



DEPARTMENT OF PUBLIC WORKS
Building Inspection Division

April 15, 2003

MEMORANDUM

Bulletin G-12-03

TO: All Licensed Contractors, Permit Applicants, Architects and Engineers

FROM: Thomas H. Goldsbury, P.E.
Chief, Building Inspection Division

SUBJECT: **Accessibility and Break Rooms**

The purpose of this bulletin is to clear up confusion as to whether or not a break room is required to be accessible.

When performing alteration projects, break rooms (employee lounges) are not considered part of the primary function area and unlike restrooms are not specifically required to be modified under the provisions of disproportionate cost, section 11-4.1.6 (2).

For new construction, employee lounges are considered to be common areas and must be accessible, including the sinks, faucets and cabinetry. If an owner or architect plans to utilize the provisions allowed for equivalent facilitation they must declare their intentions on the plans.

Break rooms which are newly constructed in altered areas will be required to be accessible. This clarification is in effect for all work permitted after April 30, 2003.

Cc: All Plans Examiners
James Schock, P.E., C.B.O., Manager, Building Inspection Division
Jack Peeler, Building Inspections Supervisor
John Thrush, Asst. Supervisor, Building Inspections
Roger Blanchard, Asst. Supervisor, Building Inspections
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