.
- i. Administrator Responsibilities for Compensation Form – The Administrator shall assist with distributing the Notice Letter and the Compensation Form, collecting and maintaining the completed Compensation Forms, maintaining records (e.g., Notice Letters, documentation of conversations with any Tenant(s), and any other relevant

additional information provided by the Tenant), and address questions that arise in connection with the administration of the Compensation Fund.

- j. HAPGC will, upon request, promptly provide the Administrator with any information reasonably necessary to evaluate the claims of any Tenants, this may include, but is not limited to: 1) verification of the names and dates of participation in any HAPGC program and 2) such other and further information as is reasonably required to resolve any claims. Such information will allow the Administrator to weigh the claims of any interested Tenants properly against HAPGC records.
  
- j. The Compensation Forms shall have a deadline for the return of six (6) months from the date of mailing of the Notice Letter, but no later than twelve (12) months from the date that HAPGC funds the Compensation Fund, whichever date is sooner. The due date will be clearly marked on the Notice Letter and Compensation Form.
  
- k. If a Tenant provides an incomplete response to the Compensation Form or if the Administrator has any follow up questions regarding the information provided in the Compensation Form, the Tenant shall be notified and has ninety (90) days from mailing of the notice to provide documentation to the Administrator to support Tenant's claim. The Administrator shall consider the additional documentation. The Notice Letter sent shall include a postage prepaid, pre-addressed envelope in which the Compensation Form may be mailed to the Administrator.
  
- l. Within ninety (90) days after the deadline for submission of the Compensation Forms and any timely submitted supplemental information, the Administrator will provide HUD a copy of all completed Compensation Forms and any additional documentation submitted by the tenants and a list of all Tenants who did not respond to the Notice Letter or who could not be located. The Administrator will provide HUD a complete list of the Tenants who have properly executed and submitted the Compensation Form and W-9 who will receive compensation from the Fund, with their share of the Compensation Fund calculated in accordance with the formula provided by HUD. If the Fund Administrator recommends monetary relief, the Fund Administrator will include an explanation of why that amount is appropriate.
  
- m. Within ten (10) days after review and written approval of the proposed list of tenants by HUD, the Administrator will send payment to all tenants who have executed and timely returned the Compensation Form and W-9 to the Administrator. The Administrator shall make such payment by certified or cashier's check via certified mail to the appropriate address. Should HUD and the Administrator disagree on a claim, to resolve the dispute HUD will provide documentation and the basis for its position to the Administrator prior to issuing a payment.

- n. In the event that less than the total amount of the Compensation Fund, including accrued interest, is distributed, HAPGC will utilize the excess funds to comply with other provisions of the VCA that have associated costs and may withdraw funds from the Compensation Fund for this purpose after the distribution of funds to the appropriate Tenants is depleted.
- o. Under no circumstance will any payments be provided to any interested and prevailing Tenant from the Compensation Fund until the Tenant and all appropriate adult members of the household have signed the aforementioned release contained in the Compensation Form.
- p. HUD retains the final authority to determine the amount of compensation provided to each victim from the Compensation Fund, if any. HAPGC must award compensation from the Compensation Fund to any victims that HUD determines is appropriate; however, the amount of compensation for each victim is limited to the funding that is available under the Compensation Fund. HUD may interview tenants to determine whether the proposed compensation is correct.

36. Occupancy Survey – HAPGC will survey the tenants who reside in public housing, PBV, and Mod Rehab units identified in the Physical Needs Assessment as either Designated Accessible Units, or units that will be retrofitted to become Designated Accessible Units, to determine whether the current tenants need the Accessible features of those units. HAPGC will provide the results of this survey to HUD within one (1) year of the effective date. The Occupancy Survey will include the following information:

- a. A list of each Designated Accessible Unit (or units that will be retrofitted) by Development name and address, unit number, bedroom size, and accessibility type (Designated Mobility, Designated Sensory, mobility features, or sensory features) that is occupied by a tenant who does not require the Accessible features of the unit or that is vacant; and
- b. For each tenant who does not require the features of an Accessible Unit, whether the tenant executed (or within the timeframes established by this VCA, under Paragraph 29.a above, is scheduled to execute) a Lease Addendum requiring relocation upon notice by HAPGC that there is an applicant or tenant who requires the features in the unit and, if applicable, a description of the reasons for the tenant’s continued occupancy.
- c. The Occupancy Survey will be encrypted if it contains Personally Identifying Information (PII).

## **E. Education and Training**

37. Training Plan – All HAPGC staff will complete a minimum of six (6) hours of fair housing training within one (1) year of the effective date, and annually thereafter during the term of the VCA. Training must include: (1) the specifics of HAPGC’s Fair Housing Policies; (2) HAPGC’s obligations under Section 504, the ADA, the Fair Housing Act, and other civil rights requirements including but not limited to the obligations to ensure Effective Communication with individuals with disabilities, Accessibility Standards, program accessibility, community integration, the interactive process, and general nondiscrimination requirements; and (3) disability sensitivity training and training about Reasonable Accommodations relating to mental health, intellectual, and developmental disabilities.
- a. Within seventy-five (75) days of the effective date, HAPGC will, after consultation with disability rights organizations, submit to HUD for review a proposed Training Plan, including: (a) a written curriculum and objectives of the training; (b) proposed schedules for the training; and (c) the name and resume of each proposed trainer. The trainers will include but not be limited to the Fair Housing Compliance Coordinator who will address the procedural and operational changes necessary to comply with this VCA. HUD will provide its approval, with or without comments and modifications, of the proposed Training Plan within thirty (30) days after receipt.
  - b. HAPGC will offer this training to PBV and Mod Rehab employees who have contact with HAPGC tenants and applicants.
  - c. The person who conducts each training session will provide a written certification stating the date on which the training was provided and the name and position of each HAPGC employee and contractor who attended and completed such training. HAPGC shall submit the training certification to HUD within five (5) days of the training.
38. Implementation of Training Plan – Within one hundred eighty (180) days of the effective date, HAPGC will provide the approved training program, consistent with any comments or modifications by HUD, to all HAPGC employees, including maintenance contractors who have contact with tenants. HAPGC will invite disability rights organizations to the trainings.
39. Training for New Employees – HAPGC will provide the training to each new employee and any contractor(s) who may have responsibilities related to the VCA within sixty (60) days of employment or within one hundred eighty (180) days of the effective date, whichever is later. This may be accomplished by providing a copy of a recording (videotape, YouTube, etc.) of previous training or some other comparable method.
40. Information Sessions for Tenants – HAPGC will hold small-group information sessions for tenants in which it will explain the provisions of the VCA; the specifics of HAPGC’s Fair Housing Policies approved by HUD; and HAPGC’s obligations under Section 504, the ADA, the Fair Housing Act, and other civil rights requirements including but not limited to the obligations to ensure Effective Communication with individuals with disabilities; Accessibility Standards; program accessibility; community integration; the interactive process; and Reasonable Accommodations relating to mental health, intellectual, and

developmental disabilities. HAPGC will publicize the Information Sessions by posting announcements on its website and in all HAPGC properties, and by mailing or e-mailing notices to all tenants. HAPGC will hold at least one (1) information session per year during the term of the VCA at different Developments.

## **V. RECORDKEEPING REQUIREMENTS**

41. Record Keeping – During the term of this VCA, HAPGC will maintain all records relating to its Public Housing and to TBV, PBV, and Mod Rehab owners' compliance with Section 504, the ADA, and the terms of this VCA and will require TBV, PBV, and Mod Rehab owners to maintain all records relating to compliance with this VCA. Such records include HAPGC tenant files, applications for tenancy, disability status, rental agreements or leases, notices and letters to tenants and applicants, requests for Reasonable Accommodations; and records relating to physical accessibility of public housing, PBV, Mod Rehab, and TBV, including all renovations at public housing, PBV, and Mod Rehab Developments, and all renovations relating to accessibility at TBV properties, including the TBV modification fund. At the conclusion of the term of the VCA, HAPGC will retain records for an additional three (3) years after the record was created.
42. Inspection – Upon request, HAPGC will make these records available for inspection by HUD.

## **VI. REPORTING AND COMPLIANCE REQUIREMENTS**

43. Submission of Materials – All reporting material must be submitted via email to: Melody Taylor, Regional Director, Philadelphia Regional Office of Fair Housing and Equal Opportunity, U.S. Department of Housing and Urban Development, The Wanamaker Building, 100 Penn Square East, Philadelphia, PA 19107-3308; Melody.C.Taylor@hud.gov;
44. Reporting – For the first two (2) years after the effective date, HAPGC will provide reports to HUD on each provision of this VCA every six (6) months, as set forth in Paragraph 43, on the last business day of the corresponding month. After the first two (2) years, HAPGC will submit these reports yearly, unless HUD provides written notice to HAPGC that reports every six (6) months are required. Each report will provide quantitative and qualitative information on the actions HAPGC has taken to implement this VCA, including but not limited to surveys of Housing Developments, the production of Accessible Units and Accessible Housing Developments, the Certifications of Compliance, the implementation of the 504/ADA Transition Plan, HAPGC's assistance to TBV owners in financing remediations, the revised Fair Housing Policies and related documents, the Website, surveys, employee training, the initial meeting with the ILA, and tenant information sessions. The reports will also include: a detailed description of the compliance efforts made since the last report with respect to each of the substantive terms of this VCA, reports from the ILA, a list of grievances or complaints that were received by HAPGC through the Grievance System (including copies of any written grievances or complaints) since the last report and actions taken in response, and detailed information on any noncompliance with this VCA, including

steps HAPGC plans to take to resolve noncompliance pursuant to Paragraph 12.a. All documents, plans, or logs referenced in the report will be provided as attachments to the report. Any logs will be encrypted if they contain any Personally Identifying Information (PII).

## **VII. IMPLEMENTATION, MONITORING, AND ENFORCEMENT**

45. Monitoring – HUD will monitor HAPGC’s implementation of this VCA. At its discretion, HUD may convene meetings with HAPGC’s Executive Director, Fair Housing Compliance Coordinator, or other appropriate personnel, with notice to the Executive Director, to discuss progress in implementing the VCA, propose modifications, or conduct other business with respect to this VCA.
46. Enforcement – If HAPGC fails to comply in a timely fashion with any requirement of this VCA without obtaining advance written agreement from HUD, HUD may enforce the terms of this VCA by any of the methods set forth in Section VIII.
47. Failure to Enforce – Failure by HUD to enforce this entire VCA or any provision in the VCA with regard to any deadline or any other provision herein will not be construed as a waiver of its right to do so with regard to other deadlines and provisions of this VCA. Furthermore, failure by HUD to enforce this entire VCA or any provision thereof will not be construed as a waiver of any obligation of HAPGC under this VCA or under any statute or regulation.
48. Provision of Funding – HAPGC will provide sufficient funding to perform its obligations under this VCA in accordance with the timeframes set out herein. Insufficient funds will not excuse HAPGC from any of the requirements of this VCA.
49. Modifications to VCA – This VCA may only be modified by a written agreement signed by both Parties. HAPGC may seek modification of the VCA based on a material change in circumstances, which will not include the failure of HAPGC to reserve adequate funds to perform its obligations under this VCA.
50. Changes in Laws – If applicable laws, regulations, or guidance are changed or clarified in a manner that would affect the provisions of this VCA, then the parties will confer in good faith to determine appropriate modifications to this VCA.
51. Entire Agreement – This VCA (including its Appendices) is the entire agreement between the Parties on the matters raised herein. No other statement, promise, or agreement, either oral or written, made by either Party will be enforceable. Execution of this VCA may be accomplished by separate execution of signatures to this VCA. The original executed signature pages to be attached to the VCA constitute one document.

## **VIII. EFFECT OF NON-COMPLIANCE WITH THIS VCA**

52. Breach of VCA – If HUD determines that HAPGC has not complied with this VCA, HUD will provide HAPGC’s Executive Director written notice. HAPGC will have twenty (20) calendar days to cure the breach and/or respond to the alleged violation with a proposed cure.
53. Disputes – The Parties intend to resolve any dispute with respect to noncompliance with this VCA in a timely and efficient manner. If HAPGC does not cure or adequately respond in a timely manner to any alleged violation of the VCA following a notice of violation from HUD, HUD will pursue appropriate enforcement mechanisms by any contractual, statutory, or regulatory remedies available to HUD. See 24 C.F.R. § 8.57. These actions may, but do not necessarily, include:
- a. Issuing a Letter of Findings;
  - b. Suspension, termination of, or refusal to grant or continue, Federal financial assistance;
  - c. Referral to the U.S. Department of Justice for appropriate action; and
  - d. The initiation of debarment proceedings;
54. These actions are not mutually exclusive, and HUD may pursue any or all of these remedies or any other remedies permitted by law.

**IX. SIGNATURES**

**For the Housing Authority of Prince George's County:**

s/Estella Alexander  
Estella Alexander  
Executive Director

5/6/20  
Date

**For the U.S. Department of Housing and Urban Development:**

s/Melody Taylor  
Melody C. Taylor  
Mid-Atlantic Regional Director, Office of Fair Housing and Equal Opportunity

5/15/20  
Date

**Appendix 1: List of Current Housing Developments with Units HAPGC Designates  
as Accessible**

1. HAPGC's Central Office: 9200 Basil Court, Suite 500, Largo, MD 20774
2. Public Housing Developments
  - a. Owens Road: 1100 Owens Road, Oxon Hill. 123 total units.
    - i. 101: 1 bedroom, mobility
    - ii. 102: 1 bedroom, mobility
    - iii. 115: efficiency, sensory
    - iv. 201: 1 bedroom, mobility
    - v. 202: 1 bedroom, sensory
    - vi. 301: 1 bedroom, mobility
    - vii. 302: 1 bedroom, mobility
    - viii. 401: 1 bedroom, mobility
    - ix. 402: 1 bedroom, mobility
    - x. 501: 1 bedroom, mobility
    - xi. 502: 1 bedroom, mobility
    - xii. 504: efficiency, sensory
    - xiii. 507: 1 bedroom, sensory
    - xiv. 601: 1 bedroom, mobility
    - xv. 602: 1 bedroom, mobility
    - xvi. 701: 1 bedroom, mobility
    - xvii. 702: 1 bedroom, mobility
  - b. Cottage City Towers: 4142 Bunker Hill Road, Cottage City. 100 total units
    - i. 102: 1 bedroom, mobility
    - ii. 105: efficiency, sensory
    - iii. 107: 1 bedroom, sensory
    - iv. 108: efficiency, sensory
    - v. 110: 2 bedroom, sensory
    - vi. 204: 1 bedroom, sensory
    - vii. 215: 1 bedroom, mobility
    - viii. 316: 1 bedroom, mobility
    - ix. 412: efficiency, sensory
    - x. 416: 1 bedroom, mobility
  - c. Rollingcrest Village: 5659 Sargent Road, Hyattsville. 40 total units.
    - i. 1398: 1 bedroom, mobility
    - ii. 5641: 1 bedroom, mobility
    - iii. 5643: 1 bedroom, mobility
  - d. Marlborough Towne: 1849 Tanow Place, District Heights. 63 total units.
    - i. 1847: 1 bedroom, mobility
    - ii. 1909: 1 bedroom, sensory
    - iii. 1921: 1 bedroom, mobility
    - iv. 1923: 1 bedroom, mobility
    - v. 1925: 1 bedroom, mobility
  - e. Kimberly Gardens: 9214 Cherry Lane, Laurel. 50 total units.
    - i. No accessible units

3. PBV

- a. Central Gardens II: 6802 Central Avenue, Capitol Heights.
  - i. Total Number of Units: 172
  - ii. Total Number of PBV: 103
  - iii. Number of Accessible Units: 4
    - (a) 6802 Central Ave #204: 1 bedroom
    - (b) 6810 Central Ave #101: 1 bedroom
    - (c) 6806 Central Ave #102: 2 bedroom
    - (d) 6812 Central Ave #102: 1 bedroom
- b. Park Tanglewood: 5309 Riverdale Road, Riverdale.
  - i. rehabilitated in 2018, \$19,355,000 in tax exempt revenue bonds
  - ii. Total Number of Units: 180
  - iii. Total Number of PBV: 8
  - iv. Number of Accessible Units: 8
    - (a) 204: 1 bedroom
    - (b) 205: 1 bedroom
    - (c) 224: 1 bedroom
- c. Newton Green: 5300 Newton Street, Bladensburg. Constructed in 2008
  - i. Total Number of Units: 78
  - ii. Total Number of PBV: 2
  - iii. Number of Accessible Units: 2
    - (a) 410: 1 bedroom
    - (b) 216: 2 bedroom
- d. Brinkley: Total Number of PBV: 4
- e. Glenarden Hills IA: Total Number of PBV: 46

55. Mod Rehab: Regency Lane: 6816 Walker Mill Road, Capitol Heights.

- a. Total Number of Units: 172

56. Other Publicly Supported Housing

- a. Bond Developments
  - i. Allentown Apartments: \$14,900,000 in tax exempt revenue bonds
    - (a) Total Number of Units: 177
  - ii. Bristol Pines: \$17,190,000 in tax exempt revenue bonds
    - (a) Total Number of Units: 373
  - iii. Park View Manor: \$1,434,308.09 in tax exempt revenue bonds
    - (a) Total Number of Units: 51
    - (b) Renovations beginning in summer 2018 will result in 5 Accessible Units
    - (c) Total Number of PBV: 9
  - iv. Windsor Windsor Crossing Family and Senior: \$11,670,000 in tax exempt revenue bonds
    - (a) Total Number of Units: 253



**Appendix 2: Physical Accessibility Reports**  
**Cottage City Towers**  
**4142 Bunker Hill Road**  
**Cottage City, MD**

The review was conducted to determine compliance with accessibility requirements under Section 504 of the Rehabilitation Act of 1973 (Section 504), 29 U.S.C. § 794 and the Americans with Disabilities Act (ADA), 42 U.S.C. § 12131 et seq. This included accessibility requirements under the applicable accessibility standards, including the Uniform Federal Accessibility Standards (UFAS). Note the violations identified in this report cite to UFAS and although the 2010 ADA standards are not cited, many violations in this report are also violations of the 2010 ADA standards. The review was conducted on March 13, and March 15, 2018.

The review included an accessibility survey of Cottage City Towers a 100-unit mixed population (elderly/disabled) high-rise apartment complex, containing 56 efficiencies, 43 one-bedroom and 1 two-bedroom units. Cottage City Towers was constructed in 1974. HAPGC conducted modernization in 1994 and the bid included Section 504 work at this property. HAPGC renovated two units in October of 2016 to make them mobility accessible units per UFAS.

The accessibility survey measured the accessible route, parking lot, entrance, public restroom, laundry room, trash chute, and two designated mobility accessible units #416 (one-bedroom) and #110 (two-bedroom). The HUD review included a walk-through of one designated sensory unit #108.

The Accessibility Report is provided to the Housing Authority of Prince George's County as a guide to identify areas of concern at Cottage City Towers that are not fully accessible or in compliance with the Uniform Federal Accessibility Standards (UFAS).

**Common Areas:**

**Parking - Noncompliant**

Accessible Parking Space and Access Aisle width (Parking in Front of building, fourth space from left): There is no access aisle and the parking space is not at least 156" wide; the parking space is 145 ½" wide. See UFAS § 4.6.3. Figure 9.

Accessible Parking Space – Slope: The slope of the accessible parking space exceeds 2%; the slope is 6.5%. See UFAS § 4.6.3.

Accessible Parking Space – Signage -Height: The signage is mounted less than 60" above the space; the signage is mounted 38½" above the space. See UFAS §§ 4.1.1(7)(a); 4.6.4; 4.30.5; Figure 43.

**Curb Ramp – Front Entrance - Noncompliant**

Curb Ramp – Left Flare-Slope: The slope of the left flare of the curb ramp exceeds 10%; the slope of the left flare is 10.8%. See UFAS § 4.7.5; Figure 12(a).

### **Unisex Public Restroom – Noncompliant**

Signage (Interior) – Mounting Location and Height: The accessible signage is not mounted on the wall adjacent to the latch side of the door at a height of between 54”- 66” above the finished floor; there is no accessible signage mounted on the wall. See UFAS §§ 4.1.1(7)(d); 4.30.6.

Door – Opening Force: The door opening force exceeds 5 lbf; the opening force is 25 lbs. See UFAS § 4.13.11(2)(b).

Door Closer: The sweep period of the door closing, from an open position of 70 degrees, is not at least three (3) seconds to a point 3” from the latch, measured to the leading edge of the door; the sweep period is 2.5 seconds. See UFAS § 4.13.10.

Lavatory – Knee Clearance (Bowl) – Height: There is not a minimum knee clearance of at least 27” measured from the floor to the bottom of the bowl; the clearance is 25½”. See UFAS §§ 4.22.6; 4.19.2; Figure 31.

Mirror: The bottom edge of the reflecting surface of the mirror is mounted greater than 40” above the finished floor; the bottom edge is mounted 44¾” above the finished floor. See UFAS §§ 4.22.6; 4.19.6; Figure 31.

Dispensers – Clear Floor Space: The clear floor space in front of the feminine hygiene dispenser is less than the minimum 30” X 48”; there is no clear floor space in front of the dispenser. See UFAS §§ 4.22.7; 4.23.7; 4.27.2.

Flush Control: The flush control is not mounted on the wide side of the toilet area. See UFAS §§ 4.22.4; 4.16.5.

Water Closet - Centerline: The centerline of the water closet is not mounted exactly 18” from the closest side wall; the centerline of the water closet is mounted 29” from the closest side wall. See UFAS §§ 4.22.4; 4.16.1; Figure 28.

Water Closet – Side Grab Bar – Diameter: The diameter of the side grab bar is not between 1 ¼” and 1 ½”; the diameter is 1”. See UFAS §§ 4.22.4; 4.16.4; 4.26.2; Figure 39(e).

Water Closet – Back Grab Bar – Diameter: The diameter of the back-grab bar is not between 1 ¼” and 1 ½”; the diameter is 1”. See UFAS §§ 4.22.4; 4.16.4; 4.26.2; Figure 39(e).

Water Closet – Back Grab Bar – Distance from Side Wall: The distance from the side wall is more than 6”; the distance is 8 ¼” from the side wall. See UFAS §§ 4.22.4; 4.16.4; Figure 30(a).

### **Elevator – located in main lobby – Noncompliant**

Emergency Controls: The emergency controls and stop are not all located at the bottom of the panel; the emergency controls and stop are grouped at the top of the panel. See UFAS § 4.10.12(3); Figs. 23(a) & (b).

### **Mailboxes-Noncompliant**

Mailbox controls: The mailbox controls requires tight grasping, twisting or pinching of the wrist to operate. See UFAS § 4.27.4.

### **Laundry Room – Noncompliant**

Door – Maneuvering Clearance – Head-On Approach/Pull Side: The maneuvering clearance at the latch side of the door is not a minimum 18” due to the location of the washing machines; the maneuvering clearance is 17”. See UFAS § 4.13.6; Figure 25(a).

Door – Opening Force: The door opening force exceeds 5 lbs.; the opening force is 24 lbs. See UFAS § 4.13.11(2)(b).

Work Surface – Height: The top of the laundry room table exceeds the surface height of 28” to 34” above the finished floor; the top of the table is 36” above the finished floor. See UFAS §§ 4.1.2(17); 4.32.4.

### **4<sup>th</sup> Floor Trash Chute – Noncompliant**

Signage (Interior) – Mounting Location and Height: The signage is not mounted on the wall adjacent to the latch side of the door at a height of between 54”- 66” above the finished floor; the sign is mounted on the door. See UFAS § 4.30.6.

Door – Opening Force: The door opening force exceeds 5 lbf; the opening force is 24 lbs. See UFAS § 4.13.11(2)(b).

Door Closer: The sweep period of the door closing, from an open position of 70 degrees, is not at least three (3) seconds to a point 3” from the latch, measured to the leading edge of the door: the sweep period is less than 3 seconds. See UFAS § 4.13.10.

Trash Chute – Controls: The trash chute control requires tight grasping, pinching or twisting of the wrist to operate. See UFAS §§ 4.13.9; 4.27.4.

### **Unit #416 – Designated Mobility Accessible Unit - One Bedroom**

#### **Entrance Door – Noncompliant**

Door – Opening Force: The door opening force exceeds 5 lbf; the opening force is 11 lbs. See UFAS § 4.13.11(2)(b).

#### **Bathroom – Noncompliant**

Water Closet - Centerline: The centerline of the water closet is not mounted exactly 18” from the closest side wall; the centerline of the water closet is mounted 19 ½” from the closest side wall. See UFAS §§ 4.34.5.2; 4.22.4; 4.16.1; Figure 47(a).

Water Closet – Back Grab Bar – Length and Location: The back-grab bar is not a minimum of 36” long, mounted no more than 6” from the side wall; the grab bar is 24” long and mounted 7 ½” from the side wall. See UFAS §§ 4.34.5.2(3); 4.26; Figure 29(a); Figure 30(a).

Toilet Paper Dispenser – Location: The edge farthest from the back wall of the toilet paper dispenser is mounted more than 36” from the back wall; the toilet dispenser is mounted 36 ¾” from the back wall. See UFAS § 4.34.5.2(4); Figure 47(b).

Lavatory – Knee Clearance (Apron) – Height: There is not a minimum knee clearance of at least 29” measured between the floor and the bottom of the apron of the lavatory; the clearance is 28”. See UFAS §§ 4.34.5.3(1); 4.22.6; 4.19.2; Figure 31.

Lavatory – Knee Clearance (Bowl) – Height: At a point 8” back from the front edge of the lavatory there is not a minimum knee clearance of at least 27” measured from the floor to the bottom of the bowl; the clearance is 25”. See UFAS §§ 4.34.5.3(1); 4.22.6; 4.19.2; Figure 31.

Mirror: The bottom edge of the reflecting surface of the mirror is mounted greater than 40” above the finished floor, the bottom edge is mounted 44 ¼” above the finished floor. See UFAS §§ 4.34.5.3(1); 4.19.6, 4.22.6.

### **Kitchen – Noncompliant**

Work Surface – Height: The counter/worksurface is mounted greater than the maximum height of 34” above the finished floor; the counter/work surface is mounted 35 ¼” above the finished floor. See UFAS § 4.34.6.4(1); Figure 50(b).

Sink and Surrounding Counter – Height: The sink and surrounding counter is mounted more than a maximum height of 34” above the finished floor; the sink and surrounding counter is mounted 35 ¾” above the finished floor. See UFAS § 4.34.6.5; Figure 51.

Oven: The oven is not self-cleaning or located adjacent to an accessible (34”) or adjustable height counter with a 30” minimum width clear open space below for knees; there is a cabinet below the counter. See UFAS § 4.34.6.7; Figure 52.

