

ADA Transition Plan

City of Chesterfield, Missouri



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I - Introduction

The City of Chesterfield, Missouri (City) strives to provide equal access for all residents, including those physically challenged, to all programs and public facilities.

The Americans with Disabilities Act (ADA) was signed into federal law in 1990. This law provides a clear and comprehensive national mandate for the elimination of discrimination against individuals with disabilities. It also addresses major areas of discrimination faced by people with disabilities, including the accessible use of public rights-of-way.

Title II is a subsection of the overall ADA which is directed toward state and local governments. Title II requires that state and local governments provide people with disabilities an equal opportunity to benefit from municipal programs, services, and activities. Title II also requires all public entities with more than 50 employees to develop a formal Transition Plan for addressing areas that the municipality finds which may provide a “barrier” for accessibility to public infrastructure.

Note that the word barrier is used specifically in the ADA verbiage to describe any physical deficiency in a sidewalk or curb ramp that exceeds the limits set forth in the ADA requirements.

The Transition Plan must adhere to the following requirements:

- Identify physical obstacles in the City’s facilities that limit the accessibility of its programs or activities to individuals with disabilities
- Describe in detail the methods that will be used to make the facilities accessible
- Specify the schedule for taking the steps necessary to upgrade pedestrian access to meet ADA guidelines in each year following the Transition Plan
- Identify the official responsible for implementation of the Transition Plan

This document is the City of Chesterfield Transition Plan, and it complies with all of the requirements above.

II - City Compliance Overview

Since the passage of the ADA in 1990, the City has been working to address accessibility issues and achieve compliance with ADA regulations. Beginning in 1991, the City has performed regular inspections of the pavement, sidewalks, and curb ramps owned by the City in order to plan and schedule necessary repairs. In addition, the City has performed regular inspections for accessibility barriers at City parks, playgrounds, public parking lots, and recreational trails.

The City of Chesterfield Department of Public Works (DPW) is responsible for the operation and maintenance of 183 miles of public streets, 254 miles of sidewalk, and 2,280 curb ramps. The City does not own or maintain any traffic or pedestrian signals. All signals within City limits are owned and maintained by either St. Louis County or the Missouri Department of Transportation (MODOT).

From 1991 to 2021, the City has responded to more than 9,300 sidewalk repair work orders. The City has also installed more than 1,200 curb ramps at public street intersections and public facilities. A detailed list of City accessibility improvements (curb ramps, sidewalks, playgrounds, parking lots, and walking trails) completed since 1991 can be found in Appendix A and this list is update annually.

It is critical for the City to have an objective methodology for prioritizing barriers to accessibility for the purpose of determining annual repair, replacement, and improvement projects. It is also critical for the City to incorporate deficiencies reported by residents into the Transition Plan. An explanation of the City's methodology for creating a prioritized improvement list is included in the Self-Evaluation section of this report and the City's framework for considering resident reported issues is included in the Transition Plan section.

City Facilities

In accordance with Title II of the American with Disabilities Act (ADA), all City public meetings and City-sponsored events are accessible to persons with disabilities. The Chesterfield Government Center, located at 690 Chesterfield Parkway West, provides convenient accessible parking spaces with covered ramps leading to the main building entrance. There is ground floor access to the City Council Chambers, Police, City Clerk, conference rooms, and Municipal Courts services. An elevator is also provided for access to second floor offices and conference rooms.

Chesterfield Central Park is located in the heart of Downtown Chesterfield, on Veterans Place Drive. Central Park has an amphitheater, concession stands,

restrooms, gazebo, picnic pavilions, and a nature walkway which are all ADA accessible. The amphitheater also provides an accessible viewing deck to accommodate guests who require wheelchair access.

The Chesterfield Family Aquatic Center, located at 16365 Lydia Hill Drive, provides ADA compliant recreation and enjoyment for visitors of all ages and abilities. The Chesterfield Valley Athletic Complex (CVAC) is home to the Catch 22 Miracle Field which provides specially designed dugouts, bleachers, and an ADA compliant playing surface for participants of all skill levels and ages. The Monarch-Chesterfield Levee Trail is a 12-mile paved asphalt recreational trail with ADA access at three locations. One access is located at the west end of the CVAC, one to the east of Chesterfield Outlets (former Taubman Prestige Outlets), and one near the intersection of Edison Road and Long Road.

The following is a list of City accessible buildings and facilities. Links to the corresponding facility websites can be found on the City of Chesterfield homepage.

Facility (click for website)	Location
Catch 22 Miracle Field	17925 North Outer 40 Road
Central Park and Amphitheater	16462 Burkhardt Place
Chesterfield Valley Athletic Complex	17925 North Outer 40 Road
Chesterfield Family Aquatic Center	16365 Lydia Hill Drive
Eberwein Dog Park	1627 Old Baxter Road
City Hall – Municipal Courts	690 Chesterfield Parkway W
City Hall – Police Department	690 Chesterfield Parkway W
Monarch Chesterfield Levee Trail	17925 North Outer 40 Road
Parks Maintenance Facility	17891 North Outer 40 Road
Public Works Maintenance Facility	165 Public Works Drive

Snow Removal

City personnel and equipment are utilized for removing snow and ice from City streets and facilities. For individual disabled residents, the City has a program for removing snow windrows from a qualifying resident’s residential driveway apron within the public right-of-way. A snow windrow is residual snow that is left at the end of a driveway after a snow plow has cleared the road. Residents can apply for the program by providing a medical certificate describing their medical need or disability which limits their ability to remove the windrow.

