



January 2, 2007

**MEMORANDUM**

**BULLETIN G-02-07**

**To:** All Permit Applicants

**From:** Thomas H. Goldsbury, P.E., C.B.O.  
Chief, Building Inspection Division

**Subject:** **Site Plan Submission for Fair Housing Projects**

As you are aware the site accessibility (ADA) is reviewed at the time of the civil review (10 set submission). This ADA review is impossible to perform correctly on projects which are required to comply with the Fair Housing Act without having complete information. Projects covered by the Fair Housing Act include but are not limited to the following: apartments, some townhouse projects, condominiums, and new multi family dwellings. The important issue is if the building has 4 or more units it is considered to be a Fair Housing Project.

Listed below is information to help you prepare your plan for submission. Effective February 1<sup>st</sup>, 2007, all site development submissions for projects that are covered by the Fair Housing Act shall meet with these requirements or the plans will be disapproved.

**Fair Housing Plan Submission Requirements**

1. The total number and locations of all of the accessible units must be shown.
2. Covered multifamily dwellings must have at least one building entrance on an accessible route shown on the plans.
3. Public and common use areas must be made accessible per chapter 11 of the Florida Building Code if they are a public accommodation; otherwise they are required to comply with the applicable requirements of the Fair Housing Act for accessibility. The accessible route and parking for each accessible amenity must be shown.

The accessible route between accessible elements must be shown on the plans. An accessible route is a continuous unobstructed path connecting accessible elements and spaces in a building or within a site that can be negotiated by a person with a severe disability using a wheelchair, and that is also safe for and usable by people with other disabilities. Exterior accessible routes may include parking access aisles, curb ramps, walks, ramps, and lifts. A route that complies

with the appropriate requirements of ANSI A117.1 1986, a comparable standard, or Section 5, Requirement 1 of the “Fair Housing Accessibility Guidelines” is an “accessible route.” In the circumstances where site impracticality described in Section, 5, Requirements 1 and 2 of the “Guidelines” exist, “accessible route” may also include access via a vehicular route.

4. Walks that are part of accessible routes become ramps when their slope exceeds 5% (1 in 20). Handrails are not required on walks with slopes between 0% and 5%, but they are required on those steeper than 5% and up to 8.33% (1 in 12).
5. When the finished grade exceeds 1 in 12 or other physical barriers, all of which are outside the control of the owner, prevent the installation of an accessible pedestrian route; the Guidelines allow for automobiles to be used for access.
6. The path of travel to and placement of site amenities, such as outside mailboxes, refuse disposal areas, swimming pools, clubhouses, and sports facilities should be given careful consideration early in the planning process and located on the drawings.
7. Accessible Route from Site Arrival Points to an Accessible Building Entrance must be shown on the drawings.
8. The building entrance must be connected by an accessible route to public transportation stops, to accessible parking and passenger loading zones, and to public streets or sidewalks and must be shown on the plans.
9. The Guidelines provide that a minimum of two percent of the parking spaces serving covered dwelling units be made accessible and be located on an accessible route. These spaces must be a minimum of 96 inches wide with a 60 inch access aisle and 18 feet long and be shown on the design drawings. In addition at least one accessible parking space shall be provided for guest parking spaces if guest parking is provided.
10. At least one accessible parking space must be provided at each common facility serving buildings containing covered dwelling units. These spaces must be at least 12 feet wide with a 5 foot access aisle complying with chapter 11 of the Florida Building Code if the building they serve is a public accommodation as defined by the Florida Accessibility Code for Building Construction; otherwise they are required to comply with the applicable requirements of the Fair Housing Act
11. Detectable warnings must be shown where applicable. Detectable warnings are called out in the 1986 ANSI A117.1, which is one of the codes which designers and builders may use. Note that other codes which can be used do not require the installation of detectable warnings.

It is highly recommended that the Architect of record be involved in the site development process for this information to be conveyed properly.

Xc: James Schock  
Kim Stewart