Range Hood Controls – Height: The height of the range hood controls exceeds the maximum side reach range of 54” above the finished floor; the height of the range hood controls is 63”. See UFAS §§ 4.34.6; 4.34.6.3; 4.27; 4.2.6.

Wall Cabinet – Height: The height of at least one shelf of all wall cabinets mounted above the work counter exceeds the maximum height of 48” above the finished floor; the bottom shelf of the wall cabinet is mounted 49 ¾” above the finished floor. See UFAS § 4.34.6.10(1); Figure 50.

## **Unit #110 - Designated Mobility Accessible Unit - Two Bedroom**

### **Entrance Door – Noncompliant**

Door Hardware: The door hardware requires tight grasping, twisting or pinching of the wrist to operate; the door hardware is a knob. See UFAS § 4.13.9.

Door Closer: The sweep period of the door closing, from an open position of 70 degrees, is less than three (3) seconds to a point 3” from the latch measured to the leading edge of the door: the sweep period is 2.5 seconds. See UFAS §§ 4.13.10; 4.34.2(6).

### **Bedroom - Master- Noncompliant**

Closet – Clothes Rod – Height: The clothes rod is mounted greater than the maximum height of 54” above the finished floor; the clothes rod is mounted 67 ¼” above the finished floor. See UFAS §§ 4.34.2(8); 4.25.3; Figure 38.

Closet – Shelf – Reach Range: The closet shelf is mounted greater than the maximum height of 54” above the finished floor for a side-reach; the closet shelf is mounted 68 1/8” above the finished floor. See UFAS §§ 4.34.2(8); 4.25.3; 4.2.6; Figure 6(b) and Figure 38.

### **Bedroom - Second- Noncompliant**

Closet – Clothes Rod – Height: The clothes rod is mounted greater than the maximum height of 54” above the finished floor; the clothes rod is mounted 66 3/8” above the finished floor. See UFAS §§ 4.34.2(8); 4.25.3; Figure 38.

Closet – Shelf – Reach Range: The closet shelf is mounted greater than the maximum height of 54” above the finished floor for a side-reach; the closet shelf is mounted 67 ¾” above the finished floor. See UFAS §§ 4.34.2(8); 4.25.3; 4.2.6; Figure 6(b) and Figure 38.

### **Bathroom - Noncompliant**

Water Closet - Centerline: The centerline of the water closet is not mounted exactly 18” from the closest side wall; the centerline of the water closet is mounted 13 ½” from the closest side wall. See UFAS §§ 4.34.5.2; 4.16.1; 4.22.4; Figure 47(a).

Water Closet – Back Grab Bar – Length: The length of the back-grab bar is not a minimum of 36” long, the grab bar is 24” long. See UFAS § 4.34.5.2(3); Figure 29(a).

Water Closet – Back Grab Bar – Space: The clear space between the grab bar and the wall is not exactly 1 ½”; the clear space between the wall and the grab bar is 1 ¾”. See UFAS §§ 4.34.5.2(3); 4.26.2; Figure 39(e).

Water Closet – Back Grab Bar – Diameter: The diameter of the gripping surface of the back-grab bar is not between 1 ¼” and 1 ½”; the diameter is 1”. See UFAS §§ 4.34.5.2(3); 4.26.2; Figure 39(e).

Water Closet – Side Grab Bar – Length: The length of the side-grab bar is not a minimum of 42” long; the length of the side grab bar is 36”. See UFAS § 4.34.5.2(3); Figure 29(b).

Water Closet – Side Grab Bar – Diameter: The diameter of the gripping surface of the side-grab bar is not between 1 ¼” and 1 ½”; the diameter is 1”. See UFAS §§ 4.34.5.2(3); 4.26.2; Figure 39(e).

Toilet Paper Dispenser – Location: The edge farthest from the back wall of the toilet paper dispenser is mounted more than 36” from the back wall; the toilet paper dispenser is mounted 49 ¼” from the back wall. See UFAS § 4.34.5.2(4); Figure 47(b).

Toilet Paper Dispenser – Height: The toilet paper dispenser is not mounted with its centerline at least 19” above the finished floor; the toilet paper dispenser is mounted 18” above the finished floor. See UFAS § 4.34.5.2(4); Figure 47(b).

Lavatory – Knee Clearance (Apron) – Height: There is not a minimum knee clearance of at least 29” measured between the floor and the bottom of the apron of the lavatory there is a fixed cabinet below the sink blocking the knee clearance. See UFAS §§ 4.34.5.3(1); 4.22.6; 4.19.2; Figure 31.

Lavatory – How Water/Drain Pipes – Insulation: The hot water and drain pipes under the lavatory are not insulated or otherwise covered. See UFAS §§ 4.34.5.3(1); 4.22.6; 4.19.4.

Mirror: The bottom edge of the reflecting surface of the mirror is mounted greater than 40” above the finished floor; the bottom edge is mounted 40 ½” above the finished floor. See UFAS §§ 4.34.5.3(1); 4.22.6; 4.19.6; Figure 31.

Bathtub – Seat: A securely-mounted in-tub seat or a seat at the head of the tub is not provided. See UFAS §§ 4.34.5.4(2); 4.26.3; Figure 33.

Bathtub – Back-Grab Bars – Diameter: The diameter of the back-grab bars is not between 1 ¼” and 1 ½”; the diameter is 1”. See UFAS §§ 4.34.5.4(3); 4.26.2; Figure 39(e).

**Note:** There is a 4 ¼” gap in the back wall that increases the space between the wall and the back-grab bar to 2 3/8”.

Bathtub – Head of the Tub Grab Bar – Diameter: The diameter of the head of the tub grab bars is not between 1 ¼” and 1 ½”; the diameter is 1”. See UFAS §§ 4.34.5.4(3); 4.26.2; Figure 39(e).

Bathtub – Foot of the Tub Grab Bar – Diameter: The diameter of the foot of the tub grab bars is not between 1 ¼” and 1 ½”; the diameter is 1”. See UFAS §§ 4.34.5.4(3); 4.26.2; Figure 39(e).

## **Kitchen – Noncompliant**

Work Surface - Base Cabinet: The base cabinet is not removable under the full 30” wide minimum frontage of the work counter. See UFAS § 4.34.6.4(2); Figure 50(a) and 50(b).

Sink and Surrounding Counter – Width: There is not at least one 30” wide section for knee clearance under the sink and surrounding counter area; the knee clearance under the sink and surrounding counter area is 29” wide. See UFAS § 4.34.6.5(1).

Hot Water/Drain Pipes – Insulation: The hot water and drain pipes are not insulated or otherwise covered. See UFAS § 4.34.6.5(8).

Oven: The oven is not self-cleaning or located adjacent to an accessible (34”) or adjustable height counter with a 30” minimum width clear open space below for knees; there is a cabinet below the counter. See UFAS § 4.34.6.7; Figure 52.

Range Hood Controls – Height: The height of the range hood controls exceeds the maximum side reach range of 54” above the finished floor; the height of the range hood controls is 59 ¼”.

See UFAS §§ 4.34.6.6; 4.27; 4.2.6.

Wall Cabinet – Height: The height of at least one shelf of all wall cabinets mounted above the work counter exceeds the maximum height of 48” above the finished floor; the bottom shelf of the wall cabinet is mounted 49 ¾” above the finished floor. See UFAS § 4.34.6.10(1); Figure 50.

## **Other Controls – Noncompliant**

Thermostat – Side Approach – Reach Range: The highest operable part of the thermostat is mounted greater than the maximum 54” above the finished floor for a side approach; the highest operable part of the thermostat is mounted at 59 ¼”.

See UFAS §§ 4.34.2(9); 4.27; 4.2.6.

Fan – Side Approach – Reach Range: The highest operable part of the fan is mounted greater than the maximum 54” above the finished floor for a side approach; the highest operable part of the fan is mounted at 64 7/8”.

See UFAS §§ 4.34.2(9); 4.27; 4.2.6.

## **Unit #108 – Designated Sensory Unit – Studio**

The HUD team walked through the unit and took pictures but did not measure.

**Kimberly Gardens  
9214 Cherry Lane  
Laurel, MD**

The review was conducted to check compliance with accessibility requirements under Section 504 of the Rehabilitation Act of 1973 (Section 504), 29 U.S.C. § 794 and the Americans with Disabilities Act (ADA), 42 U.S.C. § 12131 et seq. This included accessibility requirements under the applicable accessibility standards, including the Uniform Federal Accessibility Standards (UFAS). Note the violations identified in this report cite to UFAS and although the 2010 ADA

standards are not cited, many violations in this report are also violations of the 2010 ADA standards. The HUD review team conducted the review on March 14, 2018.

The review included an accessibility survey of Kimberly Gardens a 50-unit town home family housing complex, containing 14 two-bedroom, 26 three-bedroom and 10 four-bedroom units. Kimberly Gardens was constructed in 1972. HAPGC conducted modernization in June of 1994 and the bid included accessibility work at this property. The work included creating accessible parking, creating accessible bathrooms, office and laundry room.

The accessibility survey measured the accessible route, accessible parking, entrance, public restrooms, laundry room, and play area. The HUD review included a walk-through of a four-bedroom townhome to review the layout to determine if it was possible to make the two-story unit accessible (Unit # 9198).

The Accessibility Report is provided to the Housing Authority of Prince George's County as a guide to identify items at Kimberly Gardens that are not fully accessible or in compliance with the Uniform Federal Accessibility Standards (UFAS).

## **Common Areas**

### **Parking - Leasing Office — Noncompliant**

Accessible Parking Space #1 – Signage: There is no mounted signage with the International Symbol of Accessibility in front of the parking space to designate the accessible parking space for individuals with disabilities; the sign is mounted in front of the access aisle. See UFAS §§ 4.1.1(7)(a); 4.6.4; 4.30.5; Figure 43.

### **Accessible Route – Leasing Office – Curb Ramp – Noncompliant**

Curb Ramp – Slope: The slope of the curb ramp exceeds 8.33%; the slope of the curb ramp is 12.5%. See UFAS §§ 4.7.2; 4.8.2; Figure 11.

Curb Ramp – Left Flare – Slope: The slope of the left flared side exceeds 10%; the slope of the left flared side is 17.9%. See UFAS § 4.7.5; Figure 12(a).

Curb Ramp -Right Flare – Slope: The slope of the right flared side exceeds 10%; the slope of the left flared side is 24.1%. See UFAS § 4.7.5; Figure 12(a).

Curb Ramp – Transition: The transition from the curb ramp to the access aisle is not flush and free of abrupt changes; the transition has a 1” change in level. See UFAS §§ 4.7.4; 4.5.2.

### **Accessible Route – Leasing Office**

Accessible Route from Access Aisle to Leasing Office– Slope: The slope of the accessible route from the accessible parking space to the front entrance of the leasing office exceeds 5%; the slope is 5.7%. See UFAS § 4.3.7.

Accessible Route from Access Aisle to Leasing Office– Cross Slope: The cross slope of the accessible route from the accessible parking space to the front entrance of the leasing office exceeds 2%; the slope is 2.3%. See UFAS § 4.3.7.

### **Accessible Route to Playground (In front of Unit #9204)**

Curb Ramp – Slope: The slope of the curb ramp exceeds 8.33%; the slope of the curb ramp is 12.2%. See UFAS §§ 4.7.2; 4.8.2; Figure 11.

Curb Ramp – Left Flare – Slope: The slope of the left flared side exceeds 10%; the slope of the left flared side is 22.2%. See UFAS § 4.7.5; Figure 12(a).

Curb Ramp -Right Flare – Slope: The slope of the right flared side exceeds 10%; the slope of the left flared side is 17.2%. See UFAS § 4.7.5; Figure 12(a).

### **Playground – Noncompliant**

Entrance – Change in Level: The change in level along the accessible route to the entrance of the playground exceeds ½”; the change in level is 1 ½” and is not ramped. See UFAS §§ 4.3.8; 4.5.2.

Benches near Playground – Accessible Route: The ground surface is not stable, firm and slip-resistant; the bench is located in the grass. See UFAS §§ 4.3.6; 4.5.1.

### **Laundry Room – Noncompliant**

Washing Machine: There is not a minimum of one (1) front-loading washer; there are no front-loading washers. See UFAS § 4.34.7.2.

Table/Work Surface – Height: The height of the table is not between 28” – 34” above the finished floor; the height of the table is 36 ¾” above the finished floor. See UFAS § 4.32.4.

### **Public Restroom – Women – Noncompliant**

Signage (Interior) – Mounting Location and Height: The signage is not mounted on the wall adjacent to the latch side of the door at a height of between 54”- 66” above the finished floor; the signage is mounted on the door. See UFAS § 4.30.6.

Door – Maneuvering Clearance – Latch Side Approach/Pull Side: The maneuvering clearance at the latch side of the door is not a minimum 18”; the maneuvering clearance is 17 ¼”. See UFAS §§ 4.13.6; Figure 25(a).

Door Hardware: The door hardware requires tight grasping, twisting or pinching of the wrist to operate; the door hardware is a knob. See UFAS § 4.13.9.

Toilet Paper Dispenser – Mounting Location: The toilet paper dispenser is not mounted no more than 36” from the back wall, starting at the edge farthest from the back wall; the toilet paper dispenser is mounted 37 ¼” from the back wall. See UFAS § 4.16.6; Figure 29(b) and 47(b).

Water Closet Stall – Back Grab Bar – Length: The back-grab bar is not at least 36” long; the grab bar is 30” long. See UFAS § 4.16.4; Figure 29(a).

Paper Towel Dispenser – Side Approach – Reach Range: The highest operable part of the paper towel dispenser is mounted greater than the maximum 54” above the finished floor for a side approach; the paper towel dispenser is mounted 55” above the finished floor. See UFAS §§ 4.22.7; 4.27; 4.2.6.

Soap Dispenser – Forward Reach Range: The soap dispenser is mounted over the water closet and higher than the maximum forward reach range over an obstruction. See UFAS §§ 4.22.7; 4.27; 4.2.5; Figure 5(b).

Feminine Hygiene Disposal – Forward Approach and Clear Floor Space: The highest operable part of the feminine hygiene disposal is mounted greater than the maximum 48” above the finish floor and it does not have a clear floor space of 30” X 48”; the feminine hygiene disposal dispenser is mounted 55” above the finished floor and it is mounted over the water closet. See UFAS §§ 4.22.7; 4.27 and 4.2.5.

### **Public Restroom – Men – Noncompliant**

**Note:** Upon visual inspection, the men’s public restroom reflected similar noncompliant issues as the women’s public restroom, and thus the review team did not measure it. Additionally, the water closet in the men’s room did not have the flush control on the wide side of the water closet. See UFAS § 4.16.5.

### **Community Room Kitchen – Noncompliant**

Sink and Surrounding Counter- Base Cabinet: The base cabinet provided under the sink is not removable under the full 30” wide minimum frontage; there is a fixed cabinet mounted beneath the sink. See UFAS § 4.34.6.5(5); Figure 51.

### **Unit 9198 – Two-Story Townhome – Four Bedrooms**

Note: The HUD review team conducted a walk-through of a four-bedroom town home to determine whether the unit could be made accessible consistent with accessibility standards. Currently the first floor consists of two-bedrooms, a half bathroom, kitchen and living room. It has a front and back entrance and a sliding door to a fenced patio area. There is a 5 ¾” step at the entrance door, and a step at the back door. At a minimum, a lift or elevator to the second floor

would need to be added, and the entrance and back doors would require ramps to enter the doors. A more thorough evaluation is needed to determine how this unit could be made accessible.

**Marlborough Towne  
1849 Tanow Place  
District Heights, MD**

The review was conducted to check compliance with accessibility requirements under Section 504 of the Rehabilitation Act of 1973 (Section 504), 29 U.S.C. § 794 and the Americans with Disabilities Act (ADA), 42 U.S.C. § 12131 et seq. This included accessibility requirements under the applicable accessibility standards, including the Uniform Federal Accessibility Standards (UFAS). Note the violations identified in this report cite to UFAS and although the 2010 ADA standards are not cited, many violations in this report are also violations of the 2010 ADA standards. The HUD review team conducted the review on March 13 and 15, 2018.

The review included an accessibility survey of Marlborough Towne, a 63-unit town home public housing complex, containing 33 one-bedroom, 25 two-bedroom, and 5 three-bedroom units. Marlborough Towne was built in 1974, and was renovated in March 2017.

The accessibility survey measured the accessible parking spaces, the leasing office, community room, public restrooms, laundry room, community kitchen, and units 1925 and 1847, which are both one-bedroom designated mobility accessible units.

The Accessibility Report is provided to the Housing Authority of Prince George's County as a guide to identify items at Marlborough Towne that are not fully accessible or in compliance with the Uniform Federal Accessibility Standards (UFAS).

**Parking**

**Accessible Parking at Front of Property**

Accessible Parking Space - Signage: There is no mounted signage with the International Symbol of Accessibility to designate the accessible parking spaces for individuals with disabilities. See UFAS §§ 4.6.4; 4.30.5; Figure 43.

Accessible Route – Accessible Parking Space to Entrance: There is no accessible route from the parking space to the entrance because the curb cut is located in front of the parking space instead of in front of the access aisle, and a parked vehicle overhang would reduce the clear width of the accessible circulation route by blocking the ramp. See UFAS § 4.6.3.

**Accessible Parking at Middle of Property**

Accessible Parking Space #4 – Signage - Height: The signage is mounted less than 60" above the space; the signage is mounted 47" above the space. See UFAS § 4.6.4.

**Accessible Parking at Rear of Property**

Accessible Parking Space - Signage: There is no mounted signage with the International Symbol of Accessibility to designate the accessible parking spaces for individuals with disabilities. See UFAS §§ 4.6.4; 4.30.5; Figure 43.

### **Accessible Parking at Leasing Office**

Accessible Parking Space - Signage: There is no mounted signage with the International Symbol of Accessibility to designate the accessible parking spaces for individuals with disabilities. See UFAS §§ 4.6.4; 4.30.5; Figure 43.

Accessible Parking Space – Access Aisle on Accessible Route: The parking access aisle is not part of an accessible route to the building because there is no curb cut in the access aisle, and changes in level requiring stairs cannot be part of an accessible route. See UFAS §§ 4.3.8; 4.6.3.

### **Leasing Office**

Interior Door - Opening Force: The door opening force exceeds 5 lbf.; the opening force is 10 lbf. See UFAS § 4.13.11(2)(b).

Door – Maneuvering Clearance – Head-On Approach/Pull Side: The depth is less than 60” perpendicular to the door; the depth is 42”. See UFAS § 4.13.6; Figure 25(a).

### **Community Room**

Table/Work Surface-Knee Clearance: The knee clearance at the desk is less than 27” high; the knee clearance is 25 7/8” high. See UFAS § 4.32.3; figure 45.

### **Women’s Public Restroom**

Accessible Restroom – Signage: The accessible restroom is not marked by signage with the International Symbol of Accessibility on the wall adjacent to the latch side of the door at a height of between 54”- 66” above the finished floor; there is no signage designating the accessible restroom. See UFAS §§ 4.1.1(7)(d); 4.30; Figure 43.

Door - Hardware: The door hardware requires tight grasping, twisting or pinching of the wrist to operate; the door hardware is a knob. See UFAS § 4.13.9.

Door - Opening Force: The door opening force exceeds 5 lbs.; the opening force is 6 lbs. See UFAS § 4.13.11(2)(b).

Lavatory – Faucets: The faucets require tight grasping, pinching or twisting of the wrist to operate; the faucets are knobs. See UFAS §§ 4.19.5; 4.27.4.

Lavatory – Hot Water/Drain Pipes – Insulation: The hot water and drain pipes under the lavatory are not insulated or otherwise covered. See UFAS §§ 4.34.5.3(1); 4.22.6; 4.19.4.

Soap Dispenser - Forward Approach – Reach Range: The highest operable part of the soap dispenser is mounted greater than the maximum 48” above the finished floor for a forward approach; the soap dispenser is mounted 57” above the finished floor. See UFAS § 4.2.5; Figure 5(a).

Toilet Cover Dispenser – Forward Approach – Reach Range: The highest operable part of the toilet cover dispenser is mounted greater than the maximum 48” above the finished floor for a forward approach; the dispenser is mounted 61” above the finished floor. See UFAS § 4.2.5; Figure 5(a).

Water Closet - Centerline: The centerline of the water closet is not mounted exactly 18” from the closest side wall; the centerline of the water closet is mounted 16” from the closest side wall. See UFAS § 4.16.2; Figure 28.

Toilet Paper Dispenser – Mounting Location: The toilet paper dispenser is not mounted no more than 36” from the back wall, starting at the edge farthest from the back wall; the toilet paper dispenser is mounted 46” from the back wall. See UFAS §§ 4.16.6; 4.34.5.2(4); Figure 47(b); Figure 29(b).

### **Men’s Public Restroom**

Accessible Restroom – Signage: The accessible restroom is not marked by signage with the International Symbol of Accessibility on the wall adjacent to the latch side of the door at a height of between 54”- 66” above the finished floor; there is no signage designating the accessible restroom. See UFAS §§ 4.1.1(7)(d); 4.30; Figure 43.

Door – Maneuvering Clearance – Head-On Approach/Push Side: The maneuvering clearance at the latch side of the door is not a minimum 12”. See UFAS § 4.13.6; Figure 25(a).

Door – Maneuvering Clearance – Head-On Approach/Pull Side: The maneuvering clearance at the latch side of the door is not a minimum 18”; the maneuvering clearance is 14”. See UFAS § 4.13.6; Figure 25(a).

Toilet Cover Dispenser – Forward Approach – Reach Range: The highest operable part of the toilet cover dispenser is mounted greater than the maximum 48” above the finished floor for a forward approach; the dispenser is mounted 60” above the finished floor. See UFAS § 4.2.5; Figure 5(a).

Toilet Paper Dispenser – Mounting Location: The toilet paper dispenser is not mounted no more than 36” from the back wall, starting at the edge farthest from the back wall; the toilet paper dispenser is mounted 43” from the back wall. See UFAS §§ 4.16.6; 4.34.5.2(4); Figure 47(b); Figure 29(b).

Flush Control: The flush control is not mounted on the wide side of the toilet area. See UFAS § 4.16.5.

## **Laundry Room**

Door – Maneuvering Clearance – Ground Surface – Slope: The slope of the ground surface area of the maneuvering clearance is more than 2%; the ground surface is a built-up ramp that has a slope of 2.9%. See UFAS § 4.13.6.

Sink – Controls: The controls require tight grasping, pinching, or twisting of the wrist to operate. See UFAS §§ 4.34.7.3; 4.27.4.

Thermostat - Forward Approach – Reach Range: The highest operable part of the thermostat in the Laundry Room is mounted greater than the maximum 48” above the finished floor for a forward approach; the highest operable part of the thermostat is mounted 59.5” above the finished floor. See UFAS § 4.2.5; Figure 5(a).

## **Community Kitchen**

Door - Hardware: The door hardware requires tight grasping, twisting or pinching of the wrist to operate; the door hardware is a knob. See UFAS § 4.13.9.

Counter Work Surface - Height: The height of the counter is not a maximum of 34” above the finished floor or adjustable; the height of the table is 36” above the finished floor. See UFAS § 4.34.6.4(1).

Range/Cooktop - Controls – Location: The range controls are located where it requires someone to reach across burners; the controls are located on the back panel. See UFAS § 4.34.6.6.

Work Surface - Knee Space: There is not a knee space of 30” in width and 19” in depth; there are non-removable base cabinets under the work surface counter. See UFAS § 4.34.6.4(4).

Sink – Base Cabinet: The base cabinet provided under the sink is not removable under the full 30” wide minimum frontage; there is a fixed cabinet mounted beneath the sink. See UFAS § 4.34.6.5(5); Figure 51.

Wall Cabinet - Height: The height of at least one shelf of all wall cabinets mounted above the work counter exceeds the maximum height of 48” above the finished floor; the bottom shelf of the wall cabinet is mounted 55.5” above the finished floor. See UFAS § 4.34.6.10(1); Figure 50.

## **Unit 1925 – Designated Mobility Accessible Unit**

### **Accessible Route**

Accessible Route – Change in Level: The change in level of the accessible route to the front patio exceeds  $\frac{1}{2}$ ” and is not accomplished by means of a ramp; the change in level is 1” and is not ramped. See UFAS §§ 4.5.2; 4.3.8; 4.8.

## **Entrance Door**

Door – Maneuvering Clearance – Head-On Approach/Pull Side: The maneuvering clearance at the latch side of the door is not a minimum 18”; the maneuvering clearance is 15”. See UFAS § 4.13.6; Figure 25(a).

Peephole: The peephole is mounted 60” above the finished floor and does not provide a view of the exterior for wheelchair users. See ADA 2010 Standards 809.5.5.2 and Advisory Note.

Door (Existing Construction) – Threshold – Back Door to Patio: The threshold is greater than  $\frac{1}{2}$ ” with a beveled edge; the threshold is 1  $\frac{1}{2}$ ” high. See UFAS §§ 4.13.8; 4.5.2.

## **Hallway**

Closet – Clothes Rod – Height: The clothes rod is mounted greater than the maximum height of 54” above the finished floor, the clothes rod is mounted 63” above the finished floor. See UFAS § 4.25.3; Figure 38.

Closet – Shelf – Side Approach - Reach Range: The closet shelf is mounted greater than 54” above the finished floor for a side approach; the closet shelf is mounted 66” above the finished floor. See UFAS §§ 4.25.3; 4.2.6; Figure 6(b).

## **Bedroom**

Door – Maneuvering Clearance – Side Approach/Push Side: The depth at the latch side of the door is less than 42” perpendicular to the door; the depth is 39”. See UFAS § 4.13.6; Figure 25(b) and (c).

Door – Closet with Double-Leaf – Width: The closet is deeper than 24”, and one of the independently operated door leaves does not have a minimum clear opening width of 32” measured between the face of the door to the opposite stop; the door width is 29”. See UFAS §§ 4.13.4; 4.13.5; Figure 24(b).

Closet – Shelf – Forward Approach - Reach Range: The closet shelf is mounted greater than 48” above the finished floor for a forward approach; the closet shelf is mounted 66” above the finished floor. See UFAS §§ 4.25.3; 4.2.5; Figure 5(a).

Closet – Clothes Rod – Forward Approach - Reach Range: The clothes rod is mounted greater than 48” above the finished floor for a forward approach; the clothes rod is mounted 64” above the finished floor. See UFAS §§ 4.25.3; 4.2.5; Figure 5(a).

## **Bathroom**

Water Closet - Centerline: The centerline of the water closet is not mounted exactly 18” from the closest side wall; the centerline of the water closet is mounted 15” from the closest side wall. See UFAS § 4.34.5.2; Figure 47(a).

Water Closet – Back Grab Bar – Length and Location: The back grab bar is not a minimum 36” long, mounted no more than 6” from the side wall and between 33” – 36” above the finished floor; the water closet does not have a back grab bar. See UFAS § 4.34.5.2(3); Figure 29(a); Figure 30(a).