New Construction

The City inspects and confirms that new sidewalks and curb ramps are constructed in accordance with ADA guidelines prior to final acceptance for public maintenance.

City inspectors use the City ADA Checklist, found in Appendix B, to ensure that new construction complies with ADA guidelines. This checklist is also provided to contractors at Pre-Construction Meetings to reinforce the importance of the new construction meeting these criteria. When a newly constructed sidewalk or curb ramp does not meet the ADA criteria, it is the responsibility of the contractor to remove and reconstruct the facility at the contractor's expense.

III - Self-Evaluation Process

Overview

The foundation of the City's Transition Plan is an in-depth and on-going self-evaluation of City facilities. The City began the self-evaluation process of inspecting publicly owned sidewalks and curb ramps to determine where existing conditions do not meet ADA guidelines in February 2012.

Evaluation Standards

The City uses the ADA design guidelines for new sidewalk and curb ramp construction as detailed in the St. Louis County Department of Transportation Standard Drawings. The same guidelines are used for evaluating existing sidewalks and curb ramps.

The self-evaluation process documents defects in the City's sidewalks and curb ramps that do not meet ADA guidelines. In addition, the self-evaluation process involves rating the severity of these defects for planning and scheduling maintenance and repairs. The Scoring System section below details the specific criteria that are evaluated in each inspection and explains the scoring system.

Schedule

One-third of the City's sidewalks are inspected each calendar year on a rolling three-year cycle. The City is divided into nine snow maps designated "A" through "I" as shown in Appendix C. The City follows these established Snow Map routes for sidewalk inspections. Routes A, B, and C are grouped together as are routes D, E, and F, and G, H, and I.

Curb Ramps are viewed concurrent with sidewalk inspections for significant deficiencies that may require immediate attention and are inspected in more detail every ten years.

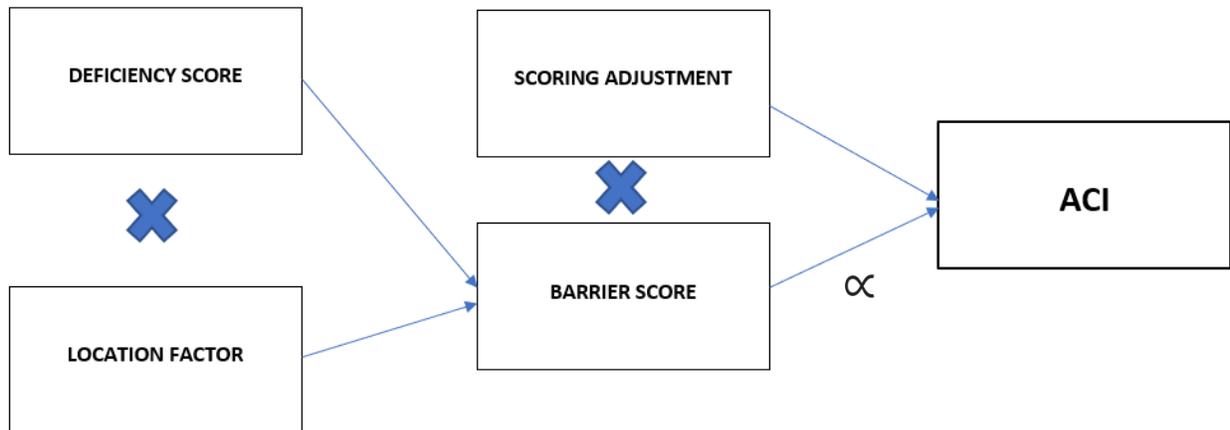
There are many sidewalks and curb ramps in the City that are located on private property and are the responsibility of the corresponding property owner to maintain. The City does not inspect nor repair privately-owned sidewalks or curb ramps. In addition, the City does not inspect nor repair driveway aprons.

Scoring System

The City's scoring system for evaluating sidewalk and curb ramp condition includes field inspections, post-inspection data analysis, and scoring adjustments. The field inspections identify the location of defects in the sidewalk and curb ramps. The post-inspection analysis uses the field inspection information (defect and location) to determine an initial Barrier

Score. The Barrier Score is then adjusted, as necessary, based on resident concerns or engineering judgement to produce the Accessibility Condition Index (ACI). The ACI is a number from 1 – 10, with 10 indicating excellent condition and 1 indicating poor condition.

The following figure shows an outline of the process to determine the ACI. The process begins with a field inspection of sidewalk or curb ramps by Engineering personnel.



The following sections detail how the Deficiency Score is determined for sidewalk and curb ramps and then how the Location Factor, Barrier Score, and Scoring Adjustments are applied to obtain the ACI. It is important to note that while the field inspection and GIS processing for determining the Deficiency Score of sidewalk and curb ramps is different, the same process is utilized to determine the Barrier Score, apply scoring adjustments and determine the ACI of both sidewalk and curb ramps.

Deficiency Score - Curb Ramp

A Curb Ramp is visually evaluated and assigned a rating of “Acceptable”, “Functional”, “Non-Functional”, or “Missing”. An Acceptable ramp visually appears to comply with current ADA guidelines. A Functional ramp does not appear to meet all ADA design guidelines, but it appears to be useable in its current condition. A Non-Functional ramp does not appear to meet all ADA design guidelines and does not appear to be useable in its current condition. A Missing ramp is self-evident. Locations where the existing sidewalk meets the back of curb but does not drop down from sidewalk level to street level will be considered a Missing ramp. Curb ramp ratings are based on visual inspection only without any physical measurements. A typical curb ramp detail is provided in Appendix E for reference.