Water Closet - Side Grab Bar - Height: The centerline of the side grab bar is not mounted between 33”-36” above the finished floor; the centerline of the grab bar is mounted 32” above the floor. See UFAS § 4.34.5.2(3); Figure 29(b).

Toilet Paper Dispenser - Location: The edge farthest from the back wall of the toilet paper dispenser is mounted more than 36” from the back wall; the toilet paper dispenser is mounted 48” from the back wall. See UFAS § 4.34.5.2(4); Figure 47(b).

Lavatory – Counter - Height: The lavatory counter surface is mounted greater than 34” above the finished floor; the lavatory counter is mounted 35.5” above the finished floor. See UFAS § 4.19.2.

Mirror: The bottom edge of the reflecting surface of the mirror is mounted greater than 40” above the finished floor; the bottom edge is mounted 45” above the finished floor. See UFAS §§ 4.34.5.3(1); 4.22.6; 4.19.6; Figure 31.

Shower Stall (30” x 60”) – Grab Bars - Installation: Grab bars shall be installed as shown in Figure 37 and shall comply with § 4.26. The grab bars are not installed as shown in Figure 37, because the grab bars at the back and control walls are vertical instead of horizontal. See UFAS § 4.34.5.5(3); Figure 37(b).

Shower Stall – Size: Shower stall size shall comply with Figure 35(a) or (b) and shall either be 36” by 36” with a seat, or 30” by 60”; the shower stall has a width of 58” and does not have a seat. See UFAS § 4.21.2; Figure 35(a) and (b).

## **Kitchen**

Sink and Surrounding Counter - Height: The sink and surrounding counter is mounted more than a maximum height of 34” above the finished floor; the sink and surrounding counter is mounted 36” above the finished floor and is not adjustable or replaceable as a unit to provide alternative heights of 28”, 32”, and 36”. See UFAS § 4.34.6.5(1); Figure 51.

Hot Water/Drain Pipes – Insulation: The hot water and drain pipes are not insulated or otherwise covered. See UFAS § 4.34.6.5(8).

Oven: The oven is not self-cleaning or located adjacent to an accessible (34") or adjustable height counter with a 30" minimum width clear open space below for knees; the adjacent counter is 36" high. See UFAS §§ 4.34.6.7; 4.34.6.4(1); Figure 52.

Oven – Fan Controls – Side Approach -- Reach Range: The highest operable part of the fan controls are mounted greater than the maximum 54" above the finished floor for a side approach; the highest operable part of the fan controls are mounted 65" above the finished floor. See UFAS § 4.2.6; Figure 6(b).

Wall Cabinet - Height: The height of at least one shelf of all wall cabinets mounted above the work counter exceeds the maximum height of 48" above the finished floor; the bottom shelf of the wall cabinet is mounted 56" above the finished floor. See UFAS § 4.34.6.10(1); Figure 50.

### **Other Controls**

Thermostat - Side Approach – Reach Range: The highest operable part of the thermostat in the living room is mounted greater than the maximum 54" above the finished floor for a side approach; the highest operable part of the thermostat is mounted 55" above the finished floor. See UFAS § 4.2.5; Figure 6(b).

Oil Burner – Side Approach – Reach Range: The highest part of the oil burner switch is mounted greater than the maximum 54" above the finished floor for a side approach; the highest operable part of the oil burner is mounted 63" above the finished floor. See UFAS § 4.2.5; Figure 6(b).

## **Unit 1847 – Designated Mobility Accessible Unit**

### **Accessible Route**

#### **Accessible Route to Unit Entrance**

Ramp - Slope: The slope of the ramp at the front entrance to the unit is greater than 8.33%; the slope is 9.6%. See UFAS § 4.8.2.

Ramp - Edge Protection: The ramp has a drop-off and does not have a minimum 2" curb, wall, railing or projecting surface to prevent people from slipping off the ramp. See UFAS § 4.8.7; Figure 17.

Ramp – Level Landing: The ramp does not have a 60" level landing at the top of the run, and the floor within the clearance for the door at the top of the ramp is not level. See UFAS §§ 4.8.4(4); 4.13.6.

Ramp - Handrails: The ramp has a horizontal projection greater than 72" and does not have handrails on both sides of the ramp segment; there are no handrails. See UFAS §§ 4.8.5; 4.26.

Door – Maneuvering Clearance – Head-On Approach/Pull Side: The maneuvering clearance at the latch side of the door is not a minimum 18”. See UFAS § 4.13.6; Figure 25(a).

### **Accessible Route to Mailbox at Unit Entrance**

Accessible Route - Step: There is no accessible route to the mailbox; there is a step along the route. See UFAS § 4.3.8.

### **Accessible Route to Front Patio**

Accessible Route – Ramp: There is not an accessible route to the front patio; there is a ramp that blocks the route to the front patio. See UFAS § 4.3.8.

### **Accessible Route to Rear Patio**

Accessible Route – Steps: There is not an accessible route to the rear patio; there is a 9½” high step and a 1” threshold at the sliding door to the patio. See UFAS § 4.3.8.

## **Bedroom**

Door (Bedroom #1) – Maneuvering Clearance – Side/Push Side: The depth is less than 42” perpendicular to the door; the depth is 35 ½”. See UFAS § 4.13.6; Figure 25(b) and (c).

Door – Width: The door does not have a minimum clear opening width of 32” measured between the face of the door to the opposite stop with the door open 90 degrees; the door width is 29”. See UFAS §§ 4.34.2(6); 4.34.2(15); 4.13.5; Figure 24.

Closet - Door - Width: The door does not have a minimum clear opening width of 32” measured between the face of the door to the opposite stop; the door width is 28.5”. See UFAS § 4.13.5; Figure 24.

Closet – Clothes Rod – Height: The clothes rod is mounted greater than the maximum height of 54” above the finished floor, the clothes rod is mounted 63” above the finished floor. See UFAS § 4.25.3; Figure 38.

Closet – Shelf – Side Approach - Reach Range: The closet shelf is mounted greater than 54” above the finished floor for a side approach; the closet shelf is mounted 65 ½” above the finished floor. See UFAS §§ 4.25.3; 4.2.6; Figure 6(b).

## **Bathroom:**

Water Closet - Centerline: The centerline of the water closet is not mounted exactly 18” from the closest side wall; the centerline of the water closet is mounted 16” from the closest side wall. See UFAS § 4.34.5.2; Figure 47(a).

Water Closet – Back Grab Bar – Length and Location: The back grab bar is not a minimum 36” long, mounted no more than 6” from the side wall and between 33” – 36” above the finished floor; the water closet does not have a back grab bar. See UFAS § 4.34.5.2(3); Figure 29(a); Figure 30(a).

Water Closet - Back Grab Bar - Space: The clear space between the grab bar and the wall is not exactly 1½”; the water closet does not have a back grab bar. See UFAS §§ 4.34.5.2(3); 4.26.2; Figure 39(e).

Water Closet - Back Grab Bar - Diameter: The diameter of the gripping surface of the grab bar is not between 1¼”-1½”; the water closet does not have a back grab bar. See UFAS §§ 4.34.5.2(3); 4.26.2; Figure 39(e).

Water Closet - Side Grab Bar - Height: The centerline of the side grab bar is not mounted between 33”-36” above the finished floor; the center line of the grab bar is mounted 32 1/2” above the floor. See UFAS § 4.34.5.2(3); Figure 29(b).

Water Closet - Side Grab Bar – Length and Location: The side grab bar is not a minimum 42” long; the grab bar is 36 ½” long. See UFAS § 4.34.5.2(3); Figure 29(b).

Toilet Paper Dispenser - Location: The edge farthest from the back wall of the toilet paper dispenser is mounted more than 36” from the back wall; the toilet paper dispenser is mounted 48” from the back wall. See UFAS § 4.34.5.2(4); Figure 47(b).

Lavatory – Knee Clearance (Apron) - Height: There is not a minimum knee clearance of at least 29” measured between the floor and the bottom of the apron of the lavatory; the knee clearance is 28 ¼”. See UFAS § 4.19.2; Figure 31.

Mirror: The bottom edge of the reflecting surface of the mirror is mounted greater than 40” above the finished floor; the bottom edge is mounted 44” above the finished floor. See UFAS § 4.19.6; Figure 31.

Shower Stall (30” x 60”) – Grab Bars - Installation: If provided grab bars shall be installed as shown in Figure 37 and shall comply with § 4.26. The grab bars are not installed as shown in Figure 37, because the side and back grab bars do not extend the length of the wall and the grab bar on the control wall is vertical rather than horizontal. See UFAS § 4.34.5.5(3); Figure 37(b).

## **Kitchen**

Clearance – Opposing Cabinets: The clearance between all opposing base cabinets, counter tops, appliances or walls is less than the minimum 40” clearance; the clearance is 36”. See UFAS § 4.34.6.1.

Sink and Surrounding Counter - Height: The sink and surrounding counter is mounted more than a maximum height of 34” above the finished floor; the sink and surrounding counter is mounted

36 ¼” above the finished floor and is not adjustable or replaceable as a unit to provide alternative heights of 28”, 32”, and 36”. See UFAS § 4.34.6.5(1); Figure 51.

Oven: The oven is not self-cleaning or located adjacent to an accessible (34”) or adjustable height counter with a 30” minimum width clear open space below for knees; the adjacent counter is 36” high. See UFAS § 4.34.6.7; Figure 52.

Range/Cooktop - Fan Control - Forward Approach - Reach Range: The highest operable part of the fan control is mounted greater than the maximum 48” above the finished floor for a forward approach; the highest operable part of the fan control is mounted 64” above the finished floor. See UFAS § 4.2.5; Figure 5(a).

Wall Cabinet - Height: The height of at least one shelf of all wall cabinets mounted above the work counter exceeds the maximum height of 48” above the finished floor; the bottom shelf of the wall cabinet is mounted 55 ½” above the finished floor. See UFAS § 4.34.6.10(1); Figure 50.

**Owens Road  
1100 Owens Road  
Oxon Hill, MD**

The review was conducted to check compliance with accessibility requirements under Section 504 of the Rehabilitation Act of 1973 (Section 504), 29 U.S.C. § 794 and the Americans with Disabilities Act (ADA), 42 U.S.C. § 12131 et seq. This included accessibility requirements under the applicable accessibility standards, including the Uniform Federal Accessibility Standards (UFAS). Note the violations identified in this report cite to UFAS and although the 2010 ADA standards are not cited, many violations in this report are also violations of the 2010 ADA standards. The HUD review team conducted the review on March 13, 2018.

The review team conducted an accessibility survey of Owens Road, a public housing property containing 123 units, and 17 designated accessible units.

The accessibility survey measured the accessible parking spaces, accessible route, leasing office, community room, public restrooms, picnic area, elevators, public mailboxes, laundry room, trash rooms, unit 102, and unit 702.

The Accessibility Report is provided to the Housing Authority of Prince George's County as a guide to identify items at Owens Road that are not fully accessible or in compliance with the Uniform Federal Accessibility Standards (UFAS).

**Parking**

**Accessible Spaces Closest to the Leasing Office (The spaces are not numbered.)**

Accessible Parking Space #1 - Access Aisle: The accessible parking space does not have an adjacent access aisle that is a minimum of 60" wide; there is no access aisle. See UFAS § 4.6.3; Figure 9.

Accessible Parking Space #2 - Signage: There is no mounted signage with the International Symbol of Accessibility to designate the accessible parking space for individuals with disabilities. See UFAS §§ 4.6.4; 4.30.5; Figure 43.

Accessible Parking Space #2 - Access Aisle: The accessible parking space does not have an adjacent access aisle that is a minimum of 60" wide; there is no access aisle. See UFAS § 4.6.3; Figure 9.

Accessible Parking Space #4- Slope: The slope of the accessible parking space exceeds 2%; the slope is 3.8%. See UFAS § 4.6.3.

Accessible Parking Space #4- Cross Slope: The cross slope of the accessible parking space exceeds 2%; the slope is 3%. See UFAS § 4.6.3.

Accessible Parking Space #3 - Signage: There is no mounted signage with the International Symbol of Accessibility to designate the accessible parking space for individuals with disabilities. See UFAS §§ 4.6.4; 4.30.5; Figure 43.

Accessible Parking Space #3 - Access Aisle: The accessible parking space does not have an adjacent access aisle that is a minimum of 60” wide; there is no access aisle. See UFAS § 4.6.3; Figure 9.

Accessible Parking Space #3- Slope: The slope of the accessible parking space exceeds 2%; the slope is 2.3%. See UFAS § 4.6.3.

Accessible Parking Space #3- Cross Slope: The cross slope of the accessible parking space exceeds 2%; the slope is 2.3%. See UFAS § 4.6.3.

Accessible Parking Space #4 - Signage: There is no mounted signage with the International Symbol of Accessibility to designate the accessible parking space for individuals with disabilities. See UFAS §§ 4.6.4; 4.30.5; Figure 43.

Accessible Parking Space #4 - Access Aisle: The accessible parking space does not have an adjacent access aisle that is a minimum of 60” wide; there is no access aisle. See UFAS § 4.6.3; Figure 9.

Accessible Parking Space #2 Slope: The slope of the accessible parking space exceeds 2%; the slope is 2.3%. See UFAS § 4.6.3.

Accessible Parking Space #2- Cross Slope: The cross slope of the accessible parking space exceeds 2%; the slope is 2.6%. See UFAS § 4.6.3.

**Accessible Spaces Closest to the Ramp (The spaces are not numbered.)**

Accessible Parking Space #5- Signage: There is no mounted signage with the International Symbol of Accessibility to designate the accessible parking space for individuals with disabilities. See UFAS §§ 4.6.4; 4.30.5; Figure 43.

Accessible Parking Space#6 – Signage - Height: The signage is mounted less than 60” above the space; the signage is mounted 30” above the space. See UFAS § 4.6.4.

Accessible Parking Space #7 is designated as an accessible space. There is no signage mounted See UFAS §§ 4.6.4; 4.30.5; Figure 43.

**Curb Ramp around Parking Lot**

Curb Ramp – Transition: The transition from the curb ramp to the street is not flush and free of abrupt changes; the transition has a 1/2 - 3/4” change in level. See UFAS § 4.7.2.

**Accessible Route**

### **Handrails in Rear of Building (Around the Gazebo):**

Ramp Handrail – Ends: The ends of the handrails by the gazebo, in back of the building, are not rounded or returned smoothly to the floor, wall or post; the handrails end abruptly. See UFAS § 4.8.5(6).

Ramp – Left Handrail – Gripping Surface – Height: The top of the gripping surface by the gazebo in back of the building is not mounted between 30”-34” above the ramp surface; the top of the gripping surface is mounted 36” above the ramp surface. See UFAS § 4.8.5(5).

### **Leasing Office**

Door - Opening Force: The door opening force exceeds 5 lbf; the opening force is 15 lbf. See UFAS § 4.13.11(2)(b).

### **Community Room**

Door - Opening Force: The double door entrance to the community room has an opening force that exceeds 5 lbf; the opening force is 15 lbf. See UFAS § 4.13.11(2)(b).

### **Kitchen**

Door - Opening Force: The first door entrance to the community room kitchen has an opening force that exceeds 5 lbf; the opening force is 10 lbf. See UFAS § 4.13.11(2)(b).

Door - Opening Force: The second door entrance to the community room kitchen has an opening force that exceeds 5 lbf; the opening force is 10 lbf. See UFAS § 4.13.11(2)(b).

Work Surface – Counter Space: There is not at least one 30” wide section of the counter with knee clearance at least 27” high; there is no knee clearance. See UFAS §§ 4.32.3; 4.34.6.4; Figure 50.

Large Sink – Knee Clearance: At the large sink in the kitchen, there is not at least one 30” wide section of the sink and surrounding counter with knee clearance at least 27” high; the knee clearance is 22” high. See UFAS §§ 4.34.6.5(5); 4.24.3; Figure 51(b).

Small Sink – Knee Clearance: At the small sink in the kitchen, there is not at least one 30” wide section of the counter with knee clearance at least 27” high; there is no knee clearance. See UFAS §§ 4.34.6.5(5); 4.24.3; Figure 51(b).

Sink and Surrounding Counter - Height: The sink and surrounding counter by the big sink is mounted more than a maximum height of 34” above the finished floor; the sink and surrounding counter is mounted 37½” above the finished floor and is not adjustable or replaceable as a unit to provide alternative heights of 28”, 32”, and 36”. See UFAS § 4.34.6.5(1); Figure 51.

Sink and Surrounding Counter - Height: The sink and surrounding counter is mounted more than a maximum height of 34” above the finished floor; the sink and surrounding counter is mounted 36” above the finished floor and is not adjustable or replaceable as a unit to provide alternative heights of 28”, 32”, and 36”. See UFAS § 4.34.6.5(1); Figure 51.

Oven - Controls: The oven controls require tight grasping, pinching or twisting of the wrist to operate. See UFAS §§ 4.34.6.7; 4.34.6.3; 4.27.4.

Hot Water/Drain Pipes – Insulation: The hot water and drain pipes are not insulated or otherwise covered; the hot water and drain pipes are partially insulated or covered. See UFAS § 4.24.6.

Wall Cabinet - Height: None of the shelves of the wall cabinets mounted above the work counter to the left of the stove have a maximum height of 48”; the bottom shelf of the wall cabinet is mounted 55” above the finished floor. See UFAS §§ 4.1.2(11); 4.25.3; 4.2.5; 4.34.6.10(1); Figure 50.

Wall Cabinet - Height: None of the shelves of the wall cabinets mounted above the work counter to the right of the stove have a maximum height of 48”; the bottom shelf of the wall cabinet is mounted 57” above the finished floor. See UFAS §§ 4.1.2(11); 4.25.3; 4.2.5; 4.34.6.10(1); Figure 50.

## **Public Restrooms Outside the Community Room**

### **Women’s Restroom**

Signage – Raised or Indented Characters or Symbols: The signage designating the women’s restroom does not have letters that are raised or incised a minimum 1/32”; the characters are flat. See UFAS § 4.30.4.

Signage (Interior) – Mounting Location and Height: The signage is not mounted on the wall adjacent to the latch side of the door at a height of between 54”- 66” above the finished floor; the signage is mounted on the door itself above the finished floor. See UFAS § 4.30.6.

Door - Opening Force: The door opening force exceeds 5 lbf; the opening force is 7 lbf. See UFAS § 4.13.11(2)(b).

Toilet Cover– Side Approach - Reach Range: The highest operable part of the toilet cover dispenser is mounted greater than 54” above the finished floor for a side approach; the highest operable part of the paper towel dispenser is mounted 63” above the finished floor. See UFAS §§ 4.27.3; 4.2.6.

Water Closet - Centerline: The centerline of the water closet is not mounted exactly 18” from the closest side wall; the centerline of the water closet is mounted 25½” from the closest side wall. See UFAS § 4.16.2; Figure 28.

Flush Control: The flush control is not mounted on the wide side of the toilet area. See UFAS § 4.16.5.

Water Closet Stall - Side Grab Bar - Distance from Wall: The clear space between the wall and the side grab bar is not exactly 1½"; the clear space between the wall and the grab bar is 1 3/4". See UFAS §§ 4.17.6; 4.26.2; Figure 39(e).

Water Closet – Side Grab Bar – Diameter: The diameter of the side grab bar is not 1 ¼" to 1 ½"; the diameter of the grab bar is 1". See UFAS § 4.16.4; 4.26.2; Figure 39.

Water Closet – Back Grab Bar – Diameter: The diameter of the back grab bar is not 1 ¼" to 1½"; the diameter of the grab bar is 1". See UFAS § 4.16.4; 4.26.2; Figure 39(e).

Water Closet – Back Grab Bar – Location: The back grab bar is not mounted a maximum of 6" from the side wall; the grab bar is mounted 8" from the side wall. See UFAS § 4.16.4; Figure 30(a).

Water Closet – Back Grab Bar – Length: The back grab bar is not at least 36" long; the grab bar is 31" long. See UFAS § 4.16.4; Figure 29(a).

## **Men's Restroom**

Signage – Raised or Indented Characters or Symbols: The signage designating the men's restroom does not have letters and numbers that are raised or incised a minimum 1/32"; the characters are flat. See UFAS § 4.30.4.

Signage (Interior) – Mounting Location and Height: The signage is not mounted on the wall adjacent to the latch side of the door at a height of between 54"- 66" above the finished floor; the signage is mounted on the door itself above the finished floor. See UFAS § 4.30.6.

Door – Opening Force: The door opening force exceeds 5 lbf; the opening force is 7 lbf. See UFAS § 4.13.11(2)(b).

Toilet Cover – Side Approach – Reach Range: The highest operable part of the toilet cover dispenser is mounted greater than 54" above the finished floor for a side approach; the highest operable part of the toilet cover dispenser is mounted 62 ½" above the finished floor. See UFAS §§ 4.27.3; 4.2.6.

Water Closet – Centerline: The centerline of the water closet is not mounted exactly 18" from the closest side wall; the centerline of the water closet is mounted 21" from the closest side wall. See UFAS § 4.16.2; Figure 28.

Water Closet Stall – Side Grab Bar – Distance from Wall: The clear space between the wall and the side grab bar is not exactly 1½"; the clear space between the wall and the grab bar is 1 3/4". See UFAS §§ 4.17.6; 4.26.2; Figure 39.

Water Closet – Side Grab Bar – Diameter: The diameter of the side grab bar is not between 1¼” and 1½”; the diameter of the grab bar is 1”. See UFAS §§ 4.17.6; 4.26.2; Figure 39.

Water Closet – Back Grab Bar – Length: The back grab bar is not at least 36” long; the grab bar is 31” long. See UFAS § 4.16.4; Figure 29(a).

### **Picnic Area**

Accessible Route – Protruding Object – Reduced Width: The minimum clear width along the accessible route to the picnic area is less than 36”; the width is 18½” due to the location of the gazebo’s ramp. See UFAS §§ 4.3.3; 4.4.1; Figure 8(e).

### **Elevator #1**

Hall Lanterns – Signal: A visible and audible signal at each hoistway entrance, or an in-car lantern located in the elevator car visible from the vicinity of the hall call buttons, is not provided to indicate which car is answering a call. See UFAS § 4.10.4(3); Figure 20.

Floor Plan (Elevator Depth) – Front Side Elevator Doors: The depth of the elevator car is not a minimum of 54”; the depth is 47”. See UFAS § 4.10.9; Figure 22(b).

Visual Car Position Indicator - Visual: A visual car position indicator is not provided above the car control panel or over the door to show the position of the elevator in the hoistway; the car position indicator is on the opposite wall from the car control panel. See UFAS § 4.10.13.

Car Emergency Controls: The emergency controls [emergency alarm and emergency stop] are not mounted with their centerlines no less than 35” above the floor; the emergency controls are mounted 33” above the floor. See UFAS § 4.10.12(3); Figure 23(a) and (b).

### **Elevator #2**

Hall Lanterns – Signal: A visible and audible signal at each hoistway entrance, or an in-car lantern located in the elevator car visible from the vicinity of the hall call buttons, is not provided to indicate which car is answering a call. See UFAS § 4.10.4(3); Figure 20.

Visual Car Position Indicator – Visual: A visual car position indicator is not provided above the car control panel or over the door to show the position of the elevator in the hoistway; the car position indicator is on the opposite wall from the car control panel. See UFAS § 4.10.13.

### **Public Mailboxes**

Mailbox – Forward Approach - Reach Range: The highest operable part of the mailbox is mounted greater than the maximum 48” above the finished floor for a forward approach; the mailbox is mounted 56 ½” above the finished floor. See UFAS § 4.2.5; Figure 5(a).

### **Laundry Room**

Door – Maneuvering Clearance – Head-On Approach/Push Side: The maneuvering clearance at the latch side of the door is not a minimum 12”; the maneuvering clearance is 11”. See UFAS § 4.13.6; Figure 25(a).

Door - Opening Force: The door opening force exceeds 5 lbf; the opening force is 10 lbf. See UFAS § 4.13.11(2)(b).

Sink Handles: The sink handles in the laundry room requires tight grasping, twisting or pinching of the wrist to operate; the door hardware is a knob. See UFAS § 4.27.4.

Sink – Knee Clearance: The knee clearance at the sink is less than 27” high; the knee clearance is 21½”. See UFAS § 4.24.3.

## **Trash Chutes**

### **Floor 7 Trash Chute**

Trash Chute - Hardware: The trash chute hardware requires tight grasping, twisting or pinching of the wrist to operate. See UFAS § 4.27.4.

Door - Opening Force: The door opening force exceeds 5 lbf; the opening force is 14 lbf. See UFAS § 4.13.11(2)(b).

Light Switch: The height of the light switch exceeds 48” above the finished floor; the light switch is mounted 59” above the finished floor. See UFAS §§ 4.1.2(12); 4.2.5; 4.27.3.

Clear Floor Space: The clear floor space for a forward or side approach is less than 30” x 48”; the clear floor space is 44” x 40”. See UFAS §§ 4.24.1; 4.34.2(1).

### **Floor 6 Trash Chute**

Trash Chute - Hardware: The trash chute hardware requires tight grasping, twisting or pinching of the wrist to operate. See UFAS § 4.27.4.

Door - Opening Force: The door opening force exceeds 5 lbf; the opening force is 17lbf. See UFAS § 4.13.11(2)(b).

Light Switch: The height of the light switch exceeds 48” above the finished floor; the light switch is mounted 55” above the finished floor. See UFAS §§ 4.1.2(12); 4.2.5; 4.27.3.

Clear Floor Space: The clear floor space for a forward or side approach is less than 30” x 48”; the clear floor space is 42” x 39”. See UFAS §§ 4.24.1; 4.34.2(1).

### **Floor 5 Tash Chute**

Trash Chute - Hardware: The trash chute hardware requires tight grasping, twisting or pinching of the wrist to operate. See UFAS § 4.27.4.

Door - Opening Force: The door opening force exceeds 5 lbf; the opening force is 15 lbf. See UFAS § 4.13.11(2)(b).

Light Switch: The height of the light switch exceeds 48” above the finished floor; the light switch is mounted 51” above the finished floor. See UFAS §§ 4.1.2(12); 4.2.5; 4.27.3.

Clear Floor Space: The clear floor space for a forward or side approach is less than 30” x 48”; the clear floor space is 44” x 40”. See UFAS §§ 4.24.1; 4.34.2(1).

### **Floor 4 Trash Chute**

Trash Chute - Hardware: The trash chute hardware requires tight grasping, twisting or pinching of the wrist to operate. See UFAS § 4.27.4.

Door - Opening Force: The door opening force exceeds 5 lbf; the opening force is 11lbf. See UFAS § 4.13.11(2)(b).

Clear Floor Space: The clear floor space for a forward or side approach is less than 30” x 48”; the clear floor space is 44” x 39”. See UFAS §§ 4.24.1; 4.34.2(1).

### **Floor 3 Trash Chute**

Trash Chute - Hardware: The trash chute hardware requires tight grasping, twisting or pinching of the wrist to operate. See UFAS § 4.27.4.

Door - Opening Force: The door opening force exceeds 5 lbf; the opening force is 15 lbf. See UFAS § 4.13.11(2)(b).

Clear Floor Space: The clear floor space for a forward or side approach is less than 30” x 48”; the clear floor space is 44”. See UFAS §§ 4.24.1; 4.34.2(1).

### **Floor 2 Trash Chute**

Trash Chute- Hardware: The trash chute hardware requires tight grasping, twisting or pinching of the wrist to operate. See UFAS § 4.27.4.

Door - Opening Force: The door opening force exceeds 5 lbf; the opening force is 16½ lbf. See UFAS § 4.13.11(2)(b).

Clear Floor Space: The clear floor space for a forward or side approach is less than 30” x 48”; the clear floor space is 27” x 43”. See UFAS §§ 4.24.1; 4.34.2(1).

## **Unit #102**

## **Entrance Door**

Door - Opening Force: The door opening force exceeds 5 lbf; the opening force is 11 lbf. See UFAS § 4.13.11(2)(b).

## **Living Room**

Thermostat - Forward Approach – Reach Range: The highest operable part of the thermostat in the living room is mounted greater than the maximum 48” above the finished floor for a forward approach; the highest operable part of the thermostat is mounted 55½” above the finished floor. See UFAS § 4.2.5; Figure 5(a).

## **Bedroom**

Closet – Clothes Rod – Height: The clothes rod is mounted greater than the maximum height of 54” above the finished floor, the clothes rod is mounted 64” above the finished floor. See UFAS § 4.25.3; Figure 38.

Closet – Shelf – Height: The closet shelf is mounted greater than the maximum height of 54” above the finished floor; the shelf is mounted 66 ¾” above the finished floor. See UFAS §§ 4.25.3; 4.2.6; Figure 38.

Thermostat - Forward Approach – Reach Range: The highest operable part of the thermostat in the bedroom is mounted greater than the maximum 48” above the finished floor for a forward approach; the highest operable part of the thermostat is mounted 55 1/2” above the finished floor. See UFAS § 4.2.5; Figure 5(a).

## **Bathroom**

Door – Maneuvering Clearance – Front Approach/Pull Side: The maneuvering clearance at the latch side of the door is not a minimum 18”; the maneuvering clearance is 7”. See UFAS § 4.13.6; Figure 25(a).

Water Closet - Centerline: The centerline of the water closet (toilet) is not mounted exactly 18” from the closest side wall; the centerline of the water closet is mounted 15” from the closest side wall. See UFAS § 4.34.5.2; Figure 47(a).

Water Closet - Side Grab Bar – Length and Location: The side grab bar is not a minimum 42” long, and between 33” – 36” above the finished floor; the side grab bar is 16” long and is mounted 32” above the floor. See UFAS § 4.34.5.2(3); Figure 29(b).

Water Closet – Side Grab Bar - Width: The width of the grab bar is not 1¼” to 1½”; the width of the grab bar is 1”. See UFAS §§ 4.34.5.2(3); 4.26.2; Figure 39(e).

Water Closet – Side Grab Bar – Distance From Wall: The space between the wall and the grab bar is not exactly 1 ½”; the distance is 2”. See UFAS §§ 4.34.5.2(3); 4.26.2; Figure 39.

Water Closet – Back Grab Bar – Length and Location: The back grab bar is not a minimum 36” long, mounted no more than 6” from the side wall and between 33” – 36” above the finished floor; there is no grab bar. See UFAS § 4.34.5.2(3); Figure 29(a); Figure 30.

Water Closet Clear Floor Space: The side approach clear floor space is not at least 56” deep x 48” wide; there is insufficient clear floor space for a side approach. See UFAS § 4.34.5.2(1); Figure 47(a).

Mirror: The bottom edge of the reflecting surface of the mirror is mounted greater than 40” above the finished floor; the bottom edge is mounted 42” above the finished floor. See UFAS §§ 4.34.5.3(1); 4.22.6; 4.19.6; Figure 31.

Medicine Cabinet - Height: The bottom usable shelf of the medicine cabinet is mounted greater than 44” above the finished floor; the shelf is mounted 45” above the finished floor. See UFAS § 4.34.5.3(3).

Shower Controls – Height: The shower controls are not mounted between 38” – 48” above the shower stall floor; the shower controls are mounted 33” above the shower stall floor. See UFAS § 4.21.5; Figure 37(b).

Shower Stall – Side Grab Bar - Width: The width of the grab bar is not between 1 ¼” and 1½”; the width of the grab bar is 1”. See UFAS §§ 4.34.5.5(3); 4.26.2; Figure 39(e).

Shower Stall - Side Grab Bar – Length and Location: The side grab bar does not extend the length of the wall and is not mounted between 33” and 36” above the floor; the grab bar is mounted 32” above the floor. See UFAS § 4.34.5.5(3); Figure 37(b).

Shower Stall - Grab Bars: There are not grab bars mounted on the back, side and control walls that are mounted between 33”-36” above the finished floor; there is no grab bar mounted on the back wall. See UFAS § 4.34.5.5(3); Figures 37(b).

Shower Stall – Control Wall Grab Bar - Length: The control wall grab bar does not extend the length of the wall and is mounted vertically. See UFAS § 4.34.5.5(3); Figure 37(b).

## **Kitchen**

Accessible Route – Hallway - Width: The minimum clear width along the accessible route to the unit kitchen is less than 36”; the clear width is 35½”. See UFAS § 4.3.3; Figure 7(a).

Clearance – Opposing Cabinets: The clearance between all opposing base cabinets, counter tops, appliances or walls is less than the minimum 40” clearance; the clearance is 32”. See UFAS § 4.34.6.1.

Work Surface – Counter Space: There is not at least one 30” wide section of the counter with knee clearance at least 27” high; there is no knee clearance. See UFAS §§ 4.32.3; 4.34.6.4; Figure 50.

Oven: The oven is not self-cleaning or located adjacent to an accessible (34”) or adjustable height counter with a 30” minimum width clear open space below for knees; there is a cabinet below the 30” wide counter. See UFAS § 4.34.6.7; Figure 52.

Wall Cabinet - Height: The height of at least one shelf of all wall cabinets mounted above the work counter exceeds the maximum height of 48” above the finished floor; the bottom shelf of the wall cabinet is mounted 50” above the finished floor. See UFAS § 4.34.6.10(1); Figure 50.

## **Unit 702**

### **Front Closet**

Door - Hardware: The door hardware requires tight grasping, twisting or pinching of the wrist to operate; the door hardware is a knob. See 2010 ADA Standards § 309.4; 404.2.7.

### **Living Room**

Thermostat - Forward Approach – Reach Range: The highest operable part of the thermostat in the Living Room is mounted greater than the maximum 48” above the finished floor for a forward approach; the highest operable part of the thermostat is mounted 57½” above the finished floor. See UFAS § 4.2.5; Figure 5(a).

### **Bedroom**

Thermostat - Forward Approach – Reach Range: The highest operable part of the thermostat in the bedroom is mounted greater than the maximum 48” above the finished floor for a forward approach; the highest operable part of the thermostat is mounted 57 ½” above the finished floor. See UFAS § 4.2.5; Figure 5(a).

Closet – Clothes Rod and Closet Shelf – Height: The clothes rod and closet shelf are mounted greater than the maximum height of 54” above the finished floor, the clothes rod is mounted 64” above the finished floor and the closet shelf is mounted 64 ¾” above the finished floor. See UFAS § 4.25.3; Figure 38.

Closet-Bedroom: Closet is 24” deep and the clear opening is 15”, which is less than the minimum 20” clear opening required under UFAS. See UFAS § 4.13.5.

### **Bathroom**

Door – Maneuvering Clearance – Head-On Approach/Pull Side: The maneuvering clearance at the latch side of the door is not a minimum 18”; the maneuvering clearance is 7½”. See UFAS § 4.13.6; Figure 25(a).

Water Closet - Centerline: The centerline of the water closet (toilet) is not mounted exactly 18” from the closest side wall; the centerline of the water closet is mounted 15” from the closest side wall. See UFAS § 4.34.5.2; Figure 47(a).

Water Closet – Clear Floor Space: There is insufficient clear floor space for a side approach because the side approach clear floor space is not at least 56” deep x 48” wide. See UFAS § 4.34.5.2(1); Figure 47(a).

Water Closet - Side Grab Bar - Height: The centerline of the side grab bar is not mounted between 33”-36” above the finished floor; the grab bar is mounted 32” above the finished floor. See UFAS § 4.34.5.2(3); Figure 29(b).

Water Closet – Side Grab Bar - Space: The clear space between the wall and the grab bar is not exactly 1½”; the clear space between the wall and the grab bar is 2½”. See UFAS §§ 4.34.5.2(3); 4.26.2; Figure 39(e).

Water Closet - Side Grab Bar - Diameter: The diameter of the gripping surface of the grab bar is not between 1¼”-1½”; the diameter of the grab bar is 1”. See UFAS §§ 4.34.5.2(3); 4.26.2; Figure 39(e).

Water Closet - Side Grab Bar – Length and Location: The side grab bar is not a minimum 42” long; the grab bar is 17” long. See UFAS § 4.34.5.2(3); Figure 29(b).

Lavatory - Hot Water/Drain Pipes - Insulation: The hot water and drain pipes under the lavatory are not insulated or otherwise covered. See UFAS §§ 4.34.5.3(1); 4.22.6; 4.19.4.

Mirror: The bottom edge of the reflecting surface of the mirror is mounted greater than 40” above the finished floor; the bottom edge is mounted 46” above the finished floor. See UFAS §§ 4.34.5.3(1); 4.22.6; 4.19.6; Figure 31.

Medicine Cabinet - Height: The bottom usable shelf of the medicine cabinet is mounted greater than 44” above the finished floor; the shelf is mounted 46” above the finished floor. See UFAS § 4.34.5.3(3).

Shower Controls – Height: The shower controls are not mounted between 38” – 48” above the shower stall floor; the shower controls are mounted 34 1/2” above the shower stall floor. See UFAS § 4.21.5; Figure 37(b).

Shower Control: The shower control requires tight grasping, pinching or twisting of the wrist to operate; the faucets are knobs. See UFAS §§ 4.19.5; 4.27.4.

Shower Stall – Side Grab Bar - Width: The width of the grab bar is not between 1¼” and 1½”; the width of the grab bar is 1”. See UFAS §§ 4.34.5.2(3); 4.26.2; Figure 39(e).

Shower Stall - Side Grab Bar - Location: The side grab bar must extend the length of the wall; the grab bar does not extend the length of the wall. See UFAS § 4.34.5.5(3); Figure 37(b).

Shower Stall - Grab Bars: Grab bars must be mounted on the back, side and control walls between 33”-36” above the finished floor; there is no grab bar mounted on the back wall. See UFAS § 4.34.5.5(3); Figures 37(b).

Shower Stall – Control Wall Grab Bar - Length: The control wall grab bar must extend the length of the wall; the grab bar does not extend the length of the wall and is mounted vertically. See UFAS § 4.34.5.5(3); Figure 37(b).

## **Kitchen**

Clearance – Opposing Cabinets: The clearance between all opposing base cabinets, counter tops, appliances or walls is less than the minimum 40” clearance; the clearance is 34”. See UFAS § 4.34.6.1.

Work Surface – Counter Space: There is not at least one 30” wide section of the counter with knee clearance at least 27” high; there is no knee clearance. See UFAS §§ 4.32.3; 4.34.6.4; Figure 50.

Oven - Controls - Location: The oven controls are not located on the front panel; the controls are located on the back panel. See UFAS § 4.34.6.7.

Wall Cabinet - Height: The height of at least one shelf of all wall cabinets mounted above the work counter exceeds the maximum height of 48” above the finished floor; the bottom shelf of the wall cabinet is mounted 50” above the finished floor. See UFAS § 4.34.6.10(1); Figure 50.

**Rollingcrest Village Apartments**  
**5631-5675 Sargent Road; 1376-1410 Chillum Road**  
**Hyattsville, MD**

The review was conducted to check compliance with accessibility requirements under Section 504 of the Rehabilitation Act of 1973 (Section 504), 29 U.S.C. § 794 and the Americans with Disabilities Act (ADA), 42 U.S.C. § 12131 et seq. This included accessibility requirements under the applicable accessibility standards, including the Uniform Federal Accessibility Standards (UFAS). Note the violations identified in this report cite to UFAS and although the 2010 ADA standards are not cited, many violations in this report are also violations of the 2010 ADA standards. The HUD review team conducted the review on March 13, 2018.

The review included an accessibility survey of Rollingcrest Village Apartments a 40-unit mixed population (elderly/disabled) apartment complex, containing 40 one-bedroom units. The units are located in two separate developments one on Sargent Road which contains the manager's office, community room and kitchen, public restroom and laundry room and the other development is on Chillum road. Rollingcrest was constructed in 1974. HAPGC conducted modernization in 1994 and the bid included Section 504 work at this property, including accessible parking, curb ramps, the community room kitchen and public restroom, and laundry room. Additionally, the gazebos at both developments were installed in 1994. In 2016, two units were rehabbed to become mobility accessible units and while on site in March 2018 an additional unit was being remodeled to become a mobility accessible unit.

The accessibility survey measured the accessible route, parking lots, manager office, community room, laundry room and two designated mobility accessible units both one-bedroom at the Sargent road development, units #5641 and 5643.

The Accessibility Report is provided to the Housing Authority of Prince George's County as a guide to identify items at Rollingcrest apartments that are not fully accessible or in compliance with the Uniform Federal Accessibility Standards (UFAS).

## **Common Areas**

### **Accessible Parking – Sargent Road – Noncompliant**

Access Aisle #1 – Slope: The slope of the access aisle exceeds 2%; the slope is 2.4". See UFAS § 4.6.3.

Access Aisle #1 – Cross Slope: The cross slope of the access aisle exceeds 2%; the cross slope is 5.6%. See UFAS § 4.6.3.

Accessible Parking Space #1 – Slope: The slope of the accessible parking space exceeds 2%; the slope is 3.6%. See UFAS § 4.6.3.

Accessible Parking Space #2 – Signage: There is no mounted signage with the International Symbol of Accessibility to designate the accessible parking space for individuals with disabilities. See UFAS §§ 4.1.1(7)(a); 4.6.4; 4.30.5; Figure 43.

Accessible Parking Space #2 – Slope: The slope of the accessible parking space exceeds 2%; the slope is 4.3%. See UFAS § 4.6.3.

Accessible Parking Space #2 – Cross Slope: The cross slope of the accessible parking space exceeds 2%; the slope is 3.8%. See UFAS § 4.6.3.

Access Aisle #2 – Slope: The slope of the access aisle exceeds 2%; the slope is 4.6”. See UFAS § 4.6.3.

Access Aisle #2 – Cross Slope: The cross slope of the access aisle exceeds 2%; the cross slope is 5.0%. See UFAS § 4.6.3.

### **Accessible Route to Dwelling Units – Sargent Road – Noncompliant**

Curb Ramp – Slope: The slope of the curb ramp exceeds 8.33%; the slope of the curb ramp is 11.6%. See UFAS §§ 4.7.2; 4.8.2.

Curb Ramp – Transition: The transition from the curb ramp to the street is not flush and free of abrupt changes. See UFAS §§ 4.5.2; 4.7.2.

Accessible Route from the Parking Lot to Units and Office – Cross Slope: The cross slope of the accessible route in front of unit 5635 exceeds 2%; the cross slope is 5.0%. See UFAS § 4.3.7.

Accessible Route from the Parking Lot to Units and Office – Slope: The slope of the accessible route in front of unit 5657 exceeds 5%; the slope is 5.5%. See UFAS § 4.3.7.

### **Accessible Parking to Dwelling Units – Chillum Road – Noncompliant**

Accessible Parking Space – Signage: There is no mounted signage with the International Symbol of Accessibility to designate the accessible parking space for individuals with disabilities. See UFAS §§ 4.6.4; 4.30.5; Figure 43.

Accessible Parking Space – Access Aisle – Width: The width of the access aisle is less than a minimum 60”; the width of the access aisle is 52 ½”. See UFAS § 4.6.3; Figure 9.

### **Accessible Route to Dwelling Units – Chillum Road – Noncompliant**

Ramp – Slope Near Top: The slope of the ramp is greater than 8.33%; the slope is 10.7%. See UFAS § 4.8.2.

Ramp – Handrails: The ramp has a slope greater than 5% and a horizontal projection greater than 72” and does not have continuous handrails on both sides of the ramp segment. See UFAS §§ 4.8.1; 4.8.5.

### **Accessible Route from Laundry Room, Office, and Community Room to the Dwelling Units on Chillum Road – Noncompliant**

Accessible Route – Steps: There is not an accessible route from the office, community room, laundry room and dwelling units on Sargent Road to the dwelling units on Chillum Road; tenants must use steps and traverse a parking lot between developments. See UFAS § 4.3.8.

### **Gazebo on Sargent Road - Noncompliant**

Accessible Route – Width: The minimum clear width along the accessible route is less than 32” the clear width at the entrance to the gazebo is 23”. See UFAS § 4.2.1.

### **Gazebo on Chillum Road – Noncompliant**

Accessible Route – Width: The minimum clear width along the accessible route is less than 32”; the clear width at the entrance to the gazebo is 22”. See UFAS § 4.2.1.

### **Laundry Room – Sargent Road**

Table/Work Surface – Height: The height of the table is not between 28” – 34” above the finished floor; the height of the table is 37 ¾” above the finished floor. See UFAS § 4.32.4.

### **Community Kitchen – Sargent Road – Noncompliant**

Kitchen Sink and Surrounding Counter – Height: The sink counter is mounted greater than the maximum height of 34” above the finished floor; the counter is mounted 36 ½” above the finished floor. See UFAS § 4.24.2.

Sink – Knee Clearance: The base cabinet is not removable under the full 30” wide section of the sink. See UFAS § 4.24.3.

Kitchen Counter Work Surface – Base Cabinet: There is no accessible kitchen counter work surface; there are base cabinets underneath all counter work surfaces. See UFAS § 4.34.6.4(2).

Wall Cabinet – Height: The height of at least one shelf of all wall cabinets mounted above the work counter exceeds the maximum height of 48” above the finished floor; the bottom shelf of the wall cabinet is mounted 55 ½” (36 ½” + 19”) above the finished floor. See UFAS § 4.34.6.10(1); Figure 50.

Range/Cooktop/Oven – Controls – Location: The range/cooktop/oven controls are not located on the front panel; the controls are located on the back panel where it requires someone to reach across burners. See UFAS § 4.34.6.6; 4.34.6.7.

## **Public Restroom – Unisex – Sargent Road – Noncompliant**

Signage (Interior) – Mounting Location and Height: The signage is not mounted on the wall adjacent to the latch side of the door at a height of between 54”- 66” above the finished floor; the signage is mounted on the door. See UFAS §§ 4.1.1(7)(d); 4.30.6.

Lavatory – Knee Clearance (Bowl) – Height: There is not a minimum knee clearance of at least 27” measured from the floor to the bottom of the bowl; the clearance is 26”. See UFAS §§ 4.22.6; 4.19.2; Figure 31.

Toilet Paper Dispenser – Mounting Location: The toilet paper dispenser is not mounted no more than 36” from the back wall, starting at the edge farthest from the back wall; the toilet paper dispenser is mounted 43” from the back wall. See UFAS § 4.16.6; Figure 29(b); Figure 47(b).

Flush Control: The flush control is not mounted on the wide side of the toilet area. See UFAS § 4.16.5.

Water Closet – Side Grab Bar – Location: The side grab bar is not mounted no more than 12” from the rear wall; the grab bar is mounted 12 ½” from the rear wall. See UFAS § 4.16.4; Figure 29(b).

## **Unit 5643 Sargent Road – Designated Mobility Accessible Unit - One Bedroom**

Accessible Route – Width: The minimum clear width along the accessible route leading to the unit is less than 36”; the clear width is 35 ½”. See UFAS §§ 4.34.2(1); 4.34.2(15); 4.3.3.

Door – Hardware: The hardware requires tight grasping, tight pinching, or twisting of the wrist to operate; the hardware is a knob. See UFAS §§ 4.34.2(9); 4.13.9.

Door – Threshold: The threshold is greater than ½” with a beveled edge; the threshold is ¾” with no beveled edge. See UFAS §§ 4.34.2(6); 4.13.8; 4.5.2.

## **Bathroom – Noncompliant**

Water Closet – Centerline: The centerline of the water closet is not mounted exactly 18” from the closest side wall; the water closet is located between the sink and the shower and not next to a wall. See UFAS § 4.34.5.2; Figure 47(a).

Water Closet – Side Grab Bar – Height: The centerline of the side grab bar is not mounted between 33”-36” above the finished floor; the grab bar is mounted 30 ½” above the finished floor. See UFAS § 4.34.5.2(3); Figure 29(b).

Water Closet – Side Grab Bar – Space: The clear space between the wall and the grab bar is not exactly 1½”; there is no side wall. See UFAS §§ 4.34.5.2(3); 4.26.2; Figure 39(e).

Water Closet – Side Grab Bar – Length: The side grab bar is not a minimum 42” long, the grab bar is 33 ½”. See UFAS § 4.34.5.2(3); Figure 29(b).

Water Closet – Back Grab Bar – Location: The back-grab bar is not mounted no more than 6” from the side wall; the back-grab bar is not mounted next to the side wall. See UFAS § 4.34.5.2(3); Figure 30(a).

Water Closet – Back Grab Bar – Length and Location: The back grab bar is not a minimum 36” long; the grab bar is 32 ½”. See UFAS § 4.34.5.2(3); Figure 29(a).

Toilet Paper Dispenser – Location: The toilet paper dispenser is not mounted on the side grab bar wall; it is mounted on the back wall because there is no side wall. See UFAS § 4.34.5.2(4); Figure 47(b).

Lavatory – Knee Clearance (Bowl) – Height: At a point 8” back from the front edge of the lavatory there is not a minimum knee clearance of at least 27” measured from the floor to the bottom of the bowl; the clearance is 26”. See UFAS §§ 4.34.5.3(1); 4.22.6; 4.19.2; Figure 31.

Shower Stall (30” x 60”) – Curb: The height of the curb into the shower stall is more than ½” and is not ramped. See UFAS §§ 4.34.5.5(1); 4.5.2; 4.8.

### **Kitchen – Noncompliant**

Work Surface – Height: The counter/work surface is mounted greater than the maximum height of 34” above the finished floor; the counter/work surface is mounted 34 ½” above the finished floor. See UFAS § 4.34.6.4(1); Figure 50(b).

Sink and Surrounding Counter – Height: The sink and surrounding counter is mounted more than a maximum height of 34” above the finished floor; the sink and surrounding counter is mounted 36” above the finished floor. See UFAS § 4.34.6.5(1); Figure 51.

Sink – Faucet Controls: The faucets require tight grasping, pinching or twisting of the wrist to operate; the faucets are knobs. See UFAS §§ 4.34.6.5(4); 4.19.5; 4.27.4.

Oven: The oven is not self-cleaning or located adjacent to an accessible (34”) or adjustable height counter with a 30” minimum width clear open space below for knees; the counter is located a distance from the oven. See UFAS § 4.34.6.7; Figure 52.

Range Hood Fan Controls: The highest operable part of the range hood fan control is mounted greater than 54” above the finished floor for a side approach; the highest operable part of the range hood fan control is mounted 62” above the finished floor. See UFAS §§ 4.34.6; 4.27.3; 4.2.6.

Wall Cabinet – Height: The height of at least one shelf of all wall cabinets mounted above the work counter exceeds the maximum height of 48” above the finished floor; the bottom shelf of

the wall cabinet is mounted 50 ½” above the finished floor (34 ½” counter + 16” to bottom shelf). See UFAS § 4.34.6.10(1); Figure 50.

**Unit 5641 Sargent Road – Designated Mobility Accessible Unit - One Bedroom**

**Note:** This unit was recently renovated. The review team did not measure the unit only took photos. It appears that there are similar violations as were in designated mobility accessible unit # 5643. For example, the toilet is not located next to a wall; it is located in between the sink and shower.

**Central Gardens II  
6802 Central Avenue  
Capitol Heights, MD**

The review was conducted to check compliance with accessibility requirements under Section 504 of the Rehabilitation Act of 1973 (Section 504), 29 U.S.C. § 794 and the Americans with Disabilities Act (ADA), 42 U.S.C. § 12131 et seq. This included accessibility requirements under the applicable accessibility standards, including the Uniform Federal Accessibility Standards (UFAS). Note the violations identified in this report cite to UFAS and although the 2010 ADA standards are not cited, many violations in this report are also violations of the 2010 ADA standards. The HUD review team conducted the review on March 14, 2018 and March 15, 2018. The review included an accessibility survey of Central Gardens II, a PBV property containing 172 total units, 103 PBV units, and four designated accessible units.

The accessibility survey measured the accessible parking spaces, accessible routes, the community center, community kitchen, public restroom, leasing office, mailboxes, laundry room in building 6810, and Unit 101 in Building 6810 (a designated accessible one bedroom).

The Accessibility Report is provided to the Housing Authority of Prince George's County as a guide to identify items at Central Gardens II that are not fully accessible or in compliance with the Uniform Federal Accessibility Standards (UFAS).

**Parking**

**Accessible Parking at Rear of Property**

Accessible Parking Space #2 - Access Aisle: The accessible parking space does not have an adjacent access aisle that is a minimum of 60" wide and the parking space is not 156" wide; there is no access aisle and the space is 106" wide. See UFAS § 4.6.3; Figure 9.

**Accessible Parking Spaces Near the Dumpster**

Accessible Parking Space #1- Slope: The slope of the accessible parking space exceeds 2%; the slope is 3.0%. See UFAS § 4.6.3.

Accessible Parking Space - Cross Slope: The cross slope of the accessible parking space exceeds 2%; the slope is 2.4%. See UFAS § 4.6.3.

**Accessible Parking at Front of Leasing Office**

Accessible Parking Space- Slope: The slope of the accessible parking space exceeds 2%; the slope is 3.3%. See UFAS § 4.6.3.

Accessible Parking Space - Cross Slope: The cross slope of the accessible parking space exceeds 2%; the slope is 3.4%. See UFAS § 4.6.3.

## **Accessible Parking Near Pool**

Accessible Parking Space #1- Cross Slope: The cross slope of the accessible parking space exceeds 2%; the slope is 3.9%. See UFAS § 4.6.3.

Accessible Parking Space #2 - Cross Slope: The cross slope of the accessible parking space exceeds 2%; the slope is 2.3%. See UFAS § 4.6.3.