Deficiency Score - Sidewalk

Sidewalk is evaluated based on the criteria listed in Table 1 in Appendix D. The Sidewalk Deficiency Score is a weighted total of all sidewalk defects observed in a defined area of sidewalk. Sidewalk areas are defined in the City’s Geographic Information System (GIS).

The following are photo examples of each of the sidewalk deficiencies that the City is evaluating:

<p>Vertical</p> 	<p>Ponding</p> 
<p>Cross Slope</p> 	<p>Cracking</p> 
<p>Obstruction</p> 	<p>Spalling</p> 

Vegetative



Location Factor - Curb Ramp and Sidewalk

The Location Factor adjusts the Deficiency Score to give higher priority to sidewalk and curb ramp defects that are located in higher pedestrian traffic areas. The Location Factor is the same for both sidewalks and curb ramps.

Table 2 in Appendix D details various pedestrian traffic generators and the weighted values for the specific location of each defect. Note that defects can be in multiple location categories. For example, a defect could be near a bus stop, adjacent to a senior living facility, and in the vicinity of a park. Location Factor adjustments are calculated in the City's GIS.

Barrier Score - Curb Ramp and Sidewalk

The word "barrier" is used specifically in the ADA verbiage to describe any physical deficiency in a sidewalk or curb ramp that exceeds the limits set forth in the ADA guidelines. The Barrier Score is the product of the Deficiency Score and the Location Factor. Therefore, the Barrier Score is a weighted value that takes into account both the number and severity of physical deficiencies and the location of said deficiencies. The Barrier Score is calculated in the City's GIS.

Scoring Adjustments - Curb Ramp and Sidewalk

In order to be responsive to City residents and acknowledge that sidewalk and curb ramp conditions change over time, scoring adjustments may be applied to sidewalk and curb ramp Barrier Scores to increase priority of a particular sidewalk or curb ramp. When the City receives a resident request and/or concern about a sidewalk or curb ramp the request will be entered as a Request for Action (RFA) in the City's Work Order system. The RFA will be initiated as a Work Order by the Assistant City Engineer in the Department of Public Works and assigned for review and action. The City will evaluate the reported deficiency and if the issue does not warrant immediate action but does warrant increased priority an "Engineering Adjustment" will be made in GIS.

Accessibility Condition Index (ACI)

ACI is used for prioritizing and scheduling sidewalk and curb ramp repairs and replacements. The ACI is a combination of the Barrier Score and the Engineer Adjustment. The ACI is a value from 1-10 representing the condition of a sidewalk or curb ramp in relation to all sidewalk and curb ramps in the City. An ACI of 1 is indicative of sidewalk or curb ramp in the worst condition (the bottom 10%). An ACI of 10 is indicative of the City's sidewalk or curb ramp in the best condition (the top 10%). The Barrier Score and the ACI are inversely proportional to each other; the higher the Barrier Score, the lower the ACI. ACI values are tabulated annually for sidewalk and curb ramps in the entire City and not only the portion of the City's sidewalk and/or curb ramps rated in a given year.

IV - Transition Plan

The Self-Evaluation Scoring System provides prioritized lists of sidewalk and curb ramps. This information is used to help the City evaluate and program annual sidewalk and curb ramp work. The City's goal is to focus resources on repairing facilities that most limit accessibility. As previously discussed, the self-evaluation program takes into account deficiencies, location, and problems reported by City residents to identify the areas of most critical need.

Budgeting

The City typically funds the repair, replacement, or improvement of existing pedestrian facilities from the following sources:

1. Community Development Block Grant Program (CDBG):
 - The City receives approximately \$40,000 per year in Department of Housing and Urban Development grants, distributed by St. Louis County. The full amount of this grant is used for curb ramp replacements.
2. Miscellaneous Grants:
 - Other grant programs are available through the Federal Highway Administration, Missouri Department of Transportation, and East-West Gateway Council of Governments. The City may apply for grants through these programs when funds are made available for pedestrian facility projects.
3. Capital Projects:
 - The City Council budgets \$200,000-\$500,000 annually for pedestrian facility projects from the General Fund and/or the Capital Projects Fund.
4. Tree Trimming Program:
 - The annual Public Works maintenance budget includes funding for trimming vegetation that encroaches on pedestrian facilities.
5. Sidewalk Maintenance:
 - The annual Public Works maintenance budget includes funding for removing trip hazards and hazard sidewalk replacement.

Private development is another source of improvements to pedestrian facilities. City Code requires new pedestrian facilities to be constructed across the property frontage of new site developments. In addition, existing pedestrian facilities are required to be repaired or replaced as necessary to meet current ADA guidelines across the property frontage of new site developments.

Scheduling and Implementation

The Sidewalk Program Project Manager reviews the prioritized ACI list annually to schedule sidewalk and curb ramps that will be improved, repaired, or replaced in the upcoming year.

Curb ramps that are not replaced as part of the CDBG funding project will be considered for replacement as part of the City's other Capital Projects (including slab replacement, roadway reconstruction, and sidewalk repair projects). In general, a curb ramp located within 100 feet of a planned City sidewalk replacement shall also be replaced if it has an ACI of 1 – 3 or if the City has a record of a complaint regarding the curb ramp. A curb ramp with no record of complaint and with an ACI ≥ 4 will generally not be included as part of Capital Project; however, any non-compliant ADA ramp may be included in the project at the Project Manager's discretion and in consultation with the City Engineer.