Accessible Parking Space #3- Signage: There is no mounted signage with the International Symbol of Accessibility to designate the accessible parking space for individuals with disabilities. See UFAS §§ 4.6.4; 4.30.5; Figure 43.

Accessible Parking Space #3- Cross Slope: The cross slope of the accessible parking space exceeds 2%; the slope is 2.6%. See UFAS § 4.6.3.

Accessible Parking Space #3 - Access Aisle: The accessible parking space does not have an adjacent access aisle that is a minimum of 60" wide; there is no access aisle; further, the parking space is not 156" wide; it is 110" wide. See UFAS § 4.6.3; Figure 9.

Accessible Parking Space #4 - Access Aisle: The accessible parking space does not have an adjacent access aisle that is a minimum of 60" wide; there is no access aisle; further, the parking space is not 156" wide; it is 107" wide. See UFAS § 4.6.3; Figure 9.

Accessible Parking Space #4 – Cross Slope: The cross slope of the accessible parking space exceeds 2%; the slope is 3.1%. See UFAS § 4.6.3.

Accessible Parking Space#4 – Signage - Height: The signage is mounted less than 60" above the space; the signage is mounted 54" above the space. See UFAS § 4.6.4.

## **Accessible Route**

Ramp - Cross Slope: The cross slope of the curb ramp from the parking lot leading to the leasing office (near the first green sign pointing to the leasing office) is greater than 2%; the cross slope is 4.4%. See UFAS § 4.8.6.

Accessible Route - Width: The minimum clear width along the accessible route from the sidewalk all the way to the back area of the property is less than 36"; the clear width is 35". See UFAS §§ 4.34.2(3); 4.3.3.

Accessible Route – Cross Slope: The cross slope of the accessible route from the sidewalk near the leasing office all the way to the back area of the property exceeds 2%; the cross slope is 2.4%. See UFAS § 4.3.7.

Accessible Route from the Back of Development to Office - Slope: The slope of the accessible route from the accessible parking space in the rear of the building to the back entrance exceeds 5%; the slope is 6.1%. See UFAS § 4.3.7.

## **Community Center**

**Accessible Route - Width:** The minimum clear width along the accessible route from the sidewalk leading to the community room entrance is less than 36"; the clear width is 32-34". See UFAS §§ 4.34.2(3); 4.3.3.

**Door - Threshold:** The threshold is greater than 1/2" with a beveled edge; the threshold is 1" high without a ramp. See UFAS §§ 4.13.8; 4.5.2.

**Door - Hardware:** The door hardware requires tight grasping, twisting or pinching of the wrist to operate; the door hardware is a knob. See UFAS § 4.13.9.

**Door - Width:** The door does not have a minimum clear opening width of 32" measured between the face of the door to the opposite stop with the door open 90 degrees; the door width is 31". See UFAS § 4.13.5; Figure 24.

## **Kitchen**

**Work Surface – Height:** The counter/work surface is mounted greater than the maximum height of 34" above the finished floor; the counter/work surface is mounted 36" above the finished floor and is not adjustable or replaceable as a unit to provide alternative heights of 28", 32" and 36". See UFAS § 4.34.6.4(1); Figure 50(b).

**Wall Cabinet - Height:** The height of at least one shelf of all wall cabinets mounted above the work counter exceeds the maximum height of 48" above the finished floor; the bottom shelf of the wall cabinet is mounted 57" above the finished floor. See UFAS § 4.34.6.10(1); Figure 50.

**Sink – Knee Space:** The clear knee space under the sink is less than 30" wide and 19" deep; there is no clear knee space. See UFAS § 4.34.6.5(7); Figure 51.

**Oven:** The oven is not self-cleaning or located adjacent to an accessible (34") or adjustable height counter with a 30" minimum width clear open space below for knees; there is no knee clearance. See UFAS § 4.34.6.7; Figure 52.

**Oven - Controls – Forward Approach – Reach Range:** The highest operable part of the stove fan controls are mounted greater than the maximum 48" above the finished floor for a forward approach; the fan controls are mounted 66" above the ground. See UFAS § 4.2.5; Figure 5(a).

## **Public Restroom**

**Accessible Restroom – Signage (Interior) – Mounting Location and Height:** The accessible restroom is not marked by signage with the International Symbol of Accessibility not mounted on the wall adjacent to the latch side of the door at a height of between 54"- 66" above the finished floor; there is no signage. See UFAS §§ 4.1.1(7)(d); 4.30; Figure 43.

Door - Threshold: The threshold is greater than ½” with a beveled edge; the threshold is 1” high with no ramp. See UFAS §§ 4.13.8; 4.5.2.

Lavatory – Counter - Height: The lavatory counter surface is mounted greater than 34” above the finished floor; the lavatory counter is mounted 36” above the finished floor. See UFAS § 4.19.2.

Lavatory – Hot Water/Drain Pipes – Insulation: The hot water and drain pipes under the lavatory are not insulated or otherwise covered. See UFAS §§ 4.34.5.3(1); 4.22.6; 4.19.4.

Mirror: The bottom edge of the reflecting surface of the mirror is mounted greater than 40” above the finished floor; the bottom edge is mounted 56” above the finished floor. See UFAS §§ 4.34.5.3(1); 4.22.6; 4.19.6; Figure 31.

Water Closet - Centerline: The centerline of the water closet is not mounted exactly 18” from the closest side wall; the centerline of the water closet is mounted 17” from the closest side wall. See UFAS § 4.16.2; Figure 28.

Toilet Paper Dispenser – Mounting Location: The toilet paper dispenser is not mounted no more than 36” from the back wall, starting at the edge farthest from the back wall; the toilet paper dispenser is mounted 58½” from the back wall, on the wall opposite the toilet. See UFAS § 4.16.6; Figure 29(b); Figure 47(b).

Water Closet Stall - Side Grab Bar – Length and Location: The side grab bar is not at least 40” long mounted no more than 12” from the rear wall, and 33”-36” above the finished floor; there is no side grab bar. See UFAS § 4.17.6; 4.26.2; Figure 30(d); Figure 39(e).

Water Closet Stall - Back Grab Bars – Length and Location: There is no back grab bar that is at least 36” long mounted no greater than 6” from the side wall, and 33”-36” above the finished floor. See UFAS § 4.17.6; Figure 30(a); Figure 30(c).

### **Leasing Office**

Door - Threshold: The threshold is greater than ½” with a beveled edge; the threshold is 1” high with no ramp. See UFAS §§ 4.13.8; 4.5.2.

Table/Work Surface - Height: The height of the table is not between 28” – 34” above the finished floor; the height of the table is 36 ½” above the finished floor. See UFAS §§ 4.32.4; 7.2.

### **Conference Room**

Door – Width: The door does not have a minimum clear opening width of 32” measured between the face of the door to the opposite stop with the door open 90 degrees; the door width is 28”. See UFAS § 4.13.5.

Door - Hardware: The door hardware requires tight grasping, twisting or pinching of the wrist to operate; the door hardware is a knob. See UFAS § 4.13.9.

## **Building 6810**

### **Laundry Room**

Door - Opening Force: The door opening force exceeds 5 lbf; the opening force is 13 lbf. See UFAS § 4.13.11(2)(b).

Door – Maneuvering Clearance – Head-On Approach/Pull Side: The maneuvering clearance at the latch side of the door is not a minimum 18”; the maneuvering clearance is 8”. See UFAS § 4.13.6; Figure 25(a).

Washing Machine: The washing machine is not front loading; the washing machine is top loading. See UFAS § 4.34.7.2.

Laundry Room Folding Table - Height: The height of the top of the table or work surface is not between 28”- 34” above the finished floor; the height of the table is 40” above the finished floor. See UFAS § 4.32.4.

Accessible Route - Width: The minimum clear width along the accessible route to get inside of the laundry room is less than 32”; the clear width is 28½”. See UFAS §§ 4.2.1; 4.34.2(3).

## **Building 6810**

### **Unit 101**

#### **Entrance Door**

Accessible Route – Steps: There is not an accessible route; there are steps, including a 9” step at the entrance. See UFAS § 4.3.8.

Door - Hardware: The door hardware requires tight grasping, twisting or pinching of the wrist to operate; the door hardware is a knob. See UFAS § 4.13.9.

Door – Hardware – Forward Approach – Reach Range: The height of the door hardware exceeds 48” above the finished floor for a forward approach; the knocker is mounted 59 3/4” above the finished floor. See UFAS § 4.2.5; Figure 5(a).

Peephole: The peephole is mounted 60” above the finished floor and does not provide a view of the exterior for wheelchair users. See ADA 2010 Standards 809.5.5.2 and Advisory Note.

#### **Living Room**

Thermostat - Forward Approach – Reach Range: The highest operable part of the thermostat in the Living Room is mounted greater than the maximum 48” above the finished floor for a forward approach; the highest operable part of the thermostat is mounted 57” above the finished floor. See UFAS § 4.2.5; Figure 5(a).

Closet – Clothes Rod – Height: The clothes rod is mounted greater than the maximum height of 54” above the finished floor, the clothes rod is mounted 64” above the finished floor. See UFAS § 4.25.3; Figure 38.

Closet – Shelf – Side Approach - Reach Range: The closet shelf is mounted greater than 54” above the finished floor for a side approach; the closet shelf is mounted 67” above the finished floor. See UFAS §§ 4.25.3; 4.2.6; Figure 6(a).

## **Bathroom**

Door- Threshold: The threshold is greater than ½” with a beveled edge; the threshold is 1” high with no ramp. See UFAS §§ 4.13.8; 4.5.2.

Water Closet Clear Floor Space: The front approach clear floor space is not at least 66” deep x 48” wide; and there is no side approach. See UFAS § 4.34.5.2(1) Figure 47(a).

Water Closet – Side Grab Bar – Diameter: The diameter of the grab bar is not between 1 ¼” and 1 ½”; the diameter is 1”. See UFAS §§ 4.34.5.2(3); 4.26.2; Figure 39(e).

Water Closet – Side Grab Bar - Space: The clear space between the wall and the grab bar is not exactly 1½”; the clear space between the wall and the grab bar is 3 1/4”. See UFAS §§ 4.34.5.2(3); 4.26.2; Figure 39(e).

Water Closet - Side Grab Bar – Length and Location: The side grab bar is not a minimum 42” long, mounted no more than 12” from the back wall. The side grab bar is 19” long and is mounted 22” from the back wall. See UFAS § 4.34.5.2(3); Figure 29(b).

Water Closet – Back Grab Bar – Length and Location: The back grab bar is not a minimum 36” long, mounted no more than 6” from the side wall and between 33” – 36” above the finished floor; there is no grab bar. See UFAS § 4.34.5.2(3); Figure 29(a); Figure 30(a).

Mirror: The bottom edge of the reflecting surface of the mirror is mounted greater than 40” above the finished floor; the bottom edge is mounted 50½” above the finished floor. See UFAS §§ 4.34.5.3(1); 4.22.6; 4.19.6; Figure 31.

Medicine Cabinet - Height: The bottom usable shelf of the medicine cabinet is mounted greater than 44” above the finished floor; the shelf is mounted 50½” above the finished floor. See UFAS § 4.34.5.3(3).

Bathtub - Shower Spray Unit: The shower spray unit does not have a hose at least 60” long that can be used as a fixed shower head or as a hand-held shower; the shower spray unit is fixed and does not have a hose. See UFAS § 4.34.5.4(5).

Bathtub – Back Grab Bars (2) - Location: There are not two 24” minimum length grab bars mounted no more than 12” from the foot of the tub; there is only one grab bar. See UFAS § 4.34.5.4(3); Figure 34(a).

Bathtub –Foot of Tub Grab Bar – Length and Location: The Foot of Tub grab bar is not a minimum of 24” long, and mounted between 33” – 36” above the finished floor; there is no Foot of Tub grab bar. See UFAS § 4.34.5.4(3); Figure 34.

Bathtub – Head of Tub Grab Bar – Diameter: The grab bar diameter is not between 1 ¼” and 1 ½”; the diameter is 1”. See UFAS § 4.26.2; Figure 39.

Bathtub – Head of Tub Grab Bar – Space Between Grab Bar and Wall: The space between the grab bar and the wall is not 1 ½” exactly. The space is 3 ¼”. See UFAS § 4.26.2; Figure 39.

Bathtub – Seat: The tub does not have an in-tub seat or a seat at the head end of the tub. See UFAS § 4.20.3.

## **Kitchen**

Clearance – Opposing Cabinets: The clearance between all opposing base cabinets, counter tops, appliances or walls is less than the minimum 40” clearance; the clearance is 35”. See UFAS § 4.34.6.1.

Work Surface – Height: The counter/work surface is mounted greater than the maximum height of 34” above the finished floor; the counter/work surface is mounted 36” above the finished floor and is not adjustable or replaceable as a unit to provide alternative heights of 28”, 32” and 36”. See UFAS § 4.34.6.4(1); Figure 50(b).

Sink and Surrounding Counter – Counter Space: There is not at least one 30” wide section of the sink and surrounding counter area with knee clearance at least 27” high; there is no knee clearance. See UFAS §§ 4.34.6.5(1); 4.24.3.

Sink and Surrounding Counter - Height: The sink and surrounding counter is mounted more than a maximum height of 34” above the finished floor; the sink and surrounding counter is mounted 36.25” above the finished floor and is not adjustable or replaceable as a unit to provide alternative heights of 28”, 32”, and 36”. See UFAS § 4.34.6.5(1); Figure 51.

Oven: The oven is not self-cleaning or located adjacent to an accessible (34”) or adjustable height counter with a 30” minimum width clear open space below for knees; the adjacent counter is 36 1/4” tall and has no knee clearance. See UFAS § 4.34.6.7; Figure 52.

Wall Cabinet - Height: The height of at least one shelf of all wall cabinets mounted above the work counter exceeds the maximum height of 48” above the finished floor; the bottom shelf of the wall cabinet is mounted 58” above the finished floor. See UFAS § 4.34.6.10(1); Figure 50.

**Newton Green  
5300 Newton Street  
Bladensburg, MD**

The review was conducted to check compliance with accessibility requirements under Section 504 of the Rehabilitation Act of 1973 (Section 504), 29 U.S.C. § 794 and the Americans with Disabilities Act (ADA), 42 U.S.C. § 12131 et seq. This included accessibility requirements under the applicable accessibility standards, including the Uniform Federal Accessibility Standards (UFAS). Note the violations identified in this report cite to UFAS and although the 2010 ADA standards are not cited, many violations in this report are also violations of the 2010 ADA standards. The HUD review team conducted the review on March 14, 2018.

The review included an accessibility survey of Newton Green Apartments a 78-unit 62+ apartment complex, containing 63 one-bedroom units and 15 two-bedroom units. Although Newton Green is owned by a private landlord, the property must comply with Section 504 due to receiving federal financial assistance by having Project Based Vouchers (PBV), see 24 C.F.R. § 983.102. Newton Green was constructed in 2008.

The accessibility survey measured the accessible route, parking lot, laundry room, community room, elevator, trash chute and one designated mobility accessible unit #410.

The Accessibility report is provided to the Housing Authority of Prince George's County as a guide to identify items at Newton Green that are not fully accessible or in compliance with the Uniform Federal Accessibility Standards (UFAS).

## **Common Areas**

### **Accessible Route – Noncompliant**

Accessible Access Aisle – Signage: There is a mounted sign at the top of the access aisle obstructing the accessible route from the access aisle to the front entrance. See UFAS §§ 4.3; 4.63.

### **Accessible Parking – Noncompliant**

Accessible Parking Space #1 – Slope: The slope of the accessible parking space exceeds 2%; the slope is 2.8%. See UFAS § 4.6.3.

Access Aisle #1 – Cross Slope: The cross slope of the access aisle exceeds 2%; the cross slope is 2.7%. See UFAS § 4.6.3.

Accessible Parking Space #2 – Slope: The slope of the accessible parking space exceeds 2%; the slope is 2.5%. See UFAS § 4.6.3.

Accessible Parking Space #2 – Cross Slope: The cross slope of the accessible parking space exceeds 2%; the slope is 2.3%. See UFAS § 4.6.3.

Access Aisle #2 – Cross Slope: The cross slope of the access aisle exceeds 2%; the cross slope is 2.9%. See UFAS § 4.6.3.

### **Accessible Route From Accessible Parking to Front Entrance – Noncompliant**

Accessible Route from the Access Aisle to the Building Entrance – Cross Slope: The cross slope of the accessible route from the accessible parking space to the building entrance exceeds 2%; the cross slope is 2.5%. See UFAS § 4.3.7.

Accessible Route from the Access Aisle to the Building Entrance – Cross Slope: The cross slope of the accessible route closest to the building entrance exceeds 2%; the cross slope is 6.2%. See UFAS § 4.3.7.

### **Public Restrooms – Men’s Room – Noncompliant**

Signage (Interior) – Mounting Location and Height: The signage is not mounted at a height of between 54”- 66” above the finished floor; the signage is mounted between 47” – 55 ¾” above the finished floor. See UFAS §§ 4.1.1(7)(d); 4.30.6.

Door – Hardware: The door hardware requires tight grasping, twisting or pinching of the wrist to operate; the door hardware is a knob. See UFAS § 4.13.9.

Door – Opening Force: The door opening force exceeds 5 lbs.; the opening force is 15 lbs. See UFAS § 4.13.11(2)(b).

Lavatory – Knee Clearance (Apron) – Height: There is not a minimum knee clearance of at least 29” measured between the floor and the bottom of the apron of the lavatory; the clearance is 28 5/8”. See UFAS § 4.19.2; Figure 31.

Lavatory – Knee Clearance (Bowl) – Height: There is not a minimum knee clearance of at least 27” measured from the floor to the bottom of the bowl; the clearance is 26”. See UFAS § 4.19.2; Figure 31.

Paper Towel Dispenser – Forward Approach – Reach Range: The highest operable part of the paper towel dispenser is mounted greater than the maximum 48” above the finished floor for a forward approach; the paper towel dispenser is mounted 58” above the finished floor. See UFAS § 4.2.5; Figure 5(a).

Water Closet – Centerline: The centerline of the water closet is not mounted exactly 18” from the closest side wall; the centerline of the water closet is mounted 16” from the closest side wall. See UFAS § 4.16.2; Figure 28.

Toilet Paper Dispenser – Mounting Location: The toilet paper dispenser is not mounted no more than 36” from the back wall, starting at the edge farthest from the back wall; the toilet paper dispenser is mounted 46” from the back wall. See UFAS § 4.16.6; Figure 29(b) and 47(b).

Water Closet Stall – Back Grab Bars – Location: The back-grab bar is not mounted no greater than 6” from the side wall; the grab bar is mounted 6 ½” from the side wall. See UFAS § 4.16.4; Figure 30(a).

### **Elevator – Noncompliant**

Car Emergency Controls: There are no emergency controls [emergency alarm and emergency stop] that are grouped at the bottom of the panel; the emergency controls are grouped at the top of the panel. See UFAS § 4.10.12(3); Figure 23(a) and (b).

### **Laundry Room – Noncompliant**

Door – Maneuvering Clearance – Head-On Approach/Pull Side: The maneuvering clearance at the latch side of the door is not a minimum 18”; the maneuvering clearance is 12 ½”. See UFAS § 4.13.6; Figure 25(a).

Door – Opening Force: The door opening force exceeds 5 lbs.; the opening force is 11 lbs. See UFAS § 4.13.11(2)(b).

### **Trash Chute – Noncompliant**

Door – Opening Force: The door opening force exceeds 5 lbs.; the opening force is 15 lbs. See UFAS § 4.13.11(2)(b).

### **Community Room – Noncompliant**

Door – Opening Force: The door opening force exceeds 5 lbs.; the opening force is 12 lbs. See UFAS § 4.13.11(2)(b).

### **Fitness Center – Noncompliant**

Door – Opening Force: The door opening force exceeds 5 lbs.; the opening force is 10 lbs. See UFAS § 4.13.11(2)(b).

### **Unit #410 – Designated Mobility Accessible Unit - One Bedroom**

Entrance to Unit – Door – Opening Force: The door opening force exceeds 5 lbs.; the opening force is 6 lbs. See UFAS §§ 4.34.2(6); 4.13.11(2)(b).

### **Bathroom – Noncompliant**

Water Closet – Side Grab Bar – Height: The centerline of the side grab bar is not mounted between 33”-36” above the finished floor; the grab bar is mounted 36 ½” above the finished floor. See UFAS § 4.34.5.2(3); Figure 29(b).

Mirror: The bottom edge of the reflecting surface of the mirror is mounted greater than 40” above the finished floor; the bottom edge is mounted 41 ¼” above the finished floor. See UFAS §§ 4.34.5.3(1); 4.22.6; 4.19.6; Figure 31.

Medicine Cabinet – Height: The bottom usable shelf of the medicine cabinet is mounted greater than 44” above the finished floor; the shelf is mounted 48” above the finished floor (34” + 14”). See UFAS § 4.34.5.3(3).

Bathtub – Shower Spray Unit: The shower spray unit does not have a hose at least 60” long that can be used as a fixed shower head or as a hand-held shower; the shower spray unit is fixed and does not have a hose. See UFAS § 4.34.5.4(5).

Bathtub – Controls: The controls are not mounted below the grab bar; the controls are mounted to the side of the grab bar. See UFAS § 4.34.5.4(4); Figure 34.

Bathtub – Seat: A securely-mounted in-tub seat or a seat at the head of the tub is not provided. See UFAS §§ 4.34.5.4(2); 4.26.3; Figure 33.

Bathtub – Foot Grab Bar – Height: The centerline of the grab bar is not mounted between 33”-36” above the finished floor; the grab bar is mounted 27 ¼” above the finished floor (18” + 9¼”). See UFAS § 4.34.5.4(3); Figure 34(a).

Bathtub – Foot Grab Bar - Length: The grab bar at the foot of the tub is not at least 24” in length; the grab bar is 12” long. See UFAS § 4.34.5.4(3); Figure 34(a).

Bathtub – Back Grab Bars (2) – Location: The two grab bars are not mounted a maximum of 12” from the foot of the tub; the grab bars are mounted 15” from the foot of the tub. See UFAS § 4.34.5.4(3); Figure 34(a).

## **Kitchen – Noncompliant**

Hot Water/Drain Pipes – Insulation: The hot water and drain pipes are not insulated or otherwise covered; the hot water and drain pipes are not insulated or covered. See UFAS § 4.34.6.5(8).

Range Hood Fan Controls: The highest operable part of the range hood fan control is mounted greater than 54” above the finished floor for a side approach; the highest operable part of the range hood fan control is mounted 60” above the finished floor. See UFAS §§ 4.34.6.3; 4.27.3.

Dishwasher – Controls: The dishwasher controls require tight grasping, pinching or twisting of the wrist to operate. See UFAS §§ 4.34.6.9; 4.34.6.3; 4.27.4.

**Note**: The designated mobility accessible unit has a doorbell for the hearing and vision impaired. If the designated mobility accessible units and designated sensory accessible units are the same units this is a violation under the HUD Section 504 regulation which requires a minimum of 5% of the total units to be made accessible for persons with mobility impairments and an additional

2% of total units to be made accessible for persons with vision or hearing impairments at 24 C.F.R. §§ 8.22 and 8.23.

**Park Tanglewood Apartments**  
**5309 Riverdale Road**  
**Riverdale, MD 20737**

The review was conducted to check compliance with accessibility requirements under Section 504 of the Rehabilitation Act of 1973 (Section 504), 29 U.S.C. § 794 and the Americans with Disabilities Act (ADA), 42 U.S.C. § 12131 et seq. This included accessibility requirements under the applicable accessibility standards, including the Uniform Federal Accessibility Standards (UFAS). Note the violations identified in this report cite to UFAS and although the 2010 ADA standards are not cited, many violations in this report may also be violations of the 2010 ADA standards. The HUD review team conducted the review on March 14, 2018.

The review included an accessibility survey of Park Tanglewood apartments, a family complex containing studio, one- and two-bedroom units. The property is owned by a private landlord that participates in the Housing Authority of Prince George's County (HAPGC) Housing Choice Voucher (HCV) and Project Based Voucher (PBV) housing programs. Although Park Tanglewood is owned by a private landlord, the property must comply with Section 504 due to receiving federal financial assistance by having Project Based Vouchers (PBV).

The review team conducted an accessibility survey of the elevator, laundry room and one designated accessible mobility unit #216; and a partial survey of the parking area.

The Accessibility Report is provided to the HAPGC as a guide to identify some items at Park Tanglewood apartments that are not fully accessible or in compliance with the Uniform Federal Accessibility standards (UFAS).

## **Common Areas**

### **Parking-Noncompliant**

Accessible Parking Spaces – Location: The designated accessible parking spaces are not located closest to the nearest designated accessible entrance. See UFAS § 4.6.2.

Curb Ramp – Location: A curb ramp is not provided wherever an accessible route crosses a curb; there is not a curb ramp located in front of the entrance. See UFAS § 4.7.1.

### **Laundry Room - Noncompliant**

Door - Hardware: The door hardware requires tight grasping, twisting or pinching of the wrist to operate; the door hardware is a knob. See UFAS § 4.13.9.

Table/Work Surface - Height: The height of the table is not between 28" – 34" above the finished floor; the height of the table is 44 ¼" above the finished floor. See UFAS § 4.32.4.

### **Unit #216**

#### **Entrance Door-Noncompliant**

Door - Opening Force: The door opening force exceeds 5 lbf; the opening force is 12 lbf. See UFAS §§ 4.34.2(6); 4.13.11(2)(b).

### **Living Room - Noncompliant**

Thermostat – Side Approach – Reach Range: The highest operable part of the thermostat in the living room is mounted greater than the maximum 54” above the finished floor for a side approach; the highest operable part of the thermostat is mounted 57½” above the finished floor. See UFAS § 4.2.6; Figures 6(a) and 6(b).

### **Kitchen - Noncompliant**

Sink and Surrounding Counter – Base Cabinet: The base cabinet provided under the sink is not removable under the full 30” wide minimum frontage; there is a fixed cabinet mounted beneath the sink. See UFAS § 4.34.6.5(5); Figure 51.

Range – Controls: The range controls require tight grasping, pinching or twisting of the wrist to operate. See UFAS §§ 4.34.6.6; 4.34.6.3; 4.27.4.

Oven: The oven is not self-cleaning or located adjacent to an accessible 34” or adjustable height counter with a 30” minimum width clear open space below for knees; there is a cabinet below the 30” wide counter. See UFAS § 4.34.6.7; Figure 52.

### **Bathroom – Noncompliant**

Water Closet - Centerline: The centerline of the water closet is not mounted exactly 18” from the closest side wall; the centerline of the water closet is mounted 17 ½” from the closest sidewall. See UFAS § 4.34.5.2(1); Figure 47(a).

Toilet Paper Dispenser – Location: The edge farthest from the back wall of the toilet paper dispenser is mounted more than 36” from the back wall; the toilet paper dispenser is mounted 42 ¼” from the back wall. See UFAS § 4.34.5.2(4); Figure 47(b).

Lavatory – Base Cabinet: The cabinet under the lavatory is not removable. See UFAS §§ 4.34.5.3(2); 4.22.6.

**Regency Lane  
6816 Walker Mill Road  
Capitol Heights, MD**

The review was conducted to check compliance with accessibility requirements under Section 504 of the Rehabilitation Act of 1973 (Section 504), 29 U.S.C. § 794 and the Americans with Disabilities Act (ADA), 42 U.S.C. § 12131 et seq. This included accessibility requirements under the applicable accessibility standards, including the Uniform Federal Accessibility Standards (UFAS). Note the violations identified in this report cite to UFAS and although the 2010 ADA standards are not cited, many violations in this report are also violations of the 2010 ADA standards. The HUD review team conducted the review on March 14, 2018.

The review included an accessibility survey of Regency Lane, a Moderate Rehabilitation property containing 172 units.

The accessibility survey measured the accessible parking spaces, accessible routes, leasing office, Building 6816 Unit 101, and the laundry room and Unit 201 in Building 6826.

The Accessibility Report is provided to the Housing Authority of Prince George's County as a guide to identify items at Regency Lane that are not fully accessible or in compliance with the Uniform Federal Accessibility Standards (UFAS).

**Parking**

**Near Leasing Office**

Accessible Parking One Space - Access Aisle: The accessible parking space does not have an adjacent access aisle that is a minimum of 60" wide; there is no access aisle and the space is less than 156" wide; it is 107" wide. See UFAS § 4.6.3; Figure 9.

Accessible Parking Space - Cross Slope: The cross slope of the accessible parking space exceeds 2%; the slope is 2.9 %. See UFAS § 4.6.3.

**Near Building # 6856**

Accessible Parking Space - Cross Slope: The cross slope of the accessible parking space exceeds 2%; the slope is 2.3 %. See UFAS § 4.6.3.

Accessible Parking Space - Access Aisle: The accessible parking space does not have an adjacent access aisle that is a minimum of 60" wide; there is no access aisle and the space is less than 156" wide; it is 109" wide. See UFAS § 4.6.3; Figure 9.

Accessible Parking Space - Signage: There is no mounted signage with the International Symbol of Accessibility to designate the accessible parking space for individuals with disabilities. See UFAS §§ 4.6.4; 4.30.5; Figure 43.

Accessible Route – Accessible Parking Spaces to the Building Entrance – Curb Ramp: The change in level along the accessible route is greater than 1/2”, the ramp does not have flared sides, and a parked vehicle would obstruct the ramp. See UFAS §§ 4.3.8; 4.5.2; 4.6.3; 4.7.5; Figure 12(a).

### **Near Building # 6808**

Accessible Parking Space - Access Aisle: The accessible parking space does not have an adjacent access aisle that is a minimum of 60” wide; there is no access aisle and the space is less than 156” wide, it is 108” wide. See UFAS § 4.6.3; Figure 9.

Accessible Route – Accessible Parking Spaces to the Building Entrance – Change in Level: The change in level along the accessible route is greater than 1/2”; the change in level is a sidewalk curb without a curb cut. See UFAS §§ 4.3.8; 4.5.2; 4.7; Figure 12(a).

### **Near Building # 6830**

Accessible Parking Space #1 - Access Aisle: The accessible parking space does not have an adjacent access aisle that is a minimum of 60” wide; there is no access aisle and the space is less than 156” wide; it is 108” wide. See UFAS § 4.6.3; Figure 9.

Accessible Parking Space #2 - Access Aisle: The accessible parking space does not have an adjacent access aisle that is a minimum of 60” wide; there is no access aisle and the space is less than 156” wide. See UFAS § 4.6.3; Figure 9; it is 106” wide.

Accessible Parking Space - Signage: There is no mounted signage with the International Symbol of Accessibility to designate the accessible parking space for individuals with disabilities. See UFAS §§ 4.6.4; 4.30.5; Figure 43.

Accessible Route – Accessible Parking Spaces to the Building Entrance – Change in Level: The change in level along the accessible route is greater than 1/2”; the change in level is a sidewalk curb without a curb cut. See UFAS §§ 4.3.8; 4.5.2; 4.7; Figure 12(a).

## **Accessible Route To Leasing Office**

Accessible Route from the Access Aisle #1 to the Building Entrance - Slope: The slope of the accessible route from the accessible parking space in the rear of the building to the back entrance exceeds 5%; the slope is 6.7%. See UFAS § 4.3.7.

Accessible Route to Building -Handrails: The accessible route has a running slope greater than 5% and is therefore considered a ramp; the ramp has a horizontal projection greater than 72”; and does not have handrails on both sides of the ramp segment. See UFAS §§ 4.3.7; 4.8.1; 4.8.5.

Accessible Route from the Access Aisle #3 to the Building Entrance - Slope: The slope of the accessible route from the accessible parking space in the rear of the building to the back entrance exceeds 5%; the slope is 5.3%. See UFAS § 4.3.7.

Accessible Route #3 – Cross Slope: The cross slope of the accessible route exceeds 2%; the cross slope is 3.5%). See UFAS § 4.3.7.

Accessible Routes (At the ramp) – Cross Slope: The cross slope of the accessible route exceeds 2%; the cross slope is 3.8%). See UFAS § 4.3.7.

### **Leasing Office**

Door - Hardware: The door hardware requires tight grasping, twisting or pinching of the wrist to operate; the door hardware is a knob. See UFAS § 4.13.9.

Door (Existing Construction) (Exterior Sliding) - Threshold: The threshold is greater than  $\frac{3}{4}$ " with a beveled edge; the threshold is 1" high with no beveled edge. See UFAS §§ 4.13.8; 4.5.2.

Accessible Route – Steps: There is not an accessible route to the entrance to the office; there is a  $5\frac{1}{2}$ " high step at the entrance. See UFAS § 4.3.8.

Door – Width: The door does not have a minimum clear opening width of 32" measured between the face of the door to the opposite stop with the door open 90 degrees; the door width is 28". See UFAS §§ 4.13.5; Figure 24(b).

### **Building # 6816** **Unit 101**

Door - Hardware: The door hardware requires tight grasping, twisting or pinching of the wrist to operate; the door hardware is a knob. See UFAS § 4.13.9.

Peephole: The peephole is mounted 59" above the finished floor and does not provide a view of the exterior for wheelchair users. See ADA 2010 Standards 809.5.5.2 and Advisory Note.

Door – Hardware: The height of the door hardware exceeds 48" above the finished floor; the door lock is mounted 52" above the finished floor and the door knocker 57" above the finished floor. See UFAS § 4.13.9.

Door - Threshold: The threshold is greater than  $\frac{1}{2}$ " with a beveled edge; the threshold is 1" high with no beveled edge. See UFAS §§ 4.13.8; 4.5.2.

Door - Opening Force – Inner Door: The door opening force exceeds 5 lbf; the opening force is 13 lbf. See UFAS § 4.13.11(2)(b).

## **Hallway**

Closet – Clothes Rod – Height: The clothes rod is mounted greater than the maximum height of 54” above the finished floor, the clothes rod is mounted 62” above the finished floor. See UFAS § 4.25.3; Figure 38.

## **Bedroom**

Door - Opening Force: The door opening force exceeds 5 lbf; the opening force is 8 lbf. See UFAS § 4.13.11(2)(b).

Door - Hardware: The door hardware requires tight grasping, twisting or pinching of the wrist to operate; the door hardware is a knob. See 2010 ADA Standards § 309.4; 404.2.7.

Door - Width: The door does not have a minimum clear opening width of 32” measured between the face of the door to the opposite stop with the door open 90 degrees; the door width is 28”. See UFAS § 4.13.5; Figure 24; 4.34.2(15).

Closet Door – Width: The depth of the hall closet is greater than 24” and does not have a minimum clear opening width of 32” measured between the face of the door to the opposite stop with the door open 90 degrees; the door width is 22 ½”. See UFAS § 4.13.5.

Closet – Clothes Rod – Height: The clothes rod is mounted greater than the maximum height of 54” above the finished floor, the clothes rod is mounted 64” above the finished floor. See UFAS § 4.25.3; Figure 38.

## **Bathroom**

Door - Opening Force: The door opening force exceeds 5 lbf; the opening force is 8 lbf. See UFAS § 4.13.11(2)(b).

Door - Hardware: The door hardware requires tight grasping, twisting or pinching of the wrist to operate; the door hardware is a knob. See 2010 ADA Standards § 309.4; 404.2.7.

Door - Width: The door does not have a minimum clear opening width of 32” measured between the face of the door to the opposite stop with the door open 90 degrees; the door width is 23”. See UFAS § 4.13.5; Figure 24; 4.34.2(6).

Water Closet - Centerline: The centerline of the water closet is not mounted exactly 18” from the closest side wall; the toilet is located between the lavatory and bathtub. See UFAS § 4.34.5.2; Figure 47(a).

Water Closet – Back Grab Bar – Length and Location: The back grab bar is not a minimum 36” long, mounted no more than 6” from the side wall and between 33” – 36” above the finished floor; the water closet does not have a back grab bar. See UFAS §§ 4.34.5.2(3); 4.26.2; Figure 29(a); Figure 30(a); Figure 39(e).

Water Closet - Side Grab Bar – Length and Location: The side grab bar is not a minimum 42” long, extending a minimum of 54” from the back wall, mounted no more than 12” from the back wall, and between 33” – 36” above the finished floor; there is no grab bar. See UFAS §§ 4.26.2; 4.34.5.2(3); Figure 29(b); Figure 39.

Toilet Paper Dispenser – Mounting Location: The toilet paper dispenser is not mounted no more than 36” from the back wall, starting at the edge farthest from the back wall; there is no dispenser. See UFAS §§ 4.16.6; 4.34.5.2(4); Figure 29(b); Figure 47(b).

Clear Floor Turning Space: The space required for a wheelchair to make a 180-degree turn is a clear floor space of 60” diameter or a T-shaped space. The clear floor space is less than 60” in diameter and the space is not T-shaped. See UFAS §§ 4.34.2(2); 4.2.3; Fig. 3; Figure 47.

Lavatory – Knee Clearance (Apron) - Height: There is not a minimum knee clearance of at least 29” measured between the floor and the bottom of the apron of the lavatory; there is no knee clearance. See UFAS § 4.19.2; Figure 31.

Lavatory – Clear Floor Space: The clear floor space in front of the lavatory for a forward approach is less than 30” x 48”; the clear floor space is 45”, and the door blocks the space. See UFAS §§ 4.19.3; 4.2.4; Figure 32.

Lavatory – Faucets: The faucets require tight grasping, pinching or twisting of the wrist to operate; the faucets are knobs. See UFAS §§ 4.19.5; 4.27.4.

Bathtub – Controls: The controls are not “off-center;” the controls are in the center. See UFAS § 4.34.5.4(4); Figure 34.

Bathtub – Shower Unit: The bathtub does not have a shower spray unit with a hose at least 60” long; the shower head is fixed. See UFAS § 4.34.5.4(5).

Bathtub – Controls: The controls require tight grasping, pinching or twisting of the wrist to operate. See UFAS § 4.27.4.

Bathtub – Grab Bars and Seat: There are no grab bars mounted on the head, back, and foot walls that are mounted between 33” – 36” above the finished floor; there is no second back wall grab bar mounted 9” above the top of the tub; and there is no seat. See UFAS §§ 4.20.3; 4.34.5.4(2) and (3); Figure 34; Figure 34.

## **Kitchen**

The minimum clear width of an accessible route is at least 36” wide. There is no accessible route to the kitchen because the width is 28 1/2” from the dining room. See UFAS § 4.34.6; 4.34.2(13); 4.3.3; Fig. 7; Fig 8(e).

Clearance – Opposing Cabinets: The clearance between all opposing base cabinets, counter tops, appliances or walls is less than the minimum 40” clearance; the clearance is 30 ½”. See UFAS § 4.34.6.1.

Clear Floor Turning Space: The space required for a wheelchair to make a 180-degree turn is a clear floor space of 60” diameter or a T-shaped space. The clear floor space is less than 60” in diameter and the space is not T-shaped. See UFAS §§ 4.34.2(2); 4.2.3; Fig. 3.

Sink and Surrounding Counter - Height: The sink and surrounding counter is mounted more than a maximum height of 34” above the finished floor; the sink and surrounding counter is mounted 36” above the finished floor and is not adjustable or replaceable as a unit to provide alternative heights of 28”, 32”, and 36”. See UFAS § 4.34.6.5(1); Figure 51.

Sink and Surrounding Counter – Counter Space: There is not at least one 30” wide section of the sink and surrounding counter area with knee clearance at least 27” high; there is no knee clearance. See UFAS §§ 4.24.3; 4.34.6.5(1).

Oven: The oven is not self-cleaning or located adjacent to an accessible (34”) or adjustable height counter with a 30” minimum width clear open space below for knees; there is no knee clearance and the adjacent counter is 36” tall. See UFAS §§ 4.34.6.4; 4.34.6.7; Figure 50; Figure 52.

Oven - Controls - Location: The oven controls are not located on the front panel; the controls are located on the back panel. See UFAS § 4.34.6.7.

Dishwasher - Controls: The dishwasher controls require tight grasping, pinching or twisting of the wrist to operate. See UFAS §§ 4.34.6.9; 4.34.6.3; 4.27.4.

Wall Cabinet - Height: The height of at least one shelf of all wall cabinets mounted above the work counter exceeds the maximum height of 48” above the finished floor; the bottom shelf of the wall cabinet is mounted 62” (near the sink) and wall cabinet is mounted 58” (near the stove) above the finished floor. See UFAS § 4.34.6.10(1); Figure 50.

Thermostat - Forward Approach – Reach Range: The highest operable part of the thermostat in the living room is mounted greater than the maximum 48” above the finished floor for a forward approach; the highest operable part of the thermostat is mounted 59 ½” above the finished floor. See UFAS § 4.2.5; Figure 5(a).

## **Laundry Room**

### **Building # 6826**

Accessible Route – Steps: There is not an accessible route to the entrance to the building; there is an 8” high step at the entrance. See UFAS § 4.3.8.

Accessible Route – Steps: There is not an accessible route from the building entrance to the laundry room; there are steps leading to the laundry room. See UFAS § 4.3.8.

Washing Machine: The washing machine is not front loading; the washing machine is top loading. See UFAS § 4.34.7.2.

## **Unit 201**

Accessible Route - Steps: There is not an accessible route to the unit; there are stairs leading up to the entrance. UFAS § 4.3.8.

Door - Hardware: The door hardware requires tight grasping, twisting or pinching of the wrist to operate; the door hardware is a knob. See UFAS § 4.13.9.

Door – Hardware: The height of the door hardware exceeds 48” above the finished floor; the door hardware is mounted 50” above the finished floor. See UFAS § 4.13.9.

Peephole: The peephole is mounted 58” above the finished floor and does not provide a view of the exterior for wheelchair users. See ADA 2010 Standards 809.5.5.2 and Advisory Note.

Door – Hardware: The height of the door hardware exceeds 48” above the finished floor; the door knocker is mounted 56” above the finished floor. See UFAS §§ 4.13.9; 4.2.5; Figure 5(a).

Door - Opening Force: The door opening force exceeds 5 lbf.; the opening force is 6 lbf. See UFAS § 4.13.11(2)(b).

## **Bedroom**

Door - Hardware: The door hardware requires tight grasping, twisting or pinching of the wrist to operate; the door hardware is a knob. See 2010 ADA Standards § 309.4; 404.2.7.

Door - Width: The door does not have a minimum clear opening width of 32” measured between the face of the door to the opposite stop with the door open 90 degrees; the door width is 28”. See UFAS § 4.13.5; Figure 24; 4.34.2(15).

Closet – Clothes Rod – Height: The clothes rod is mounted greater than the maximum height of 54” above the finished floor, the clothes rod is mounted 62” above the finished floor. See UFAS § 4.25.3; Figure 38.

## **Living Room**

Accessible Route -- Door – Threshold/Step: The threshold at the door to the rear patio is greater than  $\frac{3}{4}$ ” with a beveled edge; the threshold has a 3 ½” high step without a ramp. See UFAS §§ 4.13.8; 4.5.2; 4.3.8.

## **Bathroom**

Water Closet - Centerline: The centerline of the water closet is not mounted exactly 18” from the closest side wall; the centerline of the water closet is mounted more than 18” from the closest side wall, because the toilet is located between the bathtub and the sink. See UFAS § 4.34.5.2; Figure 47(a).

Water Closet – Back Grab Bar – Length and Location: The back grab bar is not a minimum 36” long, mounted no more than 6” from the side wall and between 33” – 36” above the finished floor; the water closet does not have a back grab bar. See UFAS § 4.34.5.2(3); 4.26.2; Figure 29(a); Figure 30(a); Figure 39(e).

Water Closet - Side Grab Bar – Length and Location: The side grab bar is not a minimum 42” long, mounted no more than 12” from the back wall, and between 33” – 36” above the finished floor; there is no grab bar. See UFAS § 4.34.5.2(3); 4.26.2, Figure 29(b); Figure 39(e).

Clear Floor Turning Space: The space required for a wheelchair to make a 180-degree turn is a clear floor space of 60” diameter or a T-shaped space. The clear floor space is less than 60” in diameter and the space is not T-shaped. See UFAS § § 4.34.2(2); 4.2.3; Fig. 3.

Lavatory – Knee Clearance (Apron) - Height: There is not a minimum knee clearance of at least 29” measured between the floor and the bottom of the apron of the lavatory; there is no knee clearance. See UFAS § 4.19.2; Figure 31.

Lavatory – Faucets: The faucets require tight grasping, pinching or twisting of the wrist to operate; the faucets are knobs. See UFAS §§ 4.19.5; 4.27.4.

Mirror: The bottom edge of the reflecting surface of the mirror is mounted greater than 40” above the finished floor; the bottom edge is mounted 49” above the finished floor. See UFAS § 4.19.6; Figure 31.

Medicine Cabinet - Height: The bottom usable shelf of the medicine cabinet is mounted greater than 44” above the finished floor; the shelf is mounted 51 ½” above the finished floor. See UFAS § 4.34.5.3(3).

Bathtub – Shower Unit: The bathtub does not have a shower spray unit with a hose at least 60” long; the shower head is fixed. See UFAS § 4.34.5.4(5).

Bathtub – Tub Faucet Controls: The controls are not operable with one hand without requiring tight grasping or twisting; the controls are knobs. See UFAS § 4.34.5.4(4); 4.27.4.

Bathtub – Seat: The tub does not have an in-tub seat or a seat at the head end of the tub. See UFAS § 4.20.3.

Bathtub - Foot Grab Bar – Height: The centerline of the grab bar is not mounted between 33”- 36” above the finished floor; there is no grab bar mounted above the finished floor. See UFAS § 4.34.5.4(3); Figure 34(a).

Bathtub – Grab Bar at Head of Tub- Height: The centerline of the top grab bar is not mounted between 33” - 36” above the finished floor; the grab bar is mounted 38” above the finished floor. See UFAS § 4.34.5.4(3); Figure 34(a).

Bathtub – Bottom Back Grab Bar - Height: The bottom grab bar is not mounted 9” above the rim of the tub; the grab bar is mounted 7” above the rim of the tub. See UFAS § 4.34.5.4(3); Figure 34(a).

Bathtub – Back Grab Bars – There are not two 24” minimum length grab bars mounted no more than 12” from the foot of the tub; there is only one grab bar. See UFAS § 4.34.5.4(3); Figure 34(a).

Bathtub – Grab Bar at Head of Tub - Space From Wall: The clear space between the wall and the grab bar is not exactly 1½””; the clear space between the wall and the grab bar is 1 ¾”. See UFAS §§ 4.34.5.4(3); 4.26.2; Figure 39(e).

Bathtub – Bottom Back Grab Bar – Space from Wall: The clear space between the wall and the grab bar is not exactly 1 ½””; the clear space between the wall and the grab bar is 1 ¾”. See UFAS §§ 4.34.5.4(3); 4.26.2; Figure 39(e).

Bathtub – Back Grab Bars (2) - Length: Two back grab bars are not provided that are a minimum of 24” in length; the back grab bar is 19” long. See UFAS § 4.34.5.4(3); Figure 34(a).

Light Switch - Forward Approach – Reach Range: The highest operable part of the light switch in the bathroom is mounted greater than the maximum 48” above the finished floor for a forward approach; the highest operable part of the light switch is mounted 55” above the finished floor. See UFAS § 4.2.5; Figure 5(a).

## **Kitchen**

Accessible Route - Kitchen - Width: The minimum clear width along the accessible route is less than 36””; the clear width is 29”. See UFAS § 4.3.3; Figure 7(a).

Sink and Surrounding Counter - Height: The sink and surrounding counter is mounted more than a maximum height of 34” above the finished floor; the sink and surrounding counter is mounted 36” above the finished floor and is not adjustable or replaceable as a unit to provide alternative heights of 28”, 32”, and 36”. See UFAS § 4.34.6.5(1); Figure 51.

Sink and Surrounding Counter – Counter Space: There is not at least one 30” wide section of the sink and surrounding counter area with knee clearance at least 27” high; there is no knee clearance. See UFAS §§ 4.24.3; 4.34.6.5(1).

Oven: The oven is not self-cleaning or located adjacent to an accessible (34”) or adjustable height counter with a 30” minimum width clear open space below for knees; the adjacent counter is 36” tall and has no knee clearance. See UFAS §§ 4.34.6.4; 4.34.6.7; Figure 50; Figure 52.

Dishwasher - Controls: The dishwasher controls require tight grasping, pinching or twisting of the wrist to operate. See UFAS §§ 4.34.6.9; 4.34.6.3; 4.27.4.

Wall Cabinet - Height: The height of at least one shelf of all wall cabinets mounted above the work counter exceeds the maximum height of 48” above the finished floor; the bottom shelf of the wall cabinet is mounted 54 ½” above the finished floor. See UFAS § 4.34.6.10(1); Figure 50.

Pantry – Width: The width of the pantry door is less than 20”; the width is 13”. See UFAS § 4.13.5.

### **Other Controls**

Thermostat - Forward Approach – Reach Range: The highest operable part of the thermostat in the living room is mounted greater than the maximum 48” above the finished floor for a forward approach; the highest operable part of the thermostat is mounted 60 ½” above the finished floor. See UFAS § 4.2.5; Figure 5(a).

**500 Largo Center  
500 Largo Center Drive  
Largo, MD**

This property is owned by a private landlord that participates in the HAPGC TBV housing program. This property is included in the HAPGC Tenant-Based Voucher (TBV) list as having accessible units. The review was conducted to check compliance with accessibility requirements under Section 504 of the Rehabilitation Act of 1973 (Section 504), 29 U.S.C. § 794 and the Americans with Disabilities Act (ADA), 42 U.S.C. § 12131 et seq. This included accessibility requirements under the applicable accessibility standards, including the Uniform Federal Accessibility Standards (UFAS). Note the violations identified in this report cite to UFAS and although the 2010 ADA standards are not cited, many violations in this report may also be violations of the 2010 ADA standards. The March 13, 2018 review did not assess the property to determine if there were accessibility violations under the Fair Housing Act. The HUD review team conducted the review on March 13, 2018.

The review team conducted an accessibility survey of Unit #A208 in the 500 Largo Center Apartments.

The Accessibility Report is provided to the Housing Authority of Prince George's County as a guide to identify items at 500 Largo Center are not fully accessible or in compliance with the Uniform Federal Accessibility Standards (UFAS).

**Unit #208A - Designated Accessible Unit - Two Bedroom**

**Entrance Door to Unit (Interior Door) – Noncompliant**

Door – Opening Force: The door opening force exceeds 5 lbs.; the opening force is 6 lbs. See UFAS § 4.13.11(2)(b).

**Outdoor Spaces – Balcony – Noncompliant**

Sliding Door – Maneuvering Clearance – Head-On Approach: The maneuvering clearance of the door from the outside is less than 48” perpendicular to the door; the maneuvering clearance is 43”. See UFAS § 4.13.6; Figure 25(d).

Door – Width: The door does not have a minimum clear opening width of 32”; the door width is 30”. See UFAS §§ 4.34.2(6); 4.34.2(15)(d); 4.13.5; Figure 24(c).

Door – Threshold: The threshold at the exterior door is greater than ¾” with a beveled edge; the threshold is 2” high with no ramp. See UFAS §§ 4.13.8; 4.5.2.

Wheelchair Turning Space: The required space for a wheelchair to make a 180-degree turn is less than a clear space of 60” diameter and did not fit the T-shaped turning space requirements; the turning diameter is 34”. See UFAS § 4.2.3; Figure 3.

## **Bathroom – Noncompliant**

Door – Maneuvering Clearance – Head-On Approach/Pull Side: The maneuvering clearance at the latch side of the door is not a minimum 18”; the maneuvering clearance is 17”. See UFAS §§ 4.34.5; 4.13.6; Figure 25(a).

Lavatory – Knee Clearance (Bowl) – Height: At a point 8” back from the front edge of the lavatory there is not a minimum knee clearance of at least 27” measured from the floor to the bottom of the bowl; the clearance is 25 ¾”. See UFAS §§ 4.34.5.3(1); 4.22.6; 4.19.2; Figure 31.

Lavatory – Hot Water/Drain Pipes – Insulation: The hot water and drain pipes under the lavatory are not insulated or otherwise covered. See UFAS §§ 4.34.5.3(1); 4.22.6; 4.19.4.

Lavatory – Faucets: The faucets require tight grasping, pinching, or twisting of the wrist; the faucets are round. See UFAS §§ 4.34.5.3(1); 4.22.6; 4.19.5; 4.27.4.

Bathtub – Seat: A securely-mounted in-tub seat or a seat at the head of the tub is not provided; the bathtub has a seat that is not securely mounted. See UFAS §§ 4.34.5.4(2); 4.26.3; Figure 33.

Bathtub (w/ Seat in Tub) – Foot Grab Bar – Length: The grab bar at the foot of the tub is not at least 24” in length; the grab bar is 18” long. See UFAS § 4.34.5.4(3); Figure 34(a).

Bathtub (w/ Seat in Tub) – Bottom Back Grab Bar – Height: The bottom grab bar is not mounted 9” above the rim of the tub; the grab bar is mounted 7 ¼” above the rim of the tub. See UFAS § 4.34.5.4(3); Figure 34(a).

## **Kitchen – Noncompliant**

Work Surface – Base Cabinet: The base cabinet is not removable under the full 30” wide minimum frontage of the work counter. See UFAS § 4.34.6.4(2); Figure 50(a) and 50(b).