When the scope of sidewalk and curb ramp work for the upcoming year is finalized, the projects will be constructed in-house by the City or publicly advertised and awarded to a third-party contractor in conformance with the City's purchasing policy.

Response to Resident Concerns and Incidents

When a resident reports a concern or physical incident (a trip and fall, personal concern, use issue, etc.) caused by a sidewalk or curb ramp deficiency, the issue will be evaluated as previously outlined in the Scoring Adjustment section. Some reported concerns may warrant action over and above an Engineering Adjustment. The following sections detail more specific actions that will be taken by the City to address resident reported concerns and incidents.

Concerns

Resident reported sidewalk and curb ramp concerns of a vertical sidewalk displacement greater than one inch (1") or of sidewalk or curb ramps that have an ACI of 1 – 3 will be recommended to the City Street Division for repair or to the sidewalk program Project Manager for replacement.

If it is a vertical displacement less than one inch (1") or the ACI is ≥ 4 , the sidewalk or curb ramp will receive an Engineering Adjustment that will elevate its priority in the ACI list used to schedule annual projects.

Incidents

Resident reported incidents (trip and fall, barrier to access, damage to existing facilities, etc.) will be evaluated as detailed in the scoring adjustment section. In cases of an incident that poses an ongoing threat to public safety (such as

locations where an accident and/or injury has occurred), the incident will also be immediately forwarded to the City Street Division to remove the deficiency to the maximum extent practical. If more substantive action is needed to fully address the deficiency it will be scheduled for repair or replacement as directed by the City Engineer.

Limitations

Due to the high cost to repair an existing deficiency, it is not feasible to perform all repairs immediately. Accordingly, the City will use the ACI list to prioritize work each year. Through this process, the City will work to address all of its deficiencies in a systematic manner. The City will also remain responsive to resident concerns and changing field conditions as detailed in the previous section.

There may be occasions where it is not possible to repair an identified barrier due to existing conditions. ADA Title II recognizes that some barriers cannot be removed for this reason. ADA classifies these instances where full compliance with the requirements is not possible due to the unique characteristics of terrain as “structurally impractical”.

In a situation where removing a barrier is determined to be “structurally impractical” as described above, the City will improve the existing deficiency to the maximum extent possible and the action taken will be documented.

ADA Coordinator

The Department of Public Works is responsible for administering the ADA compliance program for accessible pedestrian facilities. As such, the Director of Public Works, James Eckrich, P.E., is the designated person responsible for ensuring ADA compliance and investigating complaints. Mr. Eckrich can be contacted at:

690 Chesterfield Parkway West
Chesterfield, MO 63017
Phone: 636-537-4764
Fax: 636-537-4798
Email: adacoordinator@chesterfield.mo.us

V - Public Involvement

Public Comment

An open house was held on July 31, 2018 at Chesterfield City Hall where the City Transition Plan was most-recently presented. Copies of the plan were available for review, graphics describing the process of the City's self-evaluation were displayed, and City staff was on hand to discuss the process and answer questions. Public comment cards were also available and collected.

Three disability advocacy groups - Paraquad, Starkloff Disability Institute, and Delta Center for Independent Living - were invited to attend the open house and give feedback on the Transition Plan.

For those unable to attend the open house, the draft version of the Transition Plan was posted on the City website with the Open House announcement on June 29, 2018. The public was invited to review the plan and provide comments or suggestions via email at adacoordinator@chesterfield.mo.us or via the ADA Suggestion Form which is available on the City website at <https://www.chesterfield.mo.us/ada-suggestion-form.html>. The City will continue to refine the Transition Plan, as necessary.

ADA Grievance Procedure

The City's grievance procedure can be found in Appendix F of this report and on the City's website at <https://www.chesterfield.mo.us/ada-grievance-procedure.html>. The City's grievance procedure complies with the model grievance procedure provided by the Department of Justice which includes: (i) a description of how and where a complaint under Title II may be filed with the government entity; (ii) if a written complaint is required, a statement notifying a potential grievant that alternative means of filing will be available to people with disabilities who require such an alternative; (iii) a description of the time frames and processes to be followed by the grievant and the government entity; (iv) information on how to appeal an adverse decision; and, (v) a statement of how long complaint files will be retained. Appendix F provides the form to file a formal grievance.

Please be advised that the City of Chesterfield does not enforce ADA compliance on private property. The ADA grievance procedure is only applicable to property owned by the City of Chesterfield or services provided by the City of Chesterfield. Other complaints should be forwarded to the Missouri Commission on Human Rights at 877-781-4236.

Notice of ADA Compliance

Regardless of size, all public entities must provide information about the rights and protections of Title II to applicants, participants, beneficiaries, employees, and other interested persons [28 CFR § 35.106]. The non-discrimination notice, which complies with the requirements of ADA, is posted on the City's website at <https://www.chesterfield.mo.us/ada-notice.html>. Additionally, the notice is posted in the Multi-Purpose room in City.