Sink and Surrounding Counter – Base Cabinet: The base cabinet provided under the sink is not removable under the full 30” wide minimum frontage; there is a fixed cabinet mounted beneath the sink. See UFAS § 4.34.6.5(5); Figure 51.

Sink and Surrounding Counter – Height: The sink and surrounding counter is mounted more than a maximum height of 34” above the finished floor; the sink and surrounding counter is mounted 36” above the finished floor and is not adjustable or replaceable as a unit to provide alternative heights of 28”, 32”, and 36”. See UFAS § 4.34.6.5(1); Figure 51.

Hot Water/Drain Pipes – Insulation: The hot water and drain pipes are not insulated or otherwise covered. See UFAS § 4.34.6.5(8).

Sink – Faucets: The faucets require tight grasping, pinching, or twisting of the wrist; the faucet handles are round. See UFAS §§ 4.34.6.5(4); 4.27.4.

Oven: The oven is not self-cleaning or located adjacent to an accessible (34”) or adjustable height counter with a 30” minimum width clear open space below for knees; there is a cabinet below the 30” wide counter. See UFAS § 4.34.6.7; Figure 52.

Range Hood Controls – Forward Approach – Reach Range: The lowest operable part of the range hood control is mounted greater than the maximum 48” above the finished floor for a forward approach; the range hood control is mounted 61” above the finished floor (36” counter + 25” to control). See UFAS §§ 4.34.6.6; 4.34.6.3; 4.2.5; Figure 5(a).

Dishwasher – Controls: The dishwasher controls require tight grasping, pinching or twisting of the wrist to operate. See UFAS §§ 4.34.6.9; 4.34.6.3; 4.27.4.

Wall Cabinet – Height: The height of at least one shelf of all wall cabinets mounted above the work counter exceeds the maximum height of 48” above the finished floor; the bottom shelf of the wall cabinet is mounted 55” above the finished floor (36” counter + 19” to bottom shelf). See UFAS § 4.34.6.10(1); Figure 50.

### **Washer/Dryer – Noncompliant**

Washer/Dryer – Controls: The controls require tight grasping, pinching, or twisting of the wrist to operate. See UFAS §§ 4.34.7.3; 4.27.4.

### **Note:**

The HUD review team observed as they were leaving that there could be accessibility issues from the building where the unit we measured was located with accessible parking and access to the leasing office. The accessible parking space did not have a curb ramp in front of the access aisle or the nearest sidewalk. To remain on the accessible route to the leasing office there were stairs.

**Ashton Heights  
3901 Suitland Road  
Suitland, MD**

The review was conducted to check compliance with accessibility requirements under Section 504 of the Rehabilitation Act of 1973 (Section 504), 29 U.S.C. § 794 and the Americans with Disabilities Act (ADA), 42 U.S.C. § 12131 et seq. This included accessibility requirements under the applicable accessibility standards, including the Uniform Federal Accessibility Standards (UFAS). Note the violations identified in this report cite to UFAS and although the 2010 ADA standards are not cited, many violations in this report are also violations of the 2010 ADA standards. The HUD review team conducted the review on March 13, 2018.

The review team conducted an accessibility survey of Ashton Heights, a multifamily property which is listed on HAPGC's website as having accessibility features and accepting Tenant-Based Vouchers (TBV).

The accessibility survey measured unit 1620.

The Accessibility Report is provided to the Housing Authority of Prince George's County as a guide to identify some items at Ashton Heights that are not fully accessible or in compliance with the Uniform Federal Accessibility Standards (UFAS).

**Unit 1620**

Door – Hardware: The hardware requires tight grasping, tight pinching, or twisting of the wrist to operate; the hardware is a knob. See UFAS §§ 4.34.2(9); 4.13.9.

Door – Hardware: The height of the door hardware exceeds 48" above the finished floor; the key hole is mounted 50" above the finished floor and the doorbell 54" above the finished floor. See UFAS § 4.13.9.

Peephole: The peephole is mounted 62" above the finished floor and does not provide a view of the exterior for wheelchair users. See ADA 2010 Standards 809.5.5.2 and Advisory Note. See UFAS § 4.2.5; Figure 5(a).

**Bedroom #1**

Door – Maneuvering Clearance – Front Approach/Pull Side: The maneuvering clearance at the latch side of the door is not a minimum 18"; there is no maneuvering clearance. See UFAS § 4.13.6; Figure 25(a).

Door – Maneuvering Clearance – Hinge Side Approach/Push Side: There is insufficient maneuvering clearance because the depth is less than 42" perpendicular to the door; the depth is 36". See UFAS § 4.13.6; Figure 25(b).

Door - Width: The door does not have a minimum clear opening width of 32” measured between the face of the door to the opposite stop with the door open 90 degrees; the door width is 27”. See UFAS § 4.13.5; Figure 24.

Closet – Clothes Rod – Height: The clothes rod is mounted greater than the maximum height of 54” above the finished floor, the clothes rod is mounted 61 1/2” above the finished floor. See UFAS § 4.25.3; Figure 38.

### **Bedroom #2 (Master)**

Door – Maneuvering Clearance – Front Approach/Pull Side: The maneuvering clearance at the latch side of the door is not a minimum 18”; there is no maneuvering clearance. See UFAS § 4.13.6; Figure 25(a).

Door - Width: The door does not have a minimum clear opening width of 32” measured between the face of the door to the opposite stop with the door open 90 degrees; the door width is 27”. See UFAS § 4.13.5; Figure 24.

### **Bathroom**

Door – Maneuvering Clearance – Hinge and Latch Side Approach/Push Side: The depth is less than 42” perpendicular to the door; the depth is 36”. See UFAS § 4.13.6; Figure 25(b) and (c).

Door - Width: The door does not have a minimum clear opening width of 32” measured between the face of the door to the opposite stop with the door open 90 degrees; the door width is 25 1/2”. See UFAS § 4.13.5; Figure 24.

Water Closet – Clear Floor Space: The clear floor space is not at least 56” deep and 48” wide; there is no clear floor space for a side approach. See UFAS § 4.34.5.2(1); Figure 47(a).

Water Closet – Back Grab Bar – Length and Location: The back grab bar is not a minimum 36” long, mounted no more than 6” from the side wall and between 33” – 36” above the finished floor; there is no grab bar. See UFAS §§ 4.34.5.2(3); 4.26.2; Figure 29(a); Figure 30(a); Figure 39.

Water Closet - Side Grab Bar – Length and Location: The side grab bar is not a minimum 42” long, extending a minimum of 54” from the back wall; mounted no more than 12” from the back wall, and between 33” – 36” above the finished floor; there is no grab bar, and the water closet is located between the bathtub and the sink, and is not next to a wall. See UFAS §§ 4.34.5.2(3); 4.26.2; Figure 29(b); Figure 39.

Toilet Paper Dispenser – Location: The edge farthest from the back wall of the toilet paper dispenser is mounted more than 36” from the back wall; the toilet paper dispenser is mounted in front of the toilet. See UFAS § 4.34.5.2(4); Figure 47(b).

Lavatory – Knee Clearance (Bowl) - Height: At a point 8” back from the front edge of the lavatory there is not a minimum knee clearance of at least 27” measured from the floor to the bottom of the bowl; there is no clear knee space. See UFAS §§ 4.34.5.3(1); 4.22.6; 4.19.2; Figure 31.

Lavatory – Clear Floor Space: The clear floor space in front of the lavatory for a forward approach is less than 30” x 48”. See UFAS §§ 4.34.5.3(1); 4.22.6; 4.19.3; 4.2.4; Figure 32.

Bathtub - Shower Spray Unit: The shower spray unit does not have a hose at least 60” long that can be used as a fixed shower head or as a hand-held shower; the shower spray unit is fixed. See UFAS § 4.34.5.4(5).

Bathtub – Grab Bars: All grab bars required to be accessible shall comply with § 4.26; there are no grab bars. See UFAS §§ 4.34.5.4(3); Figure 34; 4.26; Figure 48.

Bathtub – Seat: The bathtub has no in-tub seat or a seat at the head of the tub. See UFAS § 4.34.5.4(2); Figures 33 and 34.

## **Kitchen**

Accessible Route - Width: The minimum clear width along the accessible route to the kitchen is less than 32”; the clear width is 31” at entrance to kitchen. See UFAS §§ 4.34.2(3); 4.34.2(15); 4.2.1; 4.3.3.

Work Surface – Height: The counter/work surface is mounted greater than the maximum height of 34” above the finished floor; the counter/work surface is mounted 36” above the finished floor and is not adjustable or replaceable as a unit to provide alternative heights of 28”, 32” and 36”. See UFAS § 4.34.6.4(1); Figure 50(b).

Work Surface – Counter Space: There is not at least one 30” wide section of the counter with knee clearance at least 27” high; the counter space has no knee clearance. See UFAS § 4.34.6.4; Figure 50.

Sink and Surrounding Counter – Counter Space: There is not at least one 30” wide section of the sink and surrounding counter area with knee clearance at least 27” high; the sink and surrounding counter area have no knee clearance. See UFAS § 4.34.6.5(5).

Sink and Surrounding Counter - Height: The sink and surrounding counter is mounted more than a maximum height of 34” above the finished floor; the sink and surrounding counter is mounted 36” above the finished floor and is not adjustable or replaceable as a unit to provide alternative heights of 28”, 32”, and 36”. See UFAS § 4.34.6.5(1); Figure 51.

Oven: The oven is not self-cleaning or located adjacent to an adjustable height counter with knee space below; there is no knee space under the adjacent counter. See UFAS § 4.34.6.7; Figure 52.

Range/Cooktop - Controls: The range controls require tight grasping, pinching and twisting of the wrist to operate. See UFAS §§ 4.34.6.6; 4.34.6.3; 4.27.4.

Range/Cooktop- Controls Side Approach – Reach Range: The highest operable part of the range/cooktop’s fan control is mounted greater than the maximum 54” above the finished floor for a side approach; the fan control is mounted 61” above the finished floor. See UFAS §§ 4.27.3; 4.2.6; Figures 6(a) and 6(b).

Wall Cabinet - Height: The height of at least one shelf of all wall cabinets mounted above the work counter exceeds the maximum height of 48” above the finished floor; the bottom shelf of the wall cabinet is mounted 55 1/2” above the finished floor. See UFAS § 4.34.6.10(1); Figure 50.

**Avondale Overlook Apartments**  
**2400 Queens Chapel Road**  
**Hyattsville, MD 20782**

The property is owned by a private landlord that participates in the Housing Authority of Prince George's County (HAPGC) Tenant-Based Voucher (TBV) housing program. This property is included in the HAPGC TBV list as having accessible units. The review was conducted to check compliance with accessibility requirements under Section 504 of the Rehabilitation Act of 1973 (Section 504), 29 U.S.C. § 794 and the Americans with Disabilities Act (ADA), 42 U.S.C. § 12131 et seq. This included accessibility requirements under the applicable accessibility standards, including the Uniform Federal Accessibility Standards (UFAS). Note the violations identified in this report cite to UFAS and although the 2010 ADA standards are not cited, many violations in this report may also be violations of the 2010 ADA standards. The March 15, 2018 review did not assess the property to determine if there were accessibility violations under the Fair Housing Act.

The review included an accessibility survey of the community kitchen, tenth floor trash room and Unit #1009 at the Avondale Overlook Apartments.

The Accessibility Report is provided to the Housing Authority of Prince George's County as a guide to identify some items at Avondale Overlook apartments that are not fully accessible or in compliance with the Uniform Federal Accessibility standards (UFAS).

### **Common Areas**

#### **Parking-Noncompliant**

Accessible Parking Spaces – Access Aisle: The accessible parking spaces do not have an adjacent access aisle that is a minimum of 60” wide; there is no access aisle. See UFAS § 4.6.3; Figure 9.

#### **Laundry Room (10<sup>th</sup> Floor) - Noncompliant**

Washing Machine: The washing machine is not front loading; the washing machine is top loading. See UFAS § 4.34.7.2.

Door – Hardware: The door hardware requires tight grasping, twisting or pinching of the wrist to operate; the door hardware is a knob. See UFAS § 4.13.9.

#### **Trash Room (10<sup>th</sup> Floor)-Noncompliant**

Door – Width: The door does not have a minimum clear opening width of 32” measured between the face of the door to the opposite stop with the door open 90 degrees; the door width is 19”. See UFAS § 4.13.5; Figure 24.

Door - Opening Force: The trash room door has an opening force that exceeds 5 lbf; the opening force is 9 lbf. See UFAS § 4.13.11(2)(b).

Door – Hardware: The door hardware requires tight grasping, twisting or pinching of the wrist to operate; the door hardware is a knob. See UFAS § 4.13.9.

### **Community Room, Community Kitchen and Public Restroom - Noncompliant**

Accessible Route- Steps: There is not an accessible route to the community room, community kitchen and public restroom; there are steps leading to this section of the building. See UFAS § 4.3.8.

### **Unit #1009**

#### **Entrance Door-Noncompliant**

Door - Hardware: The door hardware requires tight grasping, twisting or pinching of the wrist to operate; the door hardware is a knob. See UFAS §§ 4.34.2(6); 4.13.9.

Door Closer: The sweep period of the door closing, from an open position of 70 degrees, is less than three (3) seconds; the sweep period is two (2) seconds. See UFAS §§ 4.34.2(6); 4.13.10.

Door - Opening Force: The door opening force exceeds 5 lbf; the opening force is 6 lbf. See UFAS §§ 4.34.2(6); 4.13.11(2)(b).

#### **Kitchen - Noncompliant**

Accessible Route – Entrance to Kitchen- Width: The minimum clear width at the entrance to the unit's kitchen is less than 32"; the clear width is 28 1/4". See UFAS §§ 4.2.1; 4.34.2(3); 4.34.2(13); 4.34.6.

Clearance – Opposing Cabinets: The clearance between all opposing base cabinets, counter tops, appliances or walls is less than the minimum 60" clearance; the clearance is 30 3/4". See UFAS § 4.34.6.1.

Work Surface – Base Cabinet: The base cabinet is not removable under the full 30" wide minimum frontage of the work counter. See UFAS § 4.34.6.4(2); Figure 50.

Work Surface – Height: The counter/work surface is mounted greater than the maximum height of 34" above the finished floor and is not adjustable or replaceable as a unit to provide alternative heights of 28", 32" and 36"; the counter/work surface is mounted 35 3/4" above the finished floor. See UFAS § 4.34.6.4(1); Figure 50(b).

Sink and Surrounding Counter-Height: The sink and surrounding counter is mounted more than a maximum height of 34" above the finished floor and is not adjustable or replaceable as a unit to

provide alternative heights of 28", 32" and 36"; the sink and surrounding counter is mounted 35 ¾" above the finished floor. See UFAS § 4.34.6.5(1); Figure 51.

Sink and Surrounding Counter – Base Cabinet: The base cabinet provided under the sink is not removable under the full 30" wide minimum frontage; there is a fixed cabinet mounted beneath the sink. See UFAS § 4.34.6.5(5); Figure 51.

Hot Water/Drain Pipes – Insulation: The hot water and drain pipes are not insulated or otherwise covered. See UFAS § 4.34.6.5(8).

Oven – Controls – Location: The oven controls are located where it requires someone to reach across burners; the controls are located on the back panel. See UFAS § 4.34.6.7.

Range – Controls: The range controls require tight grasping, pinching or twisting of the wrist to operate. See UFAS §§ 4.34.6.6; 4.34.6.3; 4.27.4.

Range Hood Controls – Reach Range: The highest operable part of the range hood is mounted greater than the maximum 54" above the finished floor for a side approach; the range hood control is mounted 64 ¾" above the finished floor. See UFAS §§ 4.2.6; 4.27.3.

Dishwasher – Controls: The dishwasher controls require tight grasping, pinching or twisting of the wrist to operate. See UFAS §§ 4.34.6.9; 4.34.6.3; 4.27.4.

Wall Cabinet – Height: The height of at least one shelf of all wall cabinets mounted above the work counter exceeds the maximum height of 48" above the finished floor; the bottom shelf of the wall cabinet is mounted 55" above the finished floor. See UFAS § 4.34.6.10(1); Figure 50.

### **Bathroom - Noncompliant**

Door Maneuvering Clearance – Head-On Approach/Pull Side: The maneuvering clearance at the latch side of the door is not a minimum 18"; the maneuvering clearance is 9 ½". See UFAS § 4.34.2(6); 4.13.6; Figure 25(a).

Door – Width: The door does not have a minimum clear opening width of 32" measured between the face of the door to the opposite stop with the door open 90 degrees; the door width is 21 ¼". See UFAS §§ 4.34.2(6); 4.13.5; Figure 24.

Door – Threshold: The threshold on the inside of bathroom is greater than ½" with a beveled edge; the threshold is ¾". See UFAS §§ 4.34.2(6); 4.13.8.

Bathtub - Clear Floor Space – Forward Approach: The clear floor space in front of the tub is not a minimum 48" deep x 60" wide; the clear floor space in front of the tub is 33" wide, the toilet is located next to the tub. See UFAS § 4.34.5.4(1); Figure 33.

Bathtub – Seat: A securely-mounted in-tub seat or a seat at the head of the tub is not provided; the bathtub has a removable seat that is not securely mounted. See UFAS §§ 4.34.5.4(2); 4.26.3; Figure 33.

Bathtub – grab bars: There are no grab bars at the foot, head or side of the tub. See UFAS §§ 4.34.5.4(3); 4.26; Figure 34(a).

Water Closet – Side Approach: The clear floor space for a side approach to the water closet is not at least 56” deep by 48” wide. See UFAS § 4.34.5.2(1); Figure 47(a).

Water Closet - Side Grab Bar – Length and Location: The side-grab bar is not a minimum 42” long, mounted no more than 12” from the back wall, and between 33” – 36” above the finished floor. There is no side grab bar, and the toilet is located between the sink and the bathtub. See UFAS §§ 4.34.5.2(3); 4.26; Figure 29(b).

Water Closet – Back Grab Bar – Length and Location: The back-grab bar is not a minimum 36” long, mounted no more than 6” from the side wall and between 33” – 36” above the finished floor; there is no grab bar. See UFAS §§ 4.34.5.2(3); 4.26; Figure 29(a); Figure 30.

Lavatory – Base Cabinet: The cabinet under the lavatory is not removable. See UFAS §§ 4.34.5.3(2); 4.22.6; 4.19.2.

Lavatory – Hot Water/Drain Pipes -Insulation: The hot water and drain pipes under the lavatory are not insulated or otherwise covered. See UFAS §§ 4.22.6; 4.19.4.

### **Bedroom - Noncompliant**

Bedroom Door – Width: The door to the bedroom does not have a minimum clear opening width of 32” measured between the face of the door to the opposite stop with the door open 90 degrees; the door width is 27 ½”. See UFAS §§ 4.34.2(6); 4.34.2(15)(c); 4.13.5; Figure 24.

Closet Door – Width: The door to the closet does not have a minimum clear opening width of 32” measured between the face of the door to the opposite stop with the door open 90 degrees; the door width is 22”. See UFAS § 4.13.5; Figure 24.

Closet – Clothes Rod – Height: The clothes rod is mounted greater than the maximum height of 54” above the finished floor, the clothes rod is mounted 64” above the finished floor. See UFAS § 4.25.3; Figure 38.

Closet – Shelf – Height: The closet shelf is mounted greater than the maximum height of 54” above the finished floor, the closet shelf is mounted 65 ½” above the finished floor. See UFAS § 4.25.3; Figure 38.

### **Outdoor Spaces - Noncompliant**

Door (Exterior Sliding) – Threshold - Inside: The threshold is greater than  $\frac{3}{4}$ ” with a beveled edge; the threshold on the inside of the sliding door is 2” high with no beveled edge. See UFAS §§ 4.34.2(15)(d); 4.13.8; 4.5.2.

Door (Exterior Sliding) – Threshold - Outside: The threshold is greater than  $\frac{3}{4}$ " with a beveled edge; the threshold on the outside of the sliding door is an 8" high step with no ramp. See UFAS §§ 4.34.2(15)(d); 4.13.8; 4.5.2.

**Ft. Washington Manor  
10800 and 10850 Indian Head Hwy  
Ft. Washington, MD 20744**

The review was conducted to check compliance with accessibility requirements under Section 504 of the Rehabilitation Act of 1973 (Section 504), 29 U.S.C. § 794 and the Americans with Disabilities Act (ADA), 42 U.S.C. § 12131 et seq. This included accessibility requirements under the applicable accessibility standards, including the Uniform Federal Accessibility Standards (UFAS). Note the violations identified in this report cite to UFAS and although the 2010 ADA standards are not cited, many violations in this report may also be violations of the 2010 ADA standards. This property is included in the HAPGC TBV list as having accessible units, and the property receives federal financial assistance, HOME Investment Partnership funds (HOME). The review did not assess the property to determine if there were accessibility violations under the Fair Housing Act.

Ft. Washington Manor is a 150 unit 62+ apartment complex, containing one- and two-bedroom units built in 2007. The review team conducted an accessibility survey of two units; unit #113 a one-bedroom unit and a two-bedroom vacant unit being remodeled. The review also conducted a limited review of the parking lots.

The Accessibility Report is provided to the Housing Authority of Prince George's County as a guide to identify some items at Ft. Washington Manor apartments that are not fully accessible or in compliance with the Uniform Federal Accessibility standards (UFAS).

### **Common Areas**

#### **Parking - Noncompliant**

Accessible Parking Spaces – Access Aisle: Three of the eleven accessible parking spaces do not have or share an adjacent access aisle that is a minimum of 60” wide; there were no access aisles located at three of the accessible parking spaces. See UFAS § 4.6.3; Figure 9.

Accessible Parking Spaces – Sign: One accessible parking sign is mounted at a height that can be obscured by a vehicle parked in the parking space. See UFAS §§ 4.1.1(7)(a); 4.6.4.

#### **Building #10800 - Unit #113**

#### **Kitchen - Noncompliant**

Work Surface – Height: The counter/work surface is mounted greater than the maximum height of 34” above the finished floor; the counter/work surface is mounted 36” above the finished floor and is not adjustable or replaceable as a unit to provide alternative heights of 28”, 32” and 36”. See UFAS § 4.34.6.4(1); Figure 50(b).

Sink and Surrounding Counter-Height: The sink and surrounding counter is mounted more than a maximum height of 34” above the finished floor; the sink and surrounding counter is mounted

36" above the finished floor and is not adjustable or replaceable as a unit to provide alternative heights of 28", 32" and 36". See UFAS § 4.34.6.5(1); Figure 51.

Sink and Surrounding Counter – Base Cabinet: The base cabinet provided under the sink is not removable under the full 30" wide minimum frontage; there is a fixed cabinet mounted beneath the sink. See UFAS § 4.34.6.5(5); Figure 51.

Hot Water/Drain Pipes – Insulation: The hot water and drain pipes are not insulated or otherwise covered. See UFAS § 4.34.6.5(8).

Oven: The oven is not self-cleaning or located adjacent to an accessible 34" or adjustable height counter with a 30" minimum width clear open space below for knees; there is a cabinet below the 30" wide counter. See UFAS § 4.34.6.7; Figure 52.

Range Hood Controls – Reach Range: The highest operable part of the range hood is mounted greater than the maximum 54" above the finished floor for a side approach; the range hood control is mounted 66 ½" above the finished floor. See UFAS §§ 4.2.6; 4.34.6.6; 4.34.6.3; 4.27.3.

Dishwasher – Controls: The dishwasher controls require tight grasping, pinching or twisting of the wrist to operate. See UFAS §§ 4.34.6.9; 4.34.6.3; 4.27.4.

Wall Cabinet – Height: The height of at least one shelf of all wall cabinets mounted above the work counter exceeds the maximum height of 48" above the finished floor; the bottom shelf of the wall cabinet is mounted 54" above the finished floor. See UFAS § 4.34.6.10(1); Figure 50(b).

### **Laundry Facility - Noncompliant**

Dryer – Reach Range-Side Approach: The highest operable part of the dryer is mounted greater than the maximum 54" above the finished floor for a side approach; the dryer door handle is mounted 56 ¾" above the finished floor. See UFAS §§ 4.34.7.3; 4.27.3; 4.2.6; Figure 6.

### **Living Room - Noncompliant**

Thermostat - Forward Approach – Reach Range: The highest operable part of the thermostat in the living room is mounted greater than the maximum 48" above the finished floor for a forward approach; the highest operable part of the thermostat is mounted 60" above the finished floor. See UFAS §§ 4.34.2(9); 4.27.3; 4.2.5; Figure 5(a).

### **Bathroom - Noncompliant**

Water Closet – Centerline: The centerline of the water closet is not mounted exactly 18" from the closest side wall; the centerline of the water closet is mounted next to the tub. See UFAS § 4.34.5.2(1); Figure 47(a).

Water Closet – Back Grab Bar – Length and Location: The back-grab bar is not a minimum 36” long, mounted no more than 6” from the side wall and between 33” – 36” above the finished floor; there is no back grab-bar. See UFAS §§ 4.34.5.2(3); 4.26; Figure 29(a); Figure 30(a).

Water Closet - Side Grab Bar – Length and Location: The side-grab bar is not a minimum 42” long, mounted no more than 12” from the back wall, and between 33” – 36” above the finished floor; there is no side grab bar, and the water closet is located between the sink and bathtub. See UFAS §§ 4.34.5.2(3); 4.26; Figure 29(b).

Lavatory – Base Cabinet: The cabinet under the lavatory is not removable. See UFAS §§ 4.34.5.3(2); 4.22.6; 4.19.2.

Lavatory – Hot Water/Drain Pipes -Insulation: The hot water and drain pipes under the lavatory are not insulated or otherwise covered. See UFAS §§ 4.34.5.3(1); 4.22.6; 4.19.4.

Mirror: The bottom edge of the reflecting surface of the mirror is mounted greater than 40” above the finished floor; the bottom edge is mounted 47 ½” above the finished floor. See UFAS §§ 4.34.5.3(1); 4.22.6; 4.19.6; Figure 31.

Medicine Cabinet – Height: The bottom usable shelf of the medicine cabinet is mounted greater than 44” above the finished floor; the shelf is mounted 48 ½” above the finished floor. See UFAS § 4.34.5.3(3).

Bathtub - Clear Floor Space – Forward Approach: The clear floor space in front of the tub is not a minimum 48” deep x 60” wide; the clear floor space in front of the tub is 33” wide, the toilet is located next to the tub. See UFAS § 4.34.5.4(1); Figure 33.

Bathtub – Seat: A securely-mounted in-tub seat or a seat at the head of the tub is not provided; the bathtub does not have a seat. See UFAS §§ 4.34.5.4(2); 4.26.3; Figure 33.

Bathtub – grab bars (2): There are not two 24” minimum grab bars mounted at the back of the tub, mounted no more than 12” from the foot of the tub; there is only one 24” grab bar mounted at the back of the tub, and it is mounted 17” from the foot of the tub. See UFAS §§ 4.34.5.4(3); 4.26; Figure 34.

Bathtub – Foot Grab Bar: There is no grab bar mounted at the foot of the tub that is a minimum of 24” in length; there is no grab bar. See UFAS § 4.34.5.4(3); Figure 34.

Bathtub – Head Grab Bar: There is no grab bar mounted at the head of the tub that is a minimum of 12” in length; there is no grab bar. See UFAS § 4.34.5.4(3); Figure 34.

## **Bedroom - Noncompliant**

Closet – Clothes Rod – Height: The clothes rod is mounted greater than the maximum height of 54” above the finished floor, the clothes rod is mounted 65 ¾” above the finished floor. See UFAS § 4.25.3; Figure 38.

Closet – Shelf – Height: The closet shelf is mounted greater than the maximum height of 54” above the finished floor, the closet shelf is mounted 67 ½” above the finished floor. See UFAS § 4.25.3; Figure 38.

**Building #10850 – Designated Accessible Unit – 2<sup>nd</sup> Floor (Being remodeled during onsite):**

Due to the remodel not being completed, the review team did not measure all elements in this unit.

**Kitchen-Noncompliant**

Work Surface – Base Cabinet: The base cabinet is not removable under the full 30” wide minimum frontage of the work counter. See UFAS § 4.34.6.4(2); Figure 50.

**Bathroom - Noncompliant**

Water Closet - Centerline: The centerline of the water closet is not mounted exactly 18” from the closest side wall; the centerline of the water closet is mounted 17 ½” from the closest side wall. See UFAS § 4.34.5.2; Figure 47(a).

Water Closet – Back Grab Bar – Location: The back-grab bar is not mounted a maximum of 6” from the side wall; the back-grab bar is mounted 7 ½” from the side wall. See UFAS § 4.34.5.2(3); 4.26; Figure 29(a); Figure 30(a).

Water Closet - Side Grab Bar – Location: The side grab bar is not mounted no more than 12” from the back wall; the grab bar is located 13” from the back wall. See UFAS § 4.34.5.2(3); Figure 29(b).

Bathtub – Back Grab Bars (2) - Location: The two grab bars are not mounted a maximum of 12” from the foot of the tub; the grab bars are mounted 13 ½” from the foot of the tub. See UFAS § 4.34.5.4(3); Figure 34(b).

Bathtub – Seat: The bathtub does not have a seat either in the tub or at the head of the tub. See UFAS § 4.34.5.4(2); 4.26.3; Figure 33.

**Outdoor Spaces - Noncompliant**

Door (Exterior Sliding) – Threshold - Inside: The threshold is greater than ¾” with a beveled edge; the threshold on the inside of the sliding door is 2” high without a ramp. See UFAS §§ 4.13.8; 4.34.2(15)(d); 4.5.2.

Sliding Door – Width: The door to the balcony does not have a minimum clear opening width of 32”; the door width is 24”. See UFAS §§ 4.34.2(6); 4.34.2(15)(d); 4.13.5; Figure 24(c).

**Pin Oak Village  
16010 Excalibur Road  
Bowie, MD 20716**

The review was conducted to check compliance with accessibility requirements under Section 504 of the Rehabilitation Act of 1973 (Section 504), 29 U.S.C. § 794 and the Americans with Disabilities Act (ADA), 42 U.S.C. § 12131 et seq. This included accessibility requirements under the applicable accessibility standards, including the Uniform Federal Accessibility Standards (UFAS). Note the violations identified in this report cite to UFAS and although the 2010 ADA standards are not cited, many violations in this report are also violations of the 2010 ADA standards. The HUD review team conducted the review on March 15, 2018.

The review included an accessibility survey of Pin Oak Village, a property that accepts HAPGC TBVs, and that HAPGC has listed on its website as having accessible units. The accessibility survey measured unit D113.

The Accessibility Report is provided to the Housing Authority of Prince George's County as a guide to identify some items at Pin Oak Village that are not fully accessible or in compliance with the Uniform Federal Accessibility Standards (UFAS).

### **Entrance**

Peephole: The peephole is mounted 59 1/2" above the finished floor and does not provide a view of the exterior for wheelchair users. See ADA 2010 Standards 809.5.5.2 and Advisory Note.

Door Knocker - Side Approach – Reach Range: The highest operable part of the door knocker is mounted greater than the maximum 54" above the finished floor for a side approach; the door knocker is mounted 58 1/2" above the finished floor. See UFAS § 4.2.6; Figure 6(b).

### **Bedroom**

Closet – Clothes Rod – Height: The clothes rod is mounted greater than the maximum height of 54" above the finished floor, the clothes rod is mounted 66" above the finished floor. See UFAS § 4.25.3; Figure 38.

Closet – Shelf – Side Approach – Reach Range: The closet shelf is mounted greater than 54" above the finished floor for a side approach; the closet shelf is mounted 68" above the finished floor. See UFAS §§ 4.25.3; 4.2.6; Figure 38; Figure 6(b).

### **Bathroom**

Water Closet – Back Grab Bar – Length and Location: The back grab bar is not a minimum 36" long, mounted no more than 6" from the side wall and between 33" – 36" above the finished floor; the water closet does not have a back grab bar. See UFAS §§ 4.34.5.2(3); 4.26.2; Figure 29(a); Figure 30(a); Figure 39.

Water Closet - Side Grab Bar – Length and Location: The side grab bar is not a minimum 42” long, mounted no more than 12” from the back wall, extending a minimum of 54” from the back wall, and between 33” – 36” above the finished floor; there is no grab bar. See UFAS §§ 4.26.2; 4.34.5.2(3); Figure 29(b); Figure 39.

Lavatory – Knee Clearance (Bowl) - Height: At a point 8” back from the front edge of the lavatory there is not a minimum knee clearance of at least 27” measured from the floor to the bottom of the bowl; there is no clear knee space. See UFAS §§ 4.34.5.3(1); 4.22.6; 4.19.2; Figure 31.

Bathtub (w/ Seat in Tub) – Back Grab Bar: There are not two back grab bars; there is only one back grab bar. See UFAS § 4.34.5.4(3); Figure 34(a).

Bathtub (w/ Seat in Tub) – Back Grab Bar - Location: The grab bar is not mounted a maximum of 12” from the foot of the tub; the grab bar is mounted 17” from the foot of the tub. See UFAS § 4.34.5.4(3); Figure 34(a).

Bathtub (w/ Seat in Tub) – Head Grab Bar – Length and Location: The head grab bar is not a minimum of 12” long, mounted between 33” – 36” above the finished floor, and positioned at the open side of the tub; there is no grab bar. See UFAS § 4.34.5.4(3); Figure 34.

## **Kitchen**

Sink and Surrounding Counter – Counter Space: There is not at least one 30” wide section of the sink and surrounding counter area with knee clearance at least 27” high; the sink and surrounding counter area have no knee clearance. See UFAS §§ 4.24.3; 4.34.6.5(1).

Sink and Surrounding Counter - Height: The sink and surrounding counter is mounted more than a maximum height of 34” above the finished floor; the sink and surrounding counter is mounted 35 1/2” above the finished floor and is not adjustable or replaceable as a unit to provide alternative heights of 28”, 32”, and 36”. See UFAS § 4.34.6.5(1); Figure 51.

Oven: The oven is not self-cleaning or located adjacent to an accessible (34”) or adjustable height counter; the adjacent counter is 35 1/2” high and there is no knee clearance. See UFAS § 4.34.6.7; Figure 52.

Range/Cooktop - Controls: The range controls require tight grasping, pinching and twisting of the wrist to operate. See UFAS §§ 4.34.6.6; 4.34.6.3; 4.27.4.

Range/Cooktop- Controls Side Approach – Reach Range: The highest operable part of the range/cooktop’s fan control is mounted greater than the maximum 54” above the finished floor for a side approach; the fan control is mounted 65” above the finished floor. See UFAS §§ 4.27.3; 4.2.6; Figure 6(b).

Dishwasher - Controls: The dishwasher controls require tight grasping, pinching or twisting of the wrist to operate. See UFAS §§ 4.34.6.9; 4.34.6.3; 4.27.4.

Wall Cabinet - Height: The height of at least one shelf of all wall cabinets mounted above the work counter exceeds the maximum height of 48” above the finished floor; the bottom shelf of the wall cabinet is mounted 55 1/2” above the finished floor. See UFAS § 4.34.6.10(1); Figure 50.

**Administrative Office Building  
9200 Basil Court  
Largo, MD 20774**

The review was conducted to check compliance with accessibility requirements under Section 504 of the Rehabilitation Act of 1973 (Section 504), 29 U.S.C. § 794 and the Americans with Disabilities Act (ADA), 42 U.S.C. § 12131 et seq. This included accessibility requirements under the applicable accessibility standards, including the Uniform Federal Accessibility Standards (UFAS). Note the violations identified in this report cite to UFAS and although the 2010 ADA standards are not cited, many violations in this report are also violations of the 2010 ADA standards. The HUD review team conducted the review on March 12, 14, and 15, 2018.

The review included an accessibility survey of HAPGC's administrative office building. The accessibility survey measured the accessible route, public restrooms, elevators, and reception areas.

The Accessibility Report is provided to the Housing Authority of Prince George's County as a guide to identify some items at the Administrative Building that are not fully accessible or in compliance with the Uniform Federal Accessibility Standards (UFAS).

**Accessible Route**

Accessible Route – Cross Slope: The cross slopes of the sidewalk adjacent to the accessible parking spaces in the front of the building exceeds 2%; the cross slopes are 2.5%, 2.1%, and 4.6%. See UFAS § 4.3.7.

Accessible Route: A curb ramp is needed along the route from the accessible parking spaces in the rear of the building to the entrance of the building. No curb ramp is provided. See UFAS § 4.5.2.

**First Floor of the Building**

Drinking Fountain/Water Cooler-Lobby- Protruding Object: The drinking fountain along the designated accessible route is mounted with its leading edge between 27" – 80" above the finished floor and protrudes more than 4" from the wall into the hallway; the drinking fountain protrudes 19" into the hallway. See UFAS § 4.4.1; Figure 8.

**Public Restroom**

Door – Maneuvering Clearance – Head-On Approach/Pull Side: The maneuvering clearance at the latch side of the door is not a minimum 18"; the maneuvering clearance is 9.5". See UFAS § 4.13.6; Figure 25(a).

Door - Opening Force: The door opening force exceeds 5 lbf; the opening force is 9 lbf. See UFAS § 4.13.11(2)(b).

Lavatory – Counter - Height: The lavatory counter surface is mounted greater than 34” above the finished floor; the lavatory counter is mounted 34 1/2” above the finished floor. See UFAS § 4.19.2.

Lavatory – Knee Clearance (Bowl) – Height: There is not a minimum knee clearance of at least 27” measured from the floor to the bottom of the bowl; the clearance is 26 1/2”. See UFAS § 4.19.2; Figure 31.

## **Elevator**

Hall Call Buttons - Lobby: The elevator hall call buttons are not centered 42” above the finished floor; the buttons are centered 41” above the finished floor. See UFAS § 4.10.3; Figure 20.

Car Controls: The call buttons for floors 1 and 4 are not designated by raised characters or symbols. Additionally, the call button for the main entry floor is not designated by a raised star at the left of the floor designation. See UFAS § 4.10.12(2); Figure 23(a).

## **Second Floor of the Building**

### **Room 203**

Business Transaction Counter – Height: The height of the business transaction counter is greater than the maximum 36” above the finished floor and there is no auxiliary counter or a portion of the main counter with a maximum height of between 28” – 34”; the business transaction counter is mounted 42” above the finished floor and there is no auxiliary counter. See UFAS §§ 7.2; 4.32.4.

### **Men’s Public Restroom**

Accessible Restroom – Signage: The accessible restroom is not marked by signage with the International Symbol of Accessibility; there is no signage designating the accessible restroom. See UFAS §§ 4.1.1(7)(d); 4.30; Figure 43.

Door - Opening Force: The door opening force exceeds 5 lbf; the opening force is 12 lbf. See UFAS § 4.13.11(2)(b).

Lavatory – Counter - Height: The lavatory counter surface is mounted greater than 34” above the finished floor; the lavatory counter is mounted 35” above the finished floor. See UFAS § 4.19.2.

Lavatory - Hot Water/Drain Pipes - Insulation: The hot water and drain pipes under one sink are not insulated or otherwise covered. See UFAS § 4.19.4.

Water Closet – Back Grab Bar – Length and Location: The back-grab bar is not a minimum 36” long, mounted no more than 6” from the side wall and between 33” – 36” above the finished floor; there is no back grab-bar. See UFAS §§ 4.34.5.2(3); 4.26; Figure 29(a); Figure 30(a).

Water Closet Seat - Height: The height of the water closet seat is not between 17"-19" above the finished floor, measured to the top of the toilet seat; the height of the water closet seat is 21" above the finished floor. See UFAS § 4.16.3; Figure 29(b).

Water Closet - Centerline: The centerline of the water closet is not mounted exactly 18" from the closest side wall; the centerline of the water closet is mounted 16 1/2" from the closest side wall. See UFAS § 4.16.2; Figure 28.

Door - Hardware: The door hardware requires tight grasping, twisting or pinching of the wrist to operate; the door hardware is a lock. See UFAS § 4.13.9.

Water Closet Stall – Wall-Mounted - Dimensions: The water closet is wall-mounted and the stall is not at least 56" deep and 60" wide; the stall is 56" deep and 41 1/2" wide. See UFAS § 4.17.3; Figure 30(a).

Water Closet Stall - Side Grab Bar - Height: The centerline of the side grab bar is not mounted between 33"-36" above the finished floor; the grab bar is mounted 32 1/2" above the finished floor. See UFAS § 4.17.6; Figure 30(d).

### **Women's Public Restroom**

Signage (Interior) – Mounting Location and Height: The signage is not mounted on the wall adjacent to the latch side of the door at a height of between 54"- 66" above the finished floor; the signage is mounted on the door. See UFAS § 4.30.6.

Door - Opening Force: The door opening force exceeds 5 lbf; the opening force is 16 lbf. See UFAS § 4.13.11(2)(b).

Lavatory – Counter - Height: The lavatory counter surface is mounted greater than 34" above the finished floor; the lavatory counter is mounted 34 1/2" above the finished floor. See UFAS § 4.19.2.

Water Closet - Centerline: The centerline of the water closet is not mounted exactly 18" from the closest side wall; the centerline of the water closet is mounted 14 1/2" from the closest side wall. See UFAS § 4.16.2; Figure 28.

Water Closet – Back Grab Bar – Length and Location: The back-grab bar is not a minimum 36" long, mounted no more than 6" from the side wall and between 33" – 36" above the finished floor; there is no back grab-bar. See UFAS §§ 4.34.5.2(3); 4.26; Figure 29(a); Figure 30(a).

Door - Hardware: The door hardware requires tight grasping, twisting or pinching of the wrist to operate; the door hardware is a lock. See UFAS § 4.13.9.

Water Closet Stall – Wall-Mounted - Dimensions: The water closet is wall-mounted and the stall is not at least 56" deep and 60" wide; the stall is 56" deep and 42" wide. See UFAS § 4.17.3; Figure 30(a).

Water Closet Stall - Side Grab Bar - Height: The centerline of the side grab bar is not mounted between 33"-36" above the finished floor; the grab bar is mounted 32 1/2" above the finished floor. See UFAS § 4.17.6; Figure 30(d).

### **Third Floor of the Building**

#### **Men's Public Restroom**

Signage (Interior) – Mounting Location and Height: The signage is not mounted on the wall adjacent to the latch side of the door at a height of between 54"- 66" above the finished floor; the signage is mounted on the door. See UFAS § 4.30.6.

Door - Opening Force: The door opening force exceeds 5 lbf; the opening force is 10 lbf. See UFAS § 4.13.11(2)(b).

Lavatory – Counter - Height: The lavatory counter surface is mounted greater than 34" above the finished floor; the lavatory counter is mounted 35" above the finished floor. See UFAS § 4.19.2.

Seat Cover Dispenser -- Side Approach - Reach Range: The seat cover dispenser is mounted greater than the maximum 54" above the finished floor for a side approach; the dispenser is mounted 55 1/2" above the finished floor. See UFAS § 4.2.6; Figure 6(b).

Water Closet Seat - Height: The height of the water closet seat is not between 17"-19" above the finished floor, measured to the top of the toilet seat; the height of the water closet seat is 20 1/2" above the finished floor. See UFAS § 4.16.3; Figure 29(b).

Water Closet - Centerline: The centerline of the water closet is not mounted exactly 18" from the closest side wall; the centerline of the water closet is mounted 28" from the closest side wall. See UFAS § 4.16.2; Figure 28.

Door - Hardware: The door hardware requires tight grasping, twisting or pinching of the wrist to operate; the door hardware is a lock that requires tight grasping, twisting, or pinching. See UFAS § 4.13.9.

Coat Hook – Side Approach - Reach Range: The highest operable part of the coat hook is mounted greater than the maximum 54" above the finished floor for a side approach; the coat hook is mounted 60" above the finished floor. See UFAS § 4.2.6; Figures 6(a) and 6(b).

Water Closet Stall - Side Grab Bar - Height: The centerline of the side grab bar is not mounted between 33"-36" above the finished floor; the grab bar is mounted 32 1/2" above the finished floor. See UFAS § 4.17.6; Figure 30(d).

#### **Women's Public Restroom**

Signage (Interior) – Mounting Location and Height: The signage is not mounted on the wall adjacent to the latch side of the door at a height of between 54”- 66” above the finished floor; the signage is mounted on the door. See UFAS § 4.30.6.

Door - Opening Force: The door opening force exceeds 5 lbf; the opening force is 14 lbf. See UFAS § 4.13.11(2)(b).

Lavatory – Counter - Height: The lavatory counter surface is mounted greater than 34” above the finished floor; the lavatory counter is mounted 34 1/2” above the finished floor. See UFAS § 4.19.2.

Water Closet - Centerline: The centerline of the water closet is not mounted exactly 18” from the closest side wall; the centerline of the water closet is mounted 21” from the closest side wall. See UFAS § 4.16.2; Figure 28.

Coat Hook – Side Approach - Reach Range: The highest operable part of the coat hook is mounted greater than the maximum 54” above the finished floor for a side approach; the coat hook is mounted 62” above the finished floor. See UFAS § 4.2.6; Figures 6(a) and 6(b).

Water Closet Stall - Side Grab Bar - Height: The centerline of the side grab bar is not mounted between 33”-36” above the finished floor; the grab bar is mounted 32 1/2” above the finished floor. See UFAS § 4.17.6; Figure 30(d).

## **Fifth Floor of the Building**

### **Reception Area**

Door - Opening Force: The door opening force exceeds 5 lbf; the opening force is 7 lbf. See UFAS § 4.13.11(2)(b).

Business Transaction Counter – Height: The height of the business transaction counter is greater than the maximum 36” above the finished floor and there is no auxiliary counter or a portion of the main counter with a maximum height of between 28” – 34”; the business transaction counter is mounted 42” above the finished floor and there is no auxiliary counter. See UFAS §§ 7.2; 4.32.4.

### **Men’s Public Restroom**

Accessible Restroom – Signage: The accessible restroom is not marked by signage with the International Symbol of Accessibility; there is no signage designating the accessible restroom. See UFAS §§ 4.1.1(7)(d); 4.30; Figure 43.

Door - Opening Force: The door opening force exceeds 5 lbf; the opening force is 11 lbf. See UFAS § 4.13.11(2)(b).

Lavatory – Counter - Height: The lavatory counter surface is mounted greater than 34” above the finished floor; the lavatory counter is mounted 34 3/4” above the finished floor. See UFAS § 4.19.2.

Water Closet Seat - Height: The height of the water closet seat is not between 17”-19” above the finished floor, measured to the top of the toilet seat; the height of the water closet seat is 21” above the finished floor. See UFAS § 4.16.3; Figure 29(b).

Water Closet - Centerline: The centerline of the water closet is not mounted exactly 18” from the closest side wall; the centerline of the water closet is mounted 21 1/2” from the closest side wall. See UFAS § 4.16.2; Figure 28.

Door - Hardware: The door hardware requires tight grasping, twisting or pinching of the wrist to operate; the door hardware is a lock that requires tight grasping, twisting, or pinching. See UFAS § 4.13.9.

Water Closet Stall – Wall-Mounted - Dimensions: The water closet is wall-mounted and the stall is not at least 56” deep and 60” wide; the stall is 56” deep and 42” wide. See UFAS § 4.17.3; Figure 30(a).

Water Closet Stall - Side Grab Bar - Height: The centerline of the side grab bar is not mounted between 33”-36” above the finished floor; the grab bar is mounted 32 1/2” above the finished floor. See UFAS § 4.17.6; Figure 30(d).

Water Closet Stall – Back Grab Bar – Height: The centerline of the back grab bar is not mounted between 33”-36” above the finished floor; there is no back grab bar. See UFAS § 4.17.6; Figure 30(c).

### **Women’s Public Restroom**

Signage (Interior) – Mounting Location and Height: The signage is not mounted on the wall adjacent to the latch side of the door at a height of between 54”- 66” above the finished floor; the signage is mounted on the door. See UFAS § 4.30.6.

Door - Opening Force: The door opening force exceeds 5 lbf; the opening force is 16 lbf. See UFAS § 4.13.11(2)(b).

Lavatory – Counter - Height: The lavatory counter surface is mounted greater than 34” above the finished floor; the lavatory counter is mounted 35” above the finished floor. See UFAS § 4.19.2.

Water Closet Seat - Height: The height of the water closet seat is not between 17”-19” above the finished floor, measured to the top of the toilet seat; the height of the water closet seat is 20” above the finished floor. See UFAS § 4.16.3; Figure 29(b).

Water Closet - Centerline: The centerline of the water closet is not mounted exactly 18” from the closest side wall; the centerline of the water closet is mounted 21” from the closest side wall. See UFAS § 4.16.2; Figure 28.

Door - Hardware: The door hardware requires tight grasping, twisting or pinching of the wrist to operate; the door hardware is a lock that requires tight grasping, twisting, or pinching. See UFAS § 4.13.9.

Water Closet Stall – Wall-Mounted - Dimensions: The water closet is wall-mounted and the stall is not at least 56” deep and 60” wide; the stall is 56” deep and 42” wide. See UFAS § 4.17.3; Figure 30(a).

Water Closet Stall - Side Grab Bar - Height: The centerline of the side grab bar is not mounted between 33”-36” above the finished floor; the grab bar is mounted 32” above the finished floor. See UFAS § 4.17.6; Figure 30(d).

Water Closet Stall – Back Grab Bar – Height: The centerline of the back grab bar is not mounted between 33”-36” above the finished floor; there is no back grab bar. See UFAS § 4.17.6; Figure 30(c).

Coat Hook – Side Approach - Reach Range: The highest operable part of the coat hook is mounted greater than the maximum 54” above the finished floor for a side approach; the coat hook is mounted 61” above the finished floor. See UFAS § 4.2.6; Figures 6(a) and 6(b).HCV:

**Appendix 3: Certain Tenants Requiring Reasonable Accommodations (Initials)**

- |          |          |
|----------|----------|
| 1. D.A.  | 24. J.M. |
| 2. A.B.  | 25. S.M. |
| 3. C.C.  | 26. I.O. |
| 4. F.C.  | 27. P.P. |
| 5. V.C.  | 28. N.R. |
| 6. I.C.  | 29. L.R. |
| 7. A.D.  | 30. C.S. |
| 8. I.E.  | 31. C.S. |
| 9. R.E.  | 32. B.S. |
| 10. L.G. | 33. F.S. |
| 11. E.H. | 34. B.S. |
| 12. R.H. | 35. W.S. |
| 13. J.H. | 36. C.T. |
| 14. L.H. | 37. T.T. |
| 15. C.H. | 38. L.T. |
| 16. L.J. | 39. C.T. |
| 17. L.J. | 40. J.T. |
| 18. S.J. | 41. K.T. |
| 19. R.J. | 42. A.W. |
| 20. M.J. | 43. S.W. |
| 21. S.J. | 44. M.W. |
| 22. T.K. | 45. W.Y. |
| 23. C.M. |          |

**Appendix 4: Certification of Compliance with Accessibility Standards**

I. [insert name], in my capacity as Independent Licensed Architect retained pursuant to Paragraph 11.c of the Voluntary Compliance Agreement (VCA) executed by HAPGC and HUD on [date], hereby CERTIFY, based on an on-site accessibility survey, to the best of my professional knowledge, information, and belief that the Housing Development identified below, including the dwelling units and public and common use areas, is in compliance with the requirements of Section 504 of the Rehabilitation Act (Section 504), 29 U.S.C. § 794 and implementing regulations at 24 C.F.R. §§ 8.21(a), 8.22, and 8.26; Title II of the Americans with Disabilities Act (ADA), 42 U.S.C. § 12131 – 12134 and implementing regulations at 28 C.F.R. § 35.151; the Fair Housing Act, 42 U.S.C. §§ 3601-3620, and implementing regulations at 24 C.F.R. Parts 100 (if applicable); and the applicable Accessibility Standards.

Name, Street Address, and Description of Housing Development Surveyed:

Description of Features and Amenities (e.g., community room, playground equipment, computer lab, fitness center, transportation services, swimming pool, on-site laundry, library, trash room, management office):

Under the VCA, this Development is a:

- Current Housing Development
- New Housing Development

Name and Professional Qualifications of Surveyor(s):

Date(s) of Survey:

Fair Housing Act Compliance (select one):

This Development is not covered by the Fair Housing Act design and construction requirements. It was designed and constructed for first occupancy on or before March 13, 1991, or is a building consisting of fewer than four dwelling units, or is otherwise not covered by the Fair Housing Act design and construction requirements (e.g., a building consisting entirely of multistory townhouses and no elevator).

This Development is covered by the Fair Housing Act design and construction requirements and meets a design standard specified in 24 C.F.R. § 100.205(e)(1)-(3).

Specify the design standard: \_\_\_\_\_

Description of Required Accessible Units

\_\_\_\_\_ Total dwelling units in Development (including Accessible and inaccessible units)

\_\_\_\_\_ Total Required Designated Mobility Accessible Units (at least 5%, not more than 11% unless HAPGC has received permission from HUD for the Development)

\_\_\_\_\_ Total Required Designated Sensory Accessible Units (at least 2%, not more than 4% unless HAPGC has received permission from HUD for the Development)

Description of Additional Units with Accessibility Features Provided at this Development:

Number of additional units with mobility features above 5% minimum:

Number of additional units with sensory features above 2%:

Certification of Compliance:

Signature of

Independent Licensed Architect: \_\_\_\_\_ Date signed: \_\_\_\_\_

Address, telephone number, and email address of the Independent Licensed Architect:

Comments (if any):