VI - APPENDICES

Appendix A - ADA Accessibility Improvement Projects

Planned ADA Accessibility Improvements

<u>File Number</u>	<u>Project Description</u>	<u>Status</u>
2023-PW-05	Schoettler Road Sidewalk Gap	Planning
2013-PW-08	Monarch-Chesterfield Levee Trail Phase VI	Design
2011-PW-06	Monarch-Chesterfield Levee Trail Phase V	Design
2015-PW-15	Pathway on the Parkway Sidewalk	Planning

Completed ADA Accessibility Improvements

<u>File Number</u>	<u>Project Description</u>
2022-PW-05	Schoettler Road Improvements
2022-PW-04	Sidewalk Replacement
2022-PW-02	CDBG Curb Ramp Improvements
2022 Work Orders	138 Sidewalk Work Orders
2018-PW-06	Riparian Trail – August Hill Dr. to Old Chesterfield Rd.
2021 Work Orders	174 Sidewalk Work Orders
2021-PW-04	Sidewalk Replacement
2021-PW-02	CDBG Curb Ramp Improvements
2020 Work Orders	272 Sidewalk Work Orders
2020-PW-04	Sidewalk Replacement
2020-PW-02	CDBG Curb Ramp Improvements
2019 Work Orders	224 Sidewalk Work Orders
2019-PW-04	Sidewalk Replacement
2019-PW-02	CDBG Curb Ramp Improvements
2018 Work Orders	196 Sidewalk Work Orders
2018-PW-04A	Sidewalk Replacement A
2018-PW-04B	Sidewalk Replacement B
2018-PW-02	CDBG Curb Ramp Improvements
2017-PW-04	Sidewalk Replacement/Extension
2017-PW-02	CDBG Curb Ramp Improvements
2013-PW-06	Greentrails Drive South Improvements
2016-PW-04	Sidewalk Replacement
2016-PW-02	CDBG Curb Ramp Improvements
2015-PW-04	Sidewalk Replacement
2015-PW-02	CDBG Curb Ramp Improvements
2014-PW-04	Sidewalk Replacement/Extension
2014-PW-02	CDBG Curb Ramp Improvements
2013-PW-11	Appalachian Trail Ph. 2 – Beaver Creek Rd to White Rd
2013-PW-05	Ladue Road Improvements
2013-PW-04	Sidewalk Replacement/Extension
2013-PW-02	CDBG Curb Ramp Improvements
2012-PW-04	Sidewalk Replacement/Extension
2012-PW-02	CDBG Curb Ramps
2011-PW-12	Timberlake Bridge Repair
2011-PW-05	Monarch-Chesterfield Levee Trail Phase IV
2011-PW-04	Sidewalk Replacement/Extension

Completed ADA Accessibility Improvements (Continued)

<u>File Number</u>	<u>Project Description</u>
2011-PW-02	CDBG Curb Ramps
2010-PW-11	Appalachian Trail Phase I – Olive Blvd to Beaver Creek Road
2010-PW-04	Sidewalk Replacement/Extension
2010-PW-02	CDBG Curb Ramps
2010-PW-04	Sidewalk Replacement/Extension
2009-PW-02	CDBG Curb Ramps
2009-PW-04	Sidewalk Replacement/Extension
2009-PW-05	Monarch-Chesterfield Levee Trail Phase III
2009-PW-06A	Central Park Amphitheatre
2009-PW-06D	Central Park Bridges and Gazebo
2009-PW-06E	Central Park Streamwalks
2009-PW-06F	Central Park Linear Park
2009-PW-18	Eberwein Dog Park with Walking Trail
2008-CP-01	Central Park Road (Veteran’s Place)
2008-PW-01	Stablestone Drive/Greentrails – STP
2008-PW-02	CDBG Curb Ramps
2008-PW-04	Sidewalk Replacement/Extension
2008-PW-05	Monarch-Chesterfield Levee Trail Phase II
2008-PW-11	Lydia Hill Drive Extension
2007-PW-02	CDBG Curb Ramps
2007-PW-04	Sidewalk Replacement/Extension
2007-CVAC-05	Parks Maintenance Facility
2006-PW-02	CDBG Curb Ramps
2006-PW-04	Sidewalk Replacement/Extension
2005-PW-02	CDBG Curb Ramps
2005-PW-04	Sidewalk Replacement/Extension
2005-PW-05	Monarch-Chesterfield Levee Trail
2004-PW-01	Splash Playground
2004-PW-02	CDBG Curb Ramps
2004-PW-04	Sidewalk Replacement/Extension
2004-PW-05A	River Valley Phase III
2004-PW-05	Old Baxter Road Phase II
2004-PW-14	Miracle Field
2003-PW-02	CDBG Curb Ramps
2003-PW-04	Sidewalk Replacement/Extension
2003-PW-05A	River Valley Phase II
2003-PW-05B	Old Baxter Road Phase I
2003-PW-15	Curb Ramp Installation – Stablestone/Greentrails
2002-PW-02	CDBG Curb Ramps
2002-PW-04	Sidewalk Replacement/Extension
2002-PW-06	Parks Playground Surfacing
2001-PW-02	CDBG CVAC Curb Ramps
2001-PW-04	Sidewalk Replacement/Extension
2001-PW-05	River Valley Street Reconstruction Phase I

Completed ADA Accessibility Improvements (Continued)

<u>File Number</u>	<u>Project Description</u>
2000-PW-02	CDBG CVAC Curb Ramps
2000-PW-05	Old Baxter Road
2000-PW-26	Parks Playground Surfacing
1999-PW-02	CDBG Curb Ramps
1999-PW-04	Sidewalk Replacement/Extension
1999-PW-07	Pathway on the Parkway
1999-PW-11	Government Center Construction – City Hall
1999-PW-12	Central City Park Pavilion
1998-PW-02	CDBG Curb Ramps
1998-PW-19	Clarkson Road Sidewalk
1997-PW-02	CDBG Curb Ramps
1997-PW-04	Sidewalk Replacement/Extension
1997-PW-12	Municipal Pool – Family Aquatic Center
1996-PW-02	CDBG Curb Ramps
1996-PW-11	Sidewalk Replacement
1995-PW-01	Public Works Facility
1995-PW-02	CDBG Curb Ramps
1995-PW-13	Sidewalk Construction – Justus Post
1994-PW-02	CDBG Curb Ramps
1994-PW-10	Sidewalk Reconstruction – Deerhorn and River Valley
1993-PW-02	CDBG Curb Ramps
1993-PW-13	Sidewalk Construction – Ridge Trail and River Valley
1992-PW-02	CDBG Curb Ramps
1992-PW-11	Sidewalk Project – Greentrails Drive South
1991-PW-02	CDBG Curb Ramps

Appendix B – ADA Checklists

CITY OF CHESTERFIELD CURB RAMP INSPECTION FORM



Project Name: _____

Intersection: _____

New or Replacement Ramps? _____

Inspection Item	Design Criteria	Quadrant / Address		Notes / Explanation							
		Meets	Deficient	Meets	Deficient	Meets	Deficient	Meets	Deficient	Meets	Deficient
Truncated Domes Provided	Yes										
Ramp Longitudinal Slope	≤ 8.3%										
Ramp Width	≥ 48"										
Ramp Cross Slope	≤ 2%										
Ramp Flare Slope	≤ 10%										
Top of Ramp Lip	≤ 1/4"										
Top Landing Length (60" typical)	≥ 60"										
Top Landing Width	≥ 60"										
Top Landing Slope	≤ 2%										
Top Landing Cross Slope	≤ 2%										
Gutter Slope *	≤ 5%										
Gutter Lip	≤ 1/4"										
For Marked Crosswalks: Bottom of Ramp to Marked Crosswalk	≥ 48"										

Inspector Signature: _____

Inspector Name: _____

Date: _____

See St. Louis County DOT Standard Drawing: C609.40 - C609.42
(Saved in Plan Synch folder)

Revised: Jan. 2022

**CITY OF CHESTERFIELD
SIDEWALK INSPECTION FORM**



Project Name / Subdivision: _____
 Sidewalk Street Name / Direction: _____
 From / To: _____
 New or Replacement Sidewalk? New Replacement

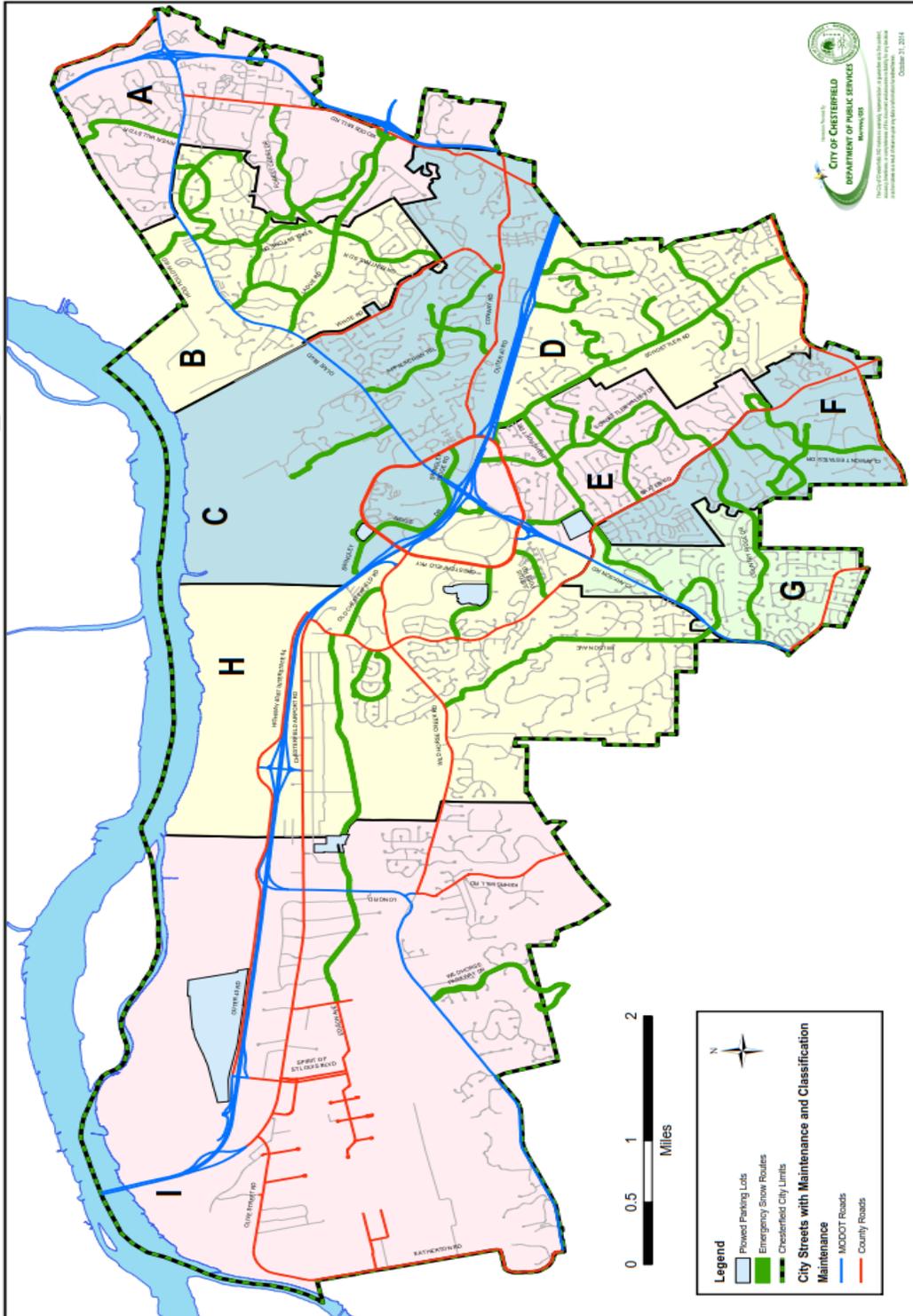
Inspection Item	Design Criteria	Meets / Exceeds	Deficient	Not Applicable	Fault Location(s) - Address/Lot#
Vertical Faults / Heaving	≤ 1/4"				
Cross Slope	≤ 2%				
Physical Obstruction *	None				
Vegetative Obstruction *	None				
Ponding	None				
Cracking	None				
Spalling	None				
5' x 5' Passing Zone #	≤ 200'				

* Minimum accessible path = 48" Horizontal, 80" Vertical/Overhead
 # Driveways count as passing zones

Inspector Signature: _____ Date: _____
 Inspector Name: _____

Appendix C – Snow Maps

Snow Route Map



City of Chesterfield
 DEPARTMENT OF PUBLIC SERVICES
 Maintenance

October 21, 2014

Appendix D – Scoring Tables

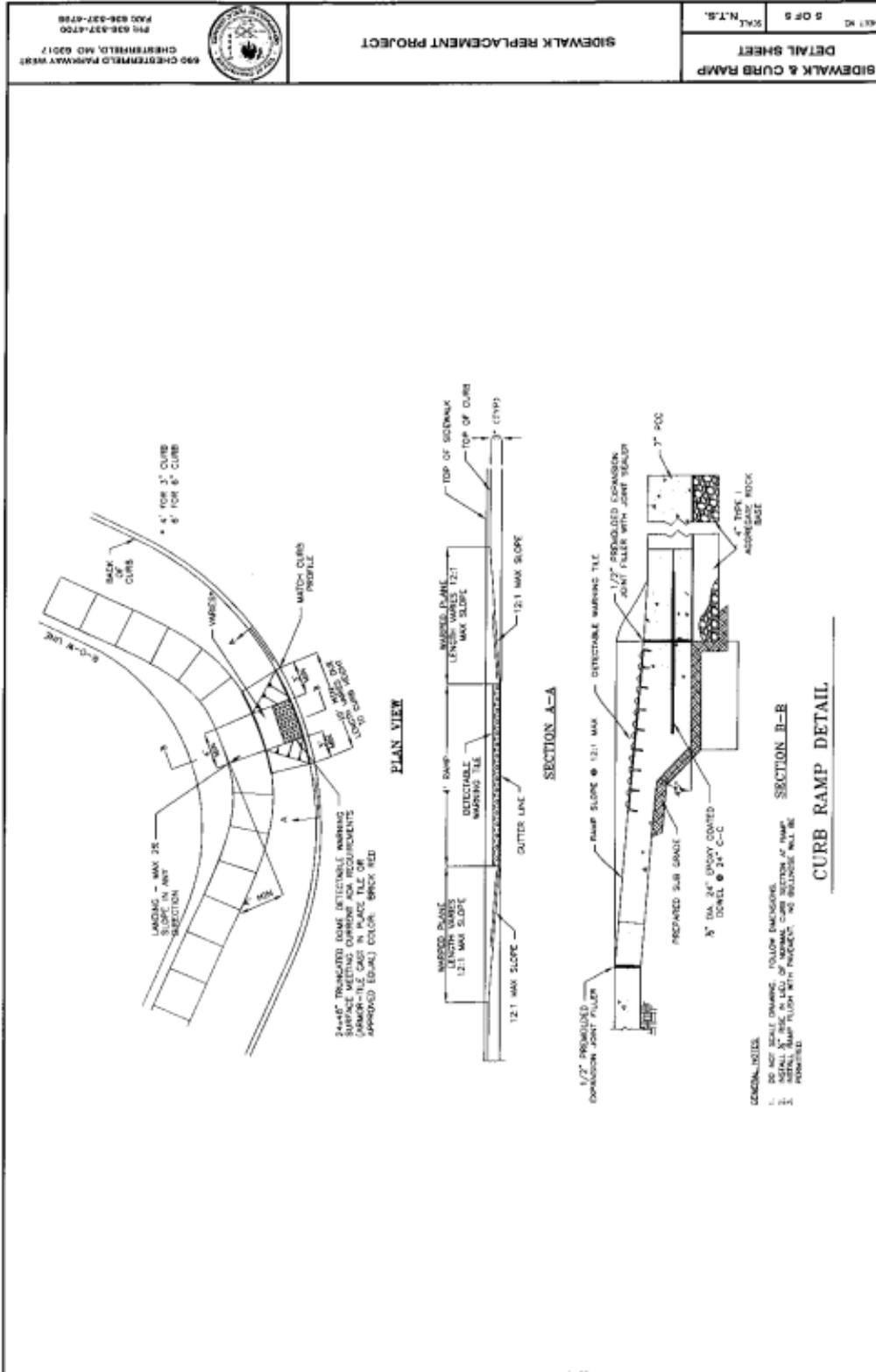
Table 1 – Sidewalk Deficiency Scoring

Fault type	Fault	Value	Weight
Vertical	No Fault or Fault < 1/4"	0	30%
	>= 1/4" but < 1/2"	5	
	>= 1/2" but < 1"	25	
	>= 1" but < 2"	80	
	>= 2"	100	
Physical Obstruction	No Obstructions	0	30%
	Accessible Path < 4'	100	
Cross Slope	<= 2% - Compliant	0	10%
	> 2% but <= 4%	5	
	> 4% but <= 6%	25	
	> 6% but <= 8%	50	
	> 8%	100	
Vegetative	No Obstructions	0	5%
	Accessible Path < 4'	100	
Ponding	N/A	Length	15%
Cracking	N/A	Length	5%
Spalling	N/A	Length	5%

Table 2 – Location Factor Scoring

Pedestrian Generators	Proximity	Value	Weight	Description
Transit	2000'+	0	25%	Metro Bus Stops
	500'-2000'	50		
	0'-500'	100		
Senior Living Facilities	2000'+	0	15%	Senior Living Centers
	500'-2000'	50		
	0'-500'	100		
Schools	2000'+	0	15%	Schools
	500'-2000'	50		
	0'-500'	100		
Places of Public Accommodation	2000'+	0	15%	Public Facilities (government centers, libraries, hospitals, etc.)
	500'-2000'	50		
	0'-500'	100		
Park Facilities	2000'+	0	15%	Park Facilities
	500'-2000'	50		
	0'-500'	100		
Business Districts	outside limits	0	5%	Chesterfield Valley, Chesterfield Parkway Loop, and northeast Olive Blvd.
	within limits	100		
Housing Density	LLR, E-2AC, E-1AC, E-1/2AC	0	5%	Zoning Districts
	R-2, R-3, R-4	10		
	R-5, R-6, R-6A, R-6AA	40		
	R-7, R-8	70		
	UCD, MXD, PC&R	100		
Retail	outside limits	0	5%	Zoned Commercial
	within limits (zoned commercial)	100		

Appendix E – Curb Ramp Detail



Appendix F - ADA Grievance Procedure and Grievance Form

The procedure to file a complaint or grievance under the Americans with Disabilities Act is as follows:

1. ADA related issues should first be reported to the City by contacting City Hall and requesting action be taken to resolve an accessibility barrier.
2. The City will attempt to resolve complaints by using informal resolution procedures at the appropriate staff level. A staff representative and/or the ADA Coordinator will communicate with the grievant to discuss possible solutions to the reported concerns.
3. Should informal complaint resolution attempts fail, a formal written grievance may be filed by the grievant in one of two ways. First, the grievant may complete the online form on the City website, at <https://www.chesterfield.mo.us/ada-grievance-form.html>. Or, the grievant may complete an ADA Grievance Form which is included in this report. The grievant may also obtain a form from the Office of the City Clerk. A formal written grievance must be filed within 180 calendar days of an alleged violation and must contain the following:
 - The name, mailing address, telephone number, and e-mail address of the person filing the grievance.
 - The name, mailing address, telephone number, and e-mail address of the person alleging ADA violation, if other than the person filing the grievance.
 - A description, date, and location of the alleged violation and the remedy or relief which is requested.
 - Information regarding whether a complaint has been filed with the Department of Justice or other federal or state civil rights agency or court.
4. The ADA Coordinator will review and provide a written response to a formal written grievance by certified mail within fourteen (14) calendar days of the grievance filing date. The written response will include any proposed resolutions and notice of the grievant's right to appeal. If the grievance does not concern a Chesterfield facility, it will be forwarded to the appropriate agency and the grievant will be notified.
5. If the grievant is not satisfied with the written response from the ADA Coordinator, the grievant may request an appeal. Such request must be in writing and filed with the Office of the City Clerk within fourteen (14) calendar days of the mailing date of the ADA Coordinator's written response.
6. Appeals will be considered by the City Administrator who will issue a formal response within 30 days of receipt of the appeal.
7. Grievance files will be retained for ten years.

**City of Chesterfield
ADA Grievance Form**

Instructions:

1. Fill out both pages of this form. Print clearly in blue or black ink.
 2. Sign the form at the bottom of the second page.
- OR-
3. This form may also be completed online from the City website at:
<https://www.chesterfield.mo.us/ada-grievance-form.html>

Grievant's Name: _____

Street Address: _____

City, State, Zip Code _____

Phone Numbers: Home () _____ - _____ Cell: () _____ - _____

E-mail: _____

Person or persons affected by the violation allegation, if different from Grievant:

Full Name: _____

Mailing Address: _____

Phone Number: () _____ - _____

E-mail: _____

Location of Alleged Violation: _____

Date of Alleged Violation: _____

Description of Alleged Violation: _____

Grievant Name: _____

Remedy or Relief which is requested:

Has the complaint been filed with another bureau of the Department of Justice or any other Federal, State, or local civil rights agency or court?

No _____ Yes _____

If yes: Agency or Court:

Contact Person:

Address:

City, State, and Zip Code:

Telephone Number:

Date Filed:

Grievant Signature: _____ Date: _____

Return this form to:

City of Chesterfield
Office of the City Clerk
690 Chesterfield Pkwy West
Chesterfield, MO 63017

-OR-

E-mail: cityclerk@chesterfield.mo